

LABYRINTH SOLUTIONS CONTRACT FOR ASSET MANAGEMENT PROGRAM WORK

IF YOU WISH TO SPEAK TO CITY COUNCIL, **PRINT** YOUR NAME, ADDRESS, AND EMAIL.

NAME (PRINT)	ADDRESS AND ZIP CODE <i>(Optional)</i>	Email <i>(Optional)</i>
Katharine Moore		
Teressa Ranford		Dontshootportland@gmail
Malcolm Chedock		
Kelly Francois		
Charles JOHNSON		

IMPACT STATEMENT

Legislation title: *Authorize a contract with Labyrinth Solutions, Inc. for the purchase of implementation services to blueprint, configure, develop, and implement Enterprise Asset Management functionality for the City's enterprise system at a not-to-exceed amount of \$1,850,000 (Ordinance).

Contact name: Satish Nath
Contact phone: 503.823.7459
Presenter name: Satish Nath

Purpose of proposed legislation and background information:

In 2006, the City purchased SAP Enterprise Resource Planning (ERP) system to support essential Citywide business functions. The initial implementation of about 57% of the software was completed in FY 2008-09.

This contract will implement additional SAP functionality focused on Enterprise Asset Management in order to consolidate current business processes around the collection and reporting on land data, as well as the replacement of a one-off work order system. The City's Technology Executive Steering Committee approved the implementation work. This project will also be subject to periodic review by City's Technology Oversight Committee.

Funds for the implementation project are currently allocated in the EBS budget.

The proposed legislation is in compliance with and supports existing policies regarding procurement of information technology services.

Financial and budgetary impacts:

The contract not-to-exceed amount will be \$1,850,000. The EBS Division has a high level of confidence in the accuracy of the cost estimate. No City positions are created, eliminated, or re-classified as a result of this contract.

Community impacts and community involvement:

This contract is for implementation services for the City's SAP Enterprise Asset Management, which is an element of internal business operations and does not directly impact the community.

The technology services contracting community, including consultants certified with the State of Oregon as disadvantaged, minority, women and emerging small businesses became involved when the City advertised and posted public notice of the project on the City's Online Procurement System on March 9, 2016. Potential proposers were able to review the solicitation, attend a pre-proposal meeting, ask questions, provide comments and submit a response to the Request for Proposals (RFP). Proposals received resulted in the award of a contract. Procurement Services managed the solicitation process and no protests were received.

Budgetary Impact Worksheet

Does this action change appropriations?

YES: Please complete the information below.

NO: Skip this section

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount

**This document was substituted
with a revised version.**

See final document:

188041

ORDINANCE No.

*Authorize a contract with Labyrinth Solutions, Inc. for implementation services for SAP Enterprise Asset Management at a not-to-exceed amount of \$1,850,000 (Ordinance)

The City of Portland ordains:

Section 1. The Council finds:

1. The Enterprise Business Solution (EBS) Division of the Office of Management and Finance is responsible for the ongoing support and enhancement of the City's SAP Enterprise Resource Planning (ERP) system. The SAP Enterprise Asset Management project incorporates Citywide standardization related to land data, and replaces unsupported work order systems with best practice business processes for managing property and facilities.
2. EBS staff identified the need to implement the existing SAP functionality for Enterprise Asset Management to consolidate current business processes around the collection and reporting on land data, as well as the replacement of a one-off work order system.
3. On March 9, 2016, the City issued Request for Proposal (RFP) #00000239, SAP Enterprise Asset Management Implementation for Property and Facilities in accordance with PCC 5.68. On April 8, 2016, two responsive proposals were received. The written proposals and vendor presentations were evaluated by the RFP selection committee, which included a representative from the Minority Evaluator Program and subject matter experts. The selection committee determined that the proposal from Labyrinth Solutions, Inc. was the highest scoring proposal and recommended for award of a contract. On June 7, 2016, the City issued a Notice of Intent to Negotiate and Award a contract to Labyrinth Solutions, Inc.; no protests were received.
4. Labyrinth Solutions, Inc. has a current City of Portland Business Tax Registration and is in full compliance with the Equal Benefits Program, EEO certification and is not a State of Oregon Certified DMWESB contractor. Labyrinth Solutions will use a certified women-owned business as a sub-consultant to provide work manager, GIS integration, Personas/Fiori, technical, training and mobility services on this project.
5. Funds for the implementation project are currently allocated in the EBS budget. The level of confidence in the costing for this project is high based on the pricing received from Labyrinth Solutions, Inc.

NOW, THEREFORE, the Council directs:

- a. The Chief Procurement Officer is authorized to execute a contract with Labyrinth Solutions, Inc. for a not-to-exceed value of \$1,850,000, provided the contract has been approved as to form by the City Attorney's Office.

Section 2. The Council declares that an emergency exists because there is a need to replace an unsupported work order system, and respond to external and internal audit comments around the completeness and accuracy of data about City-owned land. Therefore, this ordinance shall be in full force and effect from and after its passage by the Council.

Passed by the Council:

Mayor Charlie Hales

Prepared by: Satish Nath

Date Prepared: September 19, 2016

Mary Hull Caballero

Auditor of the City of Portland

By

Deputy

11071143

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See final document:

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Agenda No. **ORDINANCE NO.**

Title

for SAP

*Authorize a contract with Labyrinth Solutions, Inc. for the purchase of implementation services to blueprint, configure, develop, and implement Enterprise Asset Management functionality for the City's enterprise system at a not-to-exceed amount of \$1,850,000. (Ordinance)

INTRODUCED BY Commissioner/Auditor: Mayor Hales	CLERK USE: DATE FILED <u>SEP 27 2016</u>
COMMISSIONER APPROVAL Mayor—Finance and Administration - Hales Position 1/Utilities - Fritz Position 2/Works - Fish Position 3/Affairs - Saltzman Position 4/Safety - Novick	Mary Hull Caballero Auditor of the City of Portland By: <u></u> Deputy
BUREAU APPROVAL Bureau: OMF OMF CAO: Fred Miller <u>Fred Miller</u> EBS Manager: Satish Nath <u>Satish Nath</u>	ACTION TAKEN: OCT 06 2016 <u>Rescheduled to</u> OCT 12 2016 9:30 A.M. OCT 12, 2016 RESCHEDULED TO OCT 12, 2016 AT 3:00 PM
Prepared by: Satish Nath Date Prepared: September 19, 2016	
Impact Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/>	
City Auditor Office Approval: required for Code Ordinances	
City Attorney Approval: Required for contract, code, easement, franchise, charter, Comp Plan <u>OK</u>	
Council Meeting Date October 5, 2016	

AGENDA
TIME CERTAIN <input type="checkbox"/> Start time: _____ Total amount of time needed: _____ (for presentation, testimony and discussion)
CONSENT <input type="checkbox"/>
REGULAR <input checked="" type="checkbox"/> Total amount of time needed: 10 minutes (for presentation, testimony and discussion)

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:	
	YEAS	NAYS
1. Fritz	1. Fritz	
2. Fish	2. Fish	
3. Saltzman	3. Saltzman	
4. Novick	4. Novick	
Hales	Hales	