

ORDINANCE No. 188611

* Authorize a Request for Proposal to obtain the most responsible and responsive proposer for a new budgeting software system. (Ordinance)

The City of Portland Ordains:

Section 1. The Council finds:

1. The City Budget Office (CBO) is responsible for the operation of the citywide budget software system.
2. The CBO has determined that the current budgeting software is insufficient in capability and needs to be replaced.
3. The CBO requires software with enhanced functionality in order to better meet the needs of bureau finance staff and increase the overall efficiency of the budget process.
4. Council previously recognized the need to replace the budget software system and set aside \$1.0 million as a placeholder for CBO to begin the budget software system replacement project and perform due diligence.
5. CBO has convened users of the current system to discuss system requirements and potential enhancements. Through this process, and after examining a number of different products, CBO estimates that the total cost of the project could range anywhere from \$1 million to \$3 million. This is a low confidence cost estimate that will not be finalized until the CBO has completed a competitive solicitation process. CBO will develop a funding request and potential options for consideration during the Fall budget monitoring process.
6. Procurement of the new system through a competitive solicitation process will ensure the best value for CBO and other City stakeholders.
7. CBO seeks Council's authorization for Procurement Services to conduct a competitive solicitation process through the issuance of a Request for Proposal(s).

NOW THEREFORE, the Council directs:

- a. The Chief Procurement Officer is authorized to facilitate the competitive solicitation (RFP) process in accordance with City Code 5.33 to obtain the most responsible and responsive proposer, and negotiate a contract to replace the current budgeting software system.
- b. Upon Council acceptance of the Chief Procurement Officer's Report, Procurement Services is authorized to execute a contract, 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 a delay in proceeding with the RFP and forthcoming purchase will result in continued risk of using the current unsupported budgeting software system; therefore, this ordinance shall be in full force and effect from and after its passage by the Council.

Passed by the Council: SEP 27 2017

Commissioner: Mayor Wheeler
Prepared by: Jessica Eden
Date Prepared: July 25, 2017

Mary Hull Caballero
Auditor of the City of Portland

By



Deputy

1058

✓140

Agenda No.

ORDINANCE NO. 188611

Title

* Authorize a Request For Proposal for a new budgeting software system (Ordinance)

to obtain the most responsible and responsive proposer

INTRODUCED BY
Commissioner/Auditor:
Mayor WheelerCLERK USE: DATE FILED SEP 19 2017

COMMISSIONER APPROVAL

Mayor—Finance and Administration - *KL*
Wheeler

Position 1/Utilities - Fritz

Position 2/Works - Fish

Position 3/Affairs - Saltzman

Position 4/Safety - Eudaly

Mary Hull Caballero
Auditor of the City of PortlandBy: *Paul*

Deputy

ACTION TAKEN:

BUREAU APPROVAL

Bureau: City Budget Office
Bureau Head: Andrew Scott,
Director *AS*Prepared by: Jessica Eden
Date Prepared: September 6, 2017

Impact Statement

Completed ☒ Amends Budget ☒Portland Policy Document
If "Yes" requires City Policy paragraph stated
in document.Yes ☒ No ☐**City Auditor Office Approval:**
required for Code Ordinances**City Attorney Approval:**
required for contract, code, easement,
franchise, comp plan, charterCouncil Meeting Date September
20, 2017
27

AGENDA

TIME CERTAIN ☐

Start time:

Total amount of time needed:
(for presentation, testimony and discussion)**CONSENT** ☒**REGULAR** ☐**Total amount of time needed:**
(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. Eudaly	4. Eudaly	✓	
Wheeler	Wheeler	✓	