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191217

Emergency Ordinance

*Amend contract with Sherpa Government Solutions for business financial management software to extend term and increase amount by \$688,396 (amend Contract 30006323)

Passed

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. The City implemented a new budget system in FY 2018-19 and the initial implementation included the first five years of license and maintenance costs.
2. The CBO has determined that the current budgeting software supported by Sherpa Government Solutions continues to meet the City's requirements, and the City Budget Office requests to amend the existing contract no. 30006323.
3. The contract as amended will add \$688,396 from June 2023-June 2028. This amount includes \$15,000 for vendor provided time and materials tasks and funds for the annual renewal fees for Software, License, Subscription, Maintenance and Support. All other terms and conditions remain in effect per Contract No. 30006323 for Hosted Budget Management, Analysis and Forecasting System. The annual expenses authorized by this ordinance are detailed in Exhibit A.

NOW, THEREFORE, the Council directs:

- A. The Chief Procurement Officer is authorized to amend contract no. 30006323 with Sherpa Government Solutions to (1) extend the contract term to June 30, 2028 and (2) increase the not to exceed amount by \$688,396 for a new total amount not to exceed of \$1,947,149.
- B. In addition to the authority granted in subsection A above, the Chief Procurement Officer is authorized to execute amendments to contract no. 30006323 provided that no amendment may increase the total not-to-exceed amount of the contract over \$3 million.

Introduced by

[Mayor Ted Wheeler](#)

Bureau

[City Budget Office;](#)
[Management and Finance](#)

Contact

Christina Owen

Deputy Director 1

✉ christina.owen@portlandoregon.g

📞 [503-823-6960](tel:503-823-6960)

Requested Agenda Type

Consent

Date and Time Information

Requested Council Date

April 5, 2023

Section 2. The Council declares that an emergency exists because a delay in amendment of contract no. 30006323 will harmfully interfere with City Budget Office operations; therefore, this Ordinance shall be in full force and effect from and after its passage by the Council.

Documents and Exhibits

 [Exhibit A](#) 472.13 KB

An ordinance when passed by the Council shall be signed by the Auditor. It shall be carefully filed and preserved in the custody of the Auditor (City Charter Chapter 2 Article 1 Section 2-122)

Passed by Council
April 5, 2023

Auditor of the City of Portland
Simone Rede

Impact Statement

Purpose of Proposed Legislation and Background Information

The purpose of this legislation is to amend the existing contract between Sherpa Government Solutions and the City of Portland City Budget Office to support the annual software maintenance and licensing of BFM, the City's budget development software. The City implemented BFM in FY 2018-19 and the original contract provided for annual support and maintenance from Sherpa Government Solutions through June 2023. The City will lose software maintenance and support if the contract is not renewed by June 2023. The CBO annual operating budget includes dedicated resources for this contract.

Financial and Budgetary Impacts

There is no significant budget impact associated with the amendment of this contract. The CBO has resources in its current appropriations for annual payments and services per the original contract signed in FY 2018-19. On occasion, CBO has utilized Sherpa to provide additional reporting capacity on a time and materials basis. These amendments are also resourced within CBOs current appropriations.

Community Impacts and Community Involvement

There is no community involvement in this legislation as the impact is to continue services currently supported with the City's budget software.

100% Renewable Goal

Not Applicable.

Budget Office Financial Impact Analysis

This action amends the current contract for the City's Budget Software license and maintenance agreement for the next five-year term. Resources for this amendment are in the CBO's base budget and the bureau does not require additional funding to support this amendment. All other provisions of the original contract remain in place.

Agenda Items

256 Consent Agenda in [April 5, 2023 Council Agenda](#)

Passed

Commissioner Rene Gonzalez Yea

Commissioner Mingus Mapps Yea

Commissioner Carmen Rubio Yea

Commissioner Dan Ryan Yea

Mayor Ted Wheeler Absent