

IMPACT STATEMENT

Legislation title: *Authorize a contract with Applexus Technologies, LLC for SAP module implementation assistance services in an amount not to exceed \$386,100.00.

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**Purpose of proposed legislation and background information:**

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 system. The City's SAP ERP system software solution incorporates City-wide standardization, use of best-practice business processes and provides consistent financial, purchasing, payroll, and human resources functionality Citywide.

EBS staff have identified the need to attain PTE services to assist in the implementation and enhancement of existing SAP Public Sector Collections and Disbursements (PSCD) Module. The module will be used by the Office for Community Technology (OCT) in managing all utility license and franchise agreements. Further, the City desires to implement PSCD in a manner that meets not only OCT's business requirements, but also positioning the PSCD module for use by other City bureaus in the future.

Request for Proposal (RFP) No. 116108 was issued on November 25, 2013 in accordance with Portland City Code 5.68. On January 06, 2014, four (4) proposals were received. During the RFP evaluation process the City received one protest which was subsequently resolved. The proposal from Applexus Technologies, LLC was deemed responsive to the requirements of the solicitation and received the highest evaluation score. On August 1, 2014, the City issued a Notice of Intent to Negotiate and Award a contract to Applexus Technologies, LLC and no protests of the Notice were received.

No revenues will be impacted by this legislation.

This legislation does not change existing City policy.

Financial and budgetary impacts:

The use of SAP's Public Sector Collections and Disbursements in conjunction with other relevant financial modules will eliminate redundant data entry, reduce the use of some paper forms and allows for the business approval and auditing processes surrounding franchise contract management and fee collection to become more efficient, accurate and transparent.

Long-term financial impacts for the City, are minimal as the on-going maintenance and support costs are available in EBS Operating Budget. There are no impacts to the current budget, nor any requested changes to appropriations. All costs including implementation, maintenance, and support are available in EBS's approved budget. EBS's confidence level in the project estimate is "High".

No present positions will be created, eliminated or re-classified as a result of this legislation.

Community impacts and community involvement:

The technology contracting community, including contractors certified with the State of Oregon as minority, women and emerging small businesses became involved when the public notice was posted on the City's Online Procurement System. The proposal from Appexus Technologies, LLC was deemed responsive to the requirements of the solicitation and received the highest evaluation score.

Potential proposers were able to review the competitive solicitation, ask questions, provide comments and submit proposal responses to the competitive Request for Proposals (RFP) #116108. A community member of the Minority Evaluator Program (MEP) participated in the evaluation of the proposals.

No known persons or groups will be testifying.

No future public involvement is anticipated or necessary for this request as these are services that will be used on an internal City system.

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