



TO: Board of Contracts and Awards
FROM: Jack Kelanic, IT Department *JK*
COPY: City Council, City Manager, City Clerk, SBE Coordinator, LEAP Coordinator, and
 Chuck Blankenship, Finance/Purchasing
SUBJECT: SAP Technical and Functional Consulting Services (SAP Bench Contracts) – Council
 date: April 21, 2015
 Request for Proposal Specification No. IT14-0576F
DATE: April 15, 2015

SUMMARY:

The Information Technology Department recommends authorization of four, three-year master (“bench”) contracts for supplemental SAP implementation and support services, at a total not-to-exceed cost of \$1,900,000. Vendors are Avertra Corporation (Herndon, VA), Sage Group Consulting, Inc. (Hazlet, NJ), Apex Systems (Bellevue, WA), and Phoenix Business, Inc. (Haltom City, TX). The expected contract terms would be from May 1, 2015 to May 1, 2018 with possible extensions through May 2020.

STRATEGIC POLICY PRIORITY:

- Encourage and promote an open, effective, results-oriented organization.

BACKGROUND:

The City of Tacoma has provided in-house SAP support since 2003. Since that time, there has been steadily growing demand to improve the City’s utilization of SAP technology and business functionality. Traditionally, supplemental service contracts have been established on a per-project basis by developing unique contracts for each statement of work.

ISSUE:

The current staff augmentation contracting process adds months to the project lifecycle for each technology initiative and is not useful in filling temporary staffing gaps.

Establishing reusable “bench” contracts for supplemental SAP services will improve efficiency and agility for the Information Technology Department to accommodate dynamic customer needs, to fulfill niche technical skillsets, and to deliver approved business modernization projects in 2015-2016. Task assignments for the areas of procurement, human resources, finance/budget, and employee retirement services will be issued according to project need.

ALTERNATIVES: An alternative action is to issue separate and distinct request for proposals and subsequent contracts for each project assignment. Establishing reusable bench contracts for supplemental SAP services as needed will better accommodate dynamic workloads, customer needs, and planned innovation projects, saving time in delivery.

COMPETITIVE SOLICITATION: SAP Technical and Functional Consulting Services, Specification No. IT14-0576F was opened 11/18/2014. Forty (40) companies were invited to bid in addition to normal advertising of the project. Twenty-nine (29) submittals were received. Four (4) vendors were selected to enter into contracts for three-year, master “bench” contracts as a result of the RFP competitive bidding process.

Respondent

Location (city and state)

Rank or Score



Avertra Corporation	Herndon, VA	1
Sage Group Consulting, Inc.	Hazlet, NJ	2
Apex Systems, Inc.	Bellevue, WA	3
Phoenix Business Inc.	Haltom City, TX	4
CGI Technologies	Fairfax, VA	5
TEK Systems	Handover, MD	6
Marveltech Consulting	Novi, MI	7
Gyansys, Inc.	Indianapolis, IN	8
Sierra Infosys, Inc.	Houston, TX	9
RADgov, Inc.	Ft Lauderdale, FL	10
DC&M Partners, LLC	Chandler, AZ	11
Bayforce Technology Solutions	Chicago, IL	12
Universal System Technologies	Bingham Farms, MI	13
Utegration	Houston, TX	14
Auritas LLC	Sanford, FL	15
Tech Mahindra Americas	Plano, TX	16
HR Pundits, Inc.	Schaumburg, IL	17
SAP Public Services, Inc.	Newtown Square, PA	18
V3iT Consulting, Inc.	Naperville, IL	19
Global Source	Milwaukee, WI	20
HR Focal Point LLC	Plano, TX	21
The Peloton Group, LLC	Houston, TX	22
BT Solutions Inc.	Woodlands, TX	23
Infojini, Inc.	Linthicum Heights, MD	24
HP Enterprise Services	Plano, TX	25
EPI-USE America, Inc.	Atlanta, GA	26
GROM Associates, Inc.	Flemington, NJ	27
Method 360	San Francisco, CA	28
Amick Brown, LLC	San Ramon, CA	29

Pre-bid Estimate: \$1,900,000
The recommended award is the pre-bid estimate.

CONTRACT HISTORY: New contracts

SUSTAINABILITY: The solicitation evaluation criteria included 5% toward sustainability practices of respondents.

SBE/LEAP COMPLIANCE: Not applicable

RECOMMENDATION:

The Information Technology Department recommends authorization to enter into four, three-year master (“bench”) contracts for supplemental SAP implementation and support services with vendor contractors Apex Systems (Bellevue, WA), Sage Group Consulting, Inc.(Hazlet, NJ), Avertra Corporation (Herndon, VA), and Phoenix Business Inc. (Haltom City, TX), at a total not to exceed cost of \$1,900,000.



FISCAL IMPACT:

The 2015/2016 fiscal impact of approximately \$1,900,000 is planned in the Fund 5800 2015/2016 biennial budget.

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Fund 5800	596910	5310100	\$1,250,000
Fund 5800	596930	5310100	\$500,000
Fund 5800	596600	5310100	\$150,000
TOTAL			

* General Fund: Include Department

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Fund 5800	596600	5950340	\$37,059
Fund 5800	596600	5950341	\$35,294
Fund 5800	596600	5950342	\$535,294
Fund 5800	596600	5950343	\$1,292,353
TOTAL			

POTENTIAL POSITION IMPACT: N/A

POSITION TITLE	PERMANENT/ PROJECT TEMPORARY POSITION	FTE IMPACT	POSITION END DATE
TOTAL			

This section should only be completed if a subsequent request will be made to increase or decrease the current position count.

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$1,900,000

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED.

APR 9 2015 15:31:19

FINANCE PURCHASING