

## MEMORANDUM

**TO:** Governing Board Members

**FROM:** Sandra Close Turnquest, Deputy Executive Director, Corporate Resources

**DATE:** May 8, 2006

**SUBJECT:** Extension of ABAP Programmer Purchase Order P503178

### **Background**

eQuest is the District's rollout of the enterprise resource planning software SAP. SAP will fundamentally change the way the District manages its financial and human resources. In certain functional areas the skills necessary to perform implementation tasks are highly specialized and District staff was either unavailable or did not have the required skill set, so these services were acquired via third party, independent consultants.

Purchase Order PC P503178 was issued to Threshold Consulting Services in the amount of \$201,600 for an ABAP Programmer through July 31, 2006. This request is to extend this consultant through June 30, 2007 in the amount of \$201,600 for a total of \$403,200. This ABAP Programmer is required for the second phase of the SAP implementation including the Human Resource (HR) and Payroll modules. Experience with these modules and associated programming tasks are essential.

### **How this helps meet the District's 10-year Strategic Plan:**

The District is in the process of replacing its aging, inefficient business systems with state-of-the-art, enterprise-wide information systems that will result in greater efficiencies from the automation of the District's business processes. This new system will also provide financial and operational information to support strategic decision-making, which greatly enhances the District's ability to accomplish its mission.

### **Funding Source:**

The total amount of this amendment is \$201,600. \$37,800 of FY06 ad valorem funds will be provided by the Information Technology Department and replaced through a mid-year redirection of funds subject to Governing Board approval. The remaining \$163,800 is subject to Governing Board approval of the FY07 budget.

### **This Board item impacts what areas of the District, both resource areas and geography:**

The eQuest Project will impact business processes across the District, including processes in Procurement, Finance, Operations and Maintenance, Project Management, Information Technology and Human Resources.

### **What concerns could this Board item raise?**

This item is not being re-competed; Information Technology is requesting a Waiver of Competition to extend the existing purchase order.

### **Why should the Governing Board approve this item?**

The extension of this consulting services purchase order will help meet the District's timeline, quality and cost requirements for the rollout of SAP. The aggressive schedule for the SAP implementation does not warrant time for an additional solicitation, and the current consultant possesses the knowledge required to complete the remaining tasks.

If you have any questions, please do not hesitate to call me at ext. 6351.

SCT/mr

Attachment: Resolution