



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

MEETING DATE	2020-05-19 10:05 - Regular School Board Meeting
AGENDA ITEM	ITEMS
CATEGORY	EE. OFFICE OF STRATEGY & OPERATIONS
DEPARTMENT	Procurement & Warehousing Services

Special Order Request <input type="radio"/> Yes <input checked="" type="radio"/> No
Time
Open Agenda <input checked="" type="radio"/> Yes <input type="radio"/> No

ITEM No.:
EE-33.

TITLE:
Recommendation for Renewal and Additional Spending Authority - 58-033E - Central Bidders Registration Tool

REQUESTED ACTION:
Ratify the first renewal and approve the above recommendation to renew. Contract Term: October 23, 2017 through October 22, 2023, Six (6) Years; User Department: Procurement & Warehousing Services (PWS); Additional Amount: \$144,620; New Total Amount: \$773,920; Awarded Vendor(s): Ariba, Inc. (SAP); Small/Minority/Women Business Enterprise Vendor(s): None.

SUMMARY EXPLANATION AND BACKGROUND:
This request is to ratify the first renewal and approve the second renewal of the SAP Ariba system to facilitate PWS's continued use of the tool that is used for vendor registration. Last year, the first renewal was included in the District's Hardware/Software item which is presented to the School Board annually by the Information Technology Department, along with the customary process of issuing a purchase order and the Chief Information Officer signs order forms, if required. This item also ratifies the first renewal for the period beginning October 23, 2019 through October 22, 2020.
The Agreement has been reviewed and approved as to form and legal content by the Office of the General Counsel.
A copy of the original executed documents are available online at: http://www.broward.k12.fl.us/supply/agenda/OriginalExecutedDocuments_58-033E.pdf

SCHOOL BOARD GOALS:
 Goal 1: High Quality Instruction Goal 2: Safe & Supportive Environment Goal 3: Effective Communication

FINANCIAL IMPACT:
Due to the COVID-19, the spending authority requested covers the estimated amount projected for the first twelve (12) months; therefore, additional spending authority, to cover the remaining term of the Agreement will be requested in a future date. The estimated financial impact to the District will be \$144,620. The contract award amount was for \$629,300. The request is to increase the spending authority by \$144,620, bringing the new contract value to \$773,920. The funding source will come from the Information Technology operating budget. The financial impact amount represents an estimated contract value; however, the amount

EXHIBITS: (List)
(1) Executive Summary (2) Financial Analysis Worksheet (3) Agreement (4) Memo to Revise

BOARD ACTION:
APPROVED
(For Official School Board Records Office Only)

SOURCE OF ADDITIONAL INFORMATION:	
Name: Phillip H. Dunn	Phone: 754-321-2607
Name: Mary C. Coker	Phone: 754-321-0501

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
Senior Leader & Title
Maurice L. Woods - Chief Strategy & Operations Officer

Approved In Open Board Meeting On: **MAY 19 2020**
By: *Donna K...*
School Board Chair

Signature
Maurice Woods
5/18/2020, 3:57:09 PM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ROBERT W. RUNCIE
SUPERINTENDENT OF SCHOOLS

May 18, 2020

TO: School Board Members

FROM: Maurice L. Woods
Chief Strategy & Operations Officer

VIA: Robert W. Runcie *RWR*
Superintendent of Schools

SUBJECT: **REVISION TO EE-33, RECOMMENDATION FOR RENEWAL AND
ADDITIONAL SPENDING AUTHORITY – 58-033E – CENTRAL BIDDERS
REGISTRATION TOOL, FOR THE MAY 19, 2020, REGULAR SCHOOL
BOARD MEETING**

Attached is a revision to EE-33, Recommendation for Renewal and Additional Spending Authority – 58-033E – Central Bidders Registration Tool, for the May 19, 2020, Regular School Board Meeting.

Exhibits:

- Agenda Request Form – Requested Action and Summary of Explanation and Background
- Executive Summary – page 1 the Introduction

RWR/MLW/MCC:bm
Attachments

cc: Senior Leadership Team

EXECUTIVE SUMMARY

Recommendation for Renewal and Additional Spending Authority 58-033E – Central Bidders Registration Tool

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This request is to **ratify the first renewal and** approve the second renewal of the Agreement between Ariba, Inc. (SAP) and The School Board of Broward County, Florida (SBBC), for three (3) years to extend the term from October 23, 2017 through October 22, 2023 with \$144,620 additional spending authority.

The agreement was awarded on October 2, 2017, as item EE-2 with \$629,300 spending authority and was renewed **for the first time**, for one year, on May 7, 2019, under item EE-10, District's Hardware/Software Renewal, with \$150,000 spending authority. **This item ratifies the first renewal for the period beginning October 23, 2019 through October 22, 2020.**

Due to the COVID-19, the spending authority being requested is \$144,620, and covers the estimated amount projected for the first twelve (12) months; therefore, additional spending authority to cover the remaining term of the agreement will be requested in a future date.

Goods/Services Description

Responsible: PWS

SAP Ariba provides a tool utilized by PWS for electronic supplier registration and sourcing, replacing the former paper-based process. The comprehensive solution is used by all vendors to register to become a supplier for SBBC through a web-based portal. The system prompts the supplier to provide all the required documentation and forms to support required supplier vetting for general registration, to apply to become a pre-qualified contractor, and to apply to become an SBBC certified Emerging, Small, Minority, Women Business Enterprise (E/S/M/WBE) vendor. Once registered, suppliers are eligible to participate in sourcing (bidding) activities within the same platform at no cost to the supplier.

To date, two thousand four hundred fifty-four (2,454) suppliers have registered through the system, of which two hundred eighteen (218) are Pre-Qualified Contractors (pre-qualified), and seven hundred sixty-four (764) are Certified E/S/M/WBE. The system supports tracking and reporting of multiple statistics, including; current certification and pre-qualified status, upcoming certification and pre-qualification expiration/renewal, and acts as a cloud-based repository for E/S/M/WBE classification and pre-qualification documentation.

Procurement Method

Responsible: PWS

Pursuant to Purchasing Policy 3320, Section II, H, and to the Department of Education, Rule 6A-1.012, 11(b), Florida Administrative Code as authorized by Section 1010.04(4)(a), Florida Statutes the requirement for requesting competitive solicitation for commodities or contractual services from three (3) or more sources is hereby waived as for the purchase of computer software.

The use of Ariba has been adopted as a standard business practice by existing vendors, potential new vendors, and SBBC staff. Additionally, the system houses extensive vendor registration documentation for the District. Therefore, to ensure business continuity, staff determined that renewing this agreement is in the best interest of SBBC.

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58-033E – Central Bidders Registration Tool
May 19, 2020 Board Agenda
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Financial Impact
Responsible: PWS

Due to the COVID-19, the spending authority requested is \$144,620, and covers the estimated amount projected for the first twelve (12) months; therefore, additional spending authority to cover the remaining term of the agreement will be requested in a future date.

This item is funded by the Information Technology operating budget. Last year’s renewal was included with the District’s Hardware/Software item and processed in the customary method with the Chief Information Officer signing the order forms as required and issuance of a purchase order. This item was carved out from the Hardware/Software item this year since the proposed term is three years.

Please see below breakdown for entire bid term:

Year one (1) (2020 – 2021)	\$144,620
Year two (2) (2021 – 2022)	\$144,620
Year three (3) (2022 – 2023)	\$144,620
Three (3) Year Total	\$433,860

Financial Impact Table:

Action	Date	Term (years)	Amount
Original award + spending authority	4/18/2017	2	\$ 629,300
2nd renewal + additional spending authority	5/19/2020	3	\$ 144,620
New Total Contract Amount		5	\$ 773,920

The approval of this recommendation does not mean the authorized amount will be spent.

**Renewal Order Form
for SAP Cloud Services
SAP Reference No. 0221218022 ("Renewal Order Form")**

Between **Ariba, Inc.**
3420 Hillview Avenue Building 3
Palo Alto, CA 94304
("SAP")

And **The School Board of Broward County, Florida**
600 SE 3rd Ave
Fort Lauderdale FL 33301-3125
("Customer")

1. RENEWAL ORDER FORM AND TABLE OF AGREEMENT

This Renewal Order Form is an offer by SAP. When signed and returned to SAP by both parties on or prior to the offer expiration date, it becomes a binding agreement for the SAP Cloud Service(s) listed in this Renewal Order Form and is effective on the date signed by Customer.

Offer Expiration Date: 06/30/2020

This Renewal Order Form is governed by and incorporates the terms of the Order Form and the GTC. All defined terms in the GTC used in this Renewal Order Form shall have the same meaning as set forth in the GTC. All references in the Supplements to "Service" mean "Cloud Service", and to "Named Users" mean "Authorized Users".

2. CLOUD SERVICE ORDER.

The table shows the purchased Cloud Service, Usage Metrics and volume, Subscription Term, and fees.

Period 1 From 10/23/2020 To 10/22/2023

SAP Cloud Service	Usage Metric	Usage Metric Limitation **	Annual Fee	Product Start Date	Product End Date	Total Fee in USD
FLEXIBLE BUNDLE - ARIBA SALES ORG	Spend	1	144,620.00	10/23/2020	10/22/2023	433,860.00
SAP ARIBA SOURCING	Users	44				
SAP ARIBA SUPPLIER INFO/PERFORMANCE MGT.	Users	34				
SAP ARIBA CONTRACTS	Users	39				

Total Fee in USD (*)	433,860.00
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(*) Plus applicable taxes

(**) Usage Metric Limitations stated above represent the maximum annual quantity of Usage Metrics over a 12 month period, except where the period between Product Start Date and Product End Date is less than one year. In that case the stated Usage Metric Limitation is the actual prorated amount.

3. PAYMENT AND INVOICES

3.1 Fees and Invoicing.

Unless the Supplement or Initial Order Form state otherwise, fees for the Cloud Service(s) will be invoiced by SAP and paid by Customer annually in advance. SAP may provide invoices to an email address provided by Customer.

3.2 Payment.

Unless the Initial Order Form states otherwise, Customer will pay to SAP all fees due within thirty days of date of invoice. Unpaid fees will accrue interest at the maximum legal rate. Customer purchase orders are for administrative convenience and not a condition of payment. Payment is not dependent upon completion of any implementation or other services.

4. Authorized Administrators. Customer contacts for order confirmation are set forth below:

Order confirmation recipient Name: Marissa Smith
Order Confirmation recipient e-mail: Marissa.Smith@browardschools.com

5. AUTHORITY.

Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement

Accepted By:

Ariba, Inc.
(SAP)

DocuSigned by:
Don Haynes
EA51CC7B169C496...

Name: _____
Title: Assistant General Counsel
Date: April 27, 2020

Accepted By:

The School Board of Broward County, Florida (Customer)

Donna P. Korn

Name: Donna P. Korn
Title: Chair
Date: _____

Attest:

Robert W. Runcie
Name: Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:

Eric Abend
Digitally signed by Eric Abend
Reason: Ariba Amend 2020
Date: 2020.04.29 13:26:06 -04'00'
Name: Office of the General Counsel