

## 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 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 one year, on May 7, 2019, under item EE-10, District's Hardware/Software Renewal, with \$150,000 spending authority.

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 I010.04(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.

**Recommendation for Renewal and Additional Spending Authority**  
**58-033E – Central Bidders Registration Tool**  
**May 19, 2020 Board Agenda**  
**Page 2**

**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
<u>Year three (3) (2022 – 2023)</u>	<u>\$144,620</u>
<b>Three (3) Year Total</b>	<b>\$433,860</b>

**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
<b>New Total Contract Amount</b>		<b>5</b>	<b>\$ 773,920</b>

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