

<p>CONTRACT ID:</p>	<p>SuccessFactors Bundled Services <i>Recommended Vendor: SAP/SuccessFactors</i></p>
<p>BUDGETED:</p>	<p>Yes; funding is included in the approved 2016 Annual Operating Budget and will be included in the subsequent budgeting years of 2017 and 2018.</p>
<p>CONTRACT HISTORY:</p>	<p>Citizens currently has two separate contracts with SAP/SuccessFactors, each with different expiration dates. The current contracts expire in 2016 and 2017, thus creating a gap in services between the expiration of the current contracts and the implementation and go live of the Enterprise Resource Planning system (ERP) in early 2018. The intent is to combine the two contracts listed below into one contract which will allow for uninterrupted continuation of services for Citizens employees and agents until the successful transition to ERP.</p> <ol style="list-style-type: none"> 1. The Talent Management Bundle is used for employees only (recruiting, performance, development, and Learning Management System). This contract expires 09/23/17. The 2016 annual cost of this contract was \$90,174.61 2. The Learning Management System used for agencies, independent adjusters and other contractors. This contract expires 09/17/16. The 2016 annual cost of this contract was \$95,511.50 <p>Combining these two contracts will result in one agreed upon contract fee per year of the two (2) year contract term.</p>
<p>CONTRACT AMOUNT:</p>	<p>\$390,185.71 \$1,941.63 Bridge period between existing contracts (09/17/2016 – 09/23/2016) \$194,122.04 Bundled new contract (09/24/2016 – 09/23/2017) \$194,122.04 Bundled new contract (09/24/2017 – 09/23/2018)</p>
<p>CONTRACT TERM(S):</p>	<p>September 17, 2016 through September 23, 2018</p>
<p>PURPOSE/SCOPE:</p>	<p>The services described in this request were identified as a single source solution because of the need to maintain the core functionality of the Learning Management System services for employees, contractors, independent adjusters and agencies, as well as other Talent Bundle services for employees, through the transition to the newly awarded ERP solution, Oracle Fusion Cloud. The transition to Oracle Fusion Cloud is expected to take approximately 18-24 months. The current contracts for these services expire prior to ERP implementation, thus creating a gap in functionality between the expiration of the current contracts and the ERP “go live” date.</p>

ACTION ITEM

PURPOSE/SCOPE CONTINUED:	This procurement benefits Citizens and its customers by maintaining core resources and availability in familiar systems during the period of transition to ERP, without adding the complexity of completing a competitive solicitation and having subsequent potential implementation risks associated with an interim solution. Competitively soliciting an interim solution would add costs, both in resources and expense, to procure, implement, train, and transition during an interim period prior required to bridge the gap to the ERP.
PROCUREMENT METHOD:	In accordance with the Citizen's Purchasing Policy, Citizens noticed and completed Single Source 16-2003 and upon approval will utilize a purchase order in the total amount of \$390,185.71 to be paid in annual payments over the two-year contact period.
RECOMMENDATION:	Staff recommends that Citizens' Board: a) Approve the two-year contract spend authorization of \$390,185.71 to SAP/SuccessFactors as set forth in the SuccessFactors Bundled Services Action Item; and b) Authorize staff to take appropriate or necessary action consistent with this Action Item.
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