

Financial Services
Mr. Ron Y. Steiger, Chief Financial Officer

**SUBJECT: AWARD INVITATION TO NEGOTIATE NO. ITN-23-017-CM –
SAP HUMAN RESOURCES/ PAYROLL MAINTENANCE AND
SUPPORT SERVICES**

COMMITTEE: FISCAL ACCOUNTABILITY & GOVERNMENT RELATIONS

**LINK TO STRATEGIC
PLAN: EFFECTIVE AND SUSTAINABLE OPERATIONAL PRACTICES**

Procurement Management Services, at the request of the Department of Information Technology, the Office of Human Capital Management and Financial Services, released the above-referenced solicitation. The purpose of this Invitation to Negotiate (ITN) is to establish a contract with a qualified firm to provide support of the M-DCPS HCM and Payroll/Time/Attendance SAP modules, which includes the following: system upgrades, system enhancements (as needed), running of the day-to-day tasks, development of technical specifications (as needed), IT support services, business analyst services, and create a standardized method for data collection from various data sources (ERP, SIS...). This ITN was advertised on the Procurement Management Services website and DemandStar. This contract impacts all District students and employees on an as-needed basis, which breaks down to an annual amount of approximately \$1.37 per person based on the total annual contract amount of \$500,000. The solicitation was shared with the District's Office of Economic Opportunity (OEO) for additional community outreach.

The initial term of the bid shall be for a three (3) year period, commencing upon contract execution, and may, by mutual agreement between The School Board of Miami-Dade County, Florida, and the successful bidders, be extended for two (2) additional one (1) year periods and an additional ninety (90) days beyond expiration date of the renewal period, pending contract negotiations.

Pursuant to School Board Policy 6320.02, the Goal Setting Committee assigned a 15-point preference for proposals submitted by M-DCPS certified African American or Non-Minority Women firms, and up to 15 points based on a sliding scale commitment for proposals submitted by non-certified firms using a M-DCPS certified African American or Non-Minority Women subcontractor. Additionally, the Goal Setting Committee assigned a 5-point preference for proposals submitted by African American or Non-Minority Women firms certified by another qualifying governmental agency, and up to 5 points based on a sliding scale commitment for proposals submitted by non-certified firms using an African American or Non-Minority Women subcontractor certified by another qualifying governmental agency.

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Nine (9) vendors responded to this advertised bid, two (2) of which were no bids. M-DCPS OEO staff verified the Small, Micro, Veteran and/or M/WBE certification status of the firm(s).

Based on the criteria listed in the solicitation and the Selection Committee's shortlist recommendation, scoring and Q&A session, the Selection Committee voted to negotiate and enter into contracts with the two (2) highest ranked proposers.

Fund Source

Various

RECOMMENDED: That The School Board of Miami-Dade County, Florida:

1. **AWARD** INVITATION TO NEGOTIATE NO. ITN-23-017-CM – SAP HUMAN RESOURCES/ PAYROLL MAINTENANCE AND SUPPORT SERVICES, to establish a contract to provide support of the M-DCPS HCM and Payroll/Time/Attendance SAP modules, for an initial term of three (3) years effective upon contract execution, and may, by mutual agreement between The School Board of Miami-Dade County, Florida, and the successful bidders, be extended for two (2) additional one (1) year extension periods thereto and an additional ninety (90) days beyond the expiration of the renewal period, pending contract negotiations, as follows:

A. MERIDIAN PARTNERS, LLC MWBE
1000 5TH STREET, SUITE 200
MIAMI BEACH, FL 33139
OFFICER: WILBERTO MARTINEZ
HISPANIC AMERICAN

B. PHOENIX BUSINESS INC DBA PHOENIX BUSINESS
CONSULTING
6021 MIDNIGHT PASS ROAD, UNIT 3
SARASOTA, FL 34242
OFFICER: HANIF SARANGI

SUBCONTRACTOR:
PINNACUS, LLC SBE
9100 SOUTH DADELAND BOULEVARD, SUITE 1500
MIAMI, FL 33156
OFFICER: VINGENA SQUILLANTE

2. **AUTHORIZE** the Superintendent to negotiate, finalize and execute contracts with the two (2) proposers listed above for services to be performed pursuant to ITN-23-017-CM – SAP Human Resources/ Payroll Maintenance and Support Services.
3. **AUTHORIZE** the Superintendent to purchase up to the total estimated amount of \$1,500,000 for the initial contract term and an amount not to exceed \$500,000 for each subsequent one (1) year extension period. Board authorization of this recommendation does not mean the amount shown will be expended.