

Memorandum

June 15, 2021

Memo To: Mayor and Members of Council

Copy To: Executive Leadership Team

From: Sherry Adams, Commissioner of Corporate and Financial Services

Subject: **SRCFS.21.030 - Sole Source Acquisition with SAP Canada Inc. to Sustain the City of Richmond Hill's Enterprise Resource Planning (ERP) Footprint - Revised Recommendations**

At the Council meeting on May 26th, 2021, Council considered and passed a resolution in consideration of Staff Report SRCFS.21.030 Sole Source Acquisition with SAP Canada Inc. to Sustain the City of Richmond Hill's Enterprise Resource Planning (ERP) Footprint. SRCFS.21.030 included a clerical error when naming the sole source vendors for software license acquisitions. The sole source acquisition request should have included both SAP Canada Inc. and Concur Technologies, Inc., a corporation fully owned by SAP. The total acquisition costs, software licenses and contract durations remain the same.

Below are revised recommendations for Council's consideration.

Revised Recommendation(s):

- a) That Council reconsider its decision that a portion of the non-competitive acquisition costs, previously awarded to SAP Canada Inc. for a total acquisition value of \$1,678,000, exclusive of taxes, be awarded to Concur Technologies Inc., a corporation fully owned by SAP Canada Inc. This portion amounts to \$257,000, exclusive of taxes;
- b) That Council reconsider its decision that a portion of the non-competitive acquisition costs, previously awarded to SAP Canada Inc. for a total acquisition value of \$1,678,000, exclusive of taxes, be awarded to the same vendor, SAP Canada Inc. for a total of \$1,421,000 exclusive of taxes;
- c) That Council reconsider its decision that the Commissioner of Corporate and Financial Services, and upon the recommendations of the Chief Information Officer, be authorized to execute any necessary documentation to effect the contract(s).

Attachments:

Attachment 1 - SRCFS.21.030 - Sole Source Acquisition with SAP Canada Inc. to Sustain the City of Richmond Hill's Enterprise Resource Planning (ERP) Footprint

Submitted by:

"Signed version on file in the Office of the Clerk"

Sherry Adams
Commissioner of Corporate and Financial Services