



## Suspension of Competition Acquisition Request

1. Fully describe the product(s) and/or service(s) being requested.

The County is requesting to amend the Oracle Master Agreement (OMA) with Oracle America, Inc. (Oracle) to extend the total term of this OMA from five to ten years. This will continue the maintenance, support, and licensing of the PeopleSoft software and products, including the Financial Supply Chain Management (FSCM) module, Human Capital Management (HCM) module, Budget and Planning System, and Oracle databases. These systems are used countywide and are crucial for the County's financial, budget, and human resources-related day-to-day processes.

2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.

Oracle America, Inc.

Ann Tran, National Account Manager

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3. What is the total cost of the acquisition? If an agreement, state the total cost of the initial term and the amounts for potential renewal terms.

\$16 milion for the entire potential ten-year term.

4. Identify the unique qualities and/or capabilities of the service(s) and/or product(s) that qualify this as a Suspension of Competition acquisition.

Oracle's PeopleSoft products and systems are proprietary and therefore can only be supported by Oracle.

Additionally, the PeopleSoft products currently being used by the County have been cutomized to fit the County's various needs and business processes. This cutomization and proprietary status of the products and systems preclude the County from being able to obtain support and maintenance from other vendors.

5. Identify from Administrative Policy #34 what circumstances constitute a Suspension of Competition.

- ☐ In an emergency when goods or services are immediately necessary for the preservation of the public health, welfare, or safety, or for the protection of County property.
- ☐ When the contract is with a federal, state, or local governmental agency.
- ☐ When the department head, with the concurrence of the Purchasing Agent, finds that the cost of preparing and administering a competitive bidding process in a particular case will equal or exceed the estimated contract amount or \$2,500 whichever is more.
- ☐ When a contract provides only for payment of per diem and travel expenses and there is to be no payment for services rendered.
- ☐ When obtaining the services of expert witnesses for litigation or special counsel to assist the County.
- ☒ When in unusual or extraordinary circumstances, the Board of Supervisors or the Purchasing Agent/Purchasing Manager determines that the best interests of the County would be served by not securing competitive bids or issuing a request for proposal.

6. Explain why the unique qualities and/or capabilities described above are essential to your department.

The County has been using PeopleSoft products for over twenty years to complete everyday essential business operations. The FSCM module is the County's primary financial system and is used for various financial functions such as accounting, general ledger, accounts payable, accounts receivable, and asset management. Additionally, it is used to store vendor information, make vendor payments, and prepare requisitions and purchase orders for the County's procurement needs. The FSCM module also has PeopleSoft's "Commitment Control" feature, which allows departments to control expenditures against predefined, authorized budgets, ensuring that departments' expenditures do not exceed their budget. The HCM module is used by departments to support and manage personnel-related employee information, timesheets, payroll preparation, payroll information, and benefit information. The Budget and Planning System enables departments to create their annual adopted budgets.

7. Provide a comprehensive explanation of the research done to verify that the recommended vendor is the only vendor with the unique qualities and/or capabilities stated above. Include a list of all other vendors contacted, what they were asked, and their responses.

Oracle's PeopleSoft products are proprietary and only Oracle can provide the maintenance, licensing, and support for the specific PeopleSoft products that the County currently uses, including the Financial Supply Chain Management module, Human Capital Management module, Budget and Planning System, and Oracle databases.

Requested By:

\_\_\_\_\_  
Title

**I approve this request to suspend competition for the service(s) and/or product(s) identified herein.**

\_\_\_\_\_  
rbash 1/10/2019 11:58:39 AM

Department Head Signature

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gcornuelle 1/11/2019 7:26:39 AM

Purchasing Manager Signature