



Office of the County Executive

Monroe County, New York

Adam J. Bello
County Executive

September 4, 2020

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No.	<u>200302</u>
Not to be removed from the Office of the Legislature Of Monroe County	
Committee Assignment	
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To The Honorable
Monroe County Legislature
407 County Office Building
Rochester, New York 14614

Subject: Authorize a Contract with Phoenix Business, Inc. for SAP Hosting Support Services

Honorable Legislators:

I recommend that Your Honorable Body authorize a contract with Phoenix Business, Inc., for an amount not to exceed \$600,000 for the first year and \$350,000 annually thereafter, for SAP hosting support services for the period of November 16, 2020 through November 15, 2025, with the option to renew for five (5) additional one-year periods.

The SAP program operates and supports the County's Finance, Payroll, Purchasing and Work Order information technology systems. The hosting support services will include break/fix and enhancement work to ensure the needs of the County's SAP users are being met. The County does not have in-house staff with the level of expertise required to perform SAP hosting support services for the County. The first year of the contract will include a dual platform in preparation for transferring the County's SAP electronic data files from the existing server to the new platform, which will not exceed \$350,000, plus migration costs of \$250,000. The additional contract years will not include data migration costs.

A Request for Proposals was issued, with Phoenix Business, Inc. selected as the most qualified to perform these services.

The specific legislative action required is to authorize the County Executive, or his designee, to execute a contract, and any amendments thereto, with Phoenix Business, Inc., 6021 Midnight Pass Rd Unit 3, Sarasota, Florida 34242, for SAP hosting support services, in an amount not to exceed \$600,000 for the first year and \$350,000 annually thereafter, for the period of November 16, 2020 through November 15, 2025, with the option to renew for five (5) additional one-year periods.

This is a Type II action pursuant to 6 NYCRR § 617.5(c) and is not subject to review under the State Environmental Quality Review Act.

Partial funding for this contract, consistent with authorized uses, is included in capital fund 1815 and any other capital fund(s) created for the same intended purpose. The remaining funding portion is included in the 2020 operating budget of the Department of Information Services, internal services fund 9020, funds center 1903010000, Information Services Operations and will be included in future years budgets. No additional net county support is required in the current Monroe County budget.

The records in the Office of the Monroe County Treasury have indicated that neither Phoenix Business, Inc., nor its principal officer, Hanif Sarangi, President, owe any delinquent Monroe County Property taxes.

I recommend that this matter be referred to the appropriate committee(s) for favorable action by Your Honorable Body.

Sincerely,



Adam J. Bello
Monroe County Executive

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