



Commerce City

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Council Communication File Number: Res 2024-133

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Status: Consent Agenda

In Control: City Council

File Type: Resolution

A RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR HOSTED SOFTWARE-AS-A-SERVICE AND RELATED SERVICES TO JAGGAER, LLC

Summary and Background Information: The Commerce City IT Department has partnered with the Finance Department and the City Attorney's Office to select a robust and secure cloud-based solution to solve to critical business needs for the organization. Procurement and Sourcing as well as Contract Management have been identified as key initiatives and are critical functions for all City Departments. City staff have selected the Sourcing and Contract solutions offered by Jaggaer which will provide end-to-end management of each phase of these functions. These systems directly integrate and will allow staff to manage the sourcing of goods, services and solutions while seamlessly entering into the Contracting phase of the vendor process.

The Sourcing module offered by Jaggaer will allow the Commerce City Finance Department and Procurement Officer the ability to closely monitor and strategically guide city staff through the procurement process, while actively and electronically engaging with vendors to seek the best solutions, products and services to support the cities operations. This software will provide reliable and secure solutions allowing staff to continue to be strong stewards of public funds through technology and enhanced processes.

The Contract Management system offered by Jaggaer will allow the Commerce City Attorney's Office to partner with City Staff and vendors to manage every phase of contract development from initiation through negotiation, approval, execution, renewal, and expiration. City staff will have automated workflows, reminders and a searchable repository to actively manage all phases of the contract lifecycle. Having this system will reduce the time spent managing negotiations and versions of documents, while reducing risks associated with business agreements. This system will have a considerable impact on the efficiency of the contract lifecycle and will positively impact all city departments.

Solicitation Activity: The City will use cooperative purchasing through the State of

Colorado NASPO agreement with Jaggaer, LLC (formerly known as SciQuest Inc) in accordance with the City's procurement policy. This pricing is competitive and includes pre-negotiated discounts

Staff Responsible (Department Head): Justin Bingham, I.T Director

Staff Member Presenting: Tiffany Chacon (if questions arise)

Financial Impact: \$425,490.74 over the term of 5 years

Funding Source: Information Technology, Finance and City Attorney's Office Operating Fund Balance

Staff Recommendation: Staff recommends moving forward awarding the contract to Jaggaer, LLC for hosted software-as-a-service and related services for contract management and sourcing software subject to finalization of the contract and executed by the City Manager.

Suggested Motion: Move to approve Resolution 2024-133, authorizing award of contract for hosted software-as-a-service and related services to Jaggaer, LLC.