



RESOLUTION NO. U-11367

1 A RESOLUTION related to the purchase of materials, supplies, equipment and
2 the furnishing of services; authorizing the City officials to enter into
3 contracts and, where specified, waive competitive bidding requirements,
4 authorize sale of surplus property, or increase or extend existing
5 agreements.

6 WHEREAS the City of Tacoma, Department of Public Utilities, requested
7 bids or proposals for the purchase of certain materials, supplies, equipment or
8 the furnishing of certain services, or proposes to purchase off an agreement
9 previously competitively bid and entered into by another governmental entity or
10 a purchasing cooperative, or for the sales of surplus, or desires to increase or
11 extend an existing agreement, all as explained by the attached Exhibit "A,"
12 which by this reference is incorporated herein, and

13 WHEREAS in response thereto, bids or proposals (or prices from
14 another governmental or cooperative agreement) were received, all as
15 evidenced by Exhibit "A," and

16 WHEREAS the Board of Contracts and Awards or the requesting division
17 have heretofore made their recommendations, which may include waiver of the
18 formal competitive bid process because it was not practicable to follow said
19 process, or because the purchase is from a single source, or there is an
20 emergency that requires such waiver, or because a directly negotiated contract
21 was determined to be in the best interest of the City, or waiver of minor
22 deviations, and in the case of sale of surplus, a declaration of surplus has been
23 made certifying that said items are no longer essential for continued effective
24 utility service, as explained in Exhibit "A," Now, therefore,
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BE IT RESOLVED BY THE PUBLIC UTILITY BOARD OF THE CITY OF TACOMA:

That the Public Utility Board of the City of Tacoma hereby concurs and approves the recommendations of the Board of Contracts and Awards or the requesting division, and approves, as appropriate: (1) the purchase or furnishing of those materials, supplies, equipment or services recommended for acceptance; (2) the sale of surplus materials, supplies or equipment recommended for acceptance; (3) the purchase from a cooperative or another governmental entity contract; and (4) the increase or extension of an existing agreement, and said matters may include waiver of the formal competitive bid process or waiver of minor deviations, all as set forth on Exhibit "A," and authorizes the execution, delivery and implementation of appropriate notices, contracts and documents by the proper officers of the City for said transactions.

Approved as to form:

	Chair
/s/	_____
Chief Deputy City Attorney	Secretary
_____	Adopted _____
Clerk	



Resolution No.: U-11367
Item No.: 1
Meeting Date: 1/25/23

TO: Board of Contracts and Awards
FROM: Scott Dewhirst, Water Superintendent, Tacoma Water
Sean Senescall, Business Services Division Manager
Jodi Collins, Business Service's Financial Stewardship Manager
Alyssa Brown, Financial Consultant Lead, Financial Stewardship
COPY: [Public Utility Board, Director of Utilities, Board Clerk,] EIC Coordinator, LEAP
Coordinator, and Senior Buyer, Tisha Rico, Finance/Purchasing
SUBJECT: Workday Adaptive Planning Contract Specification No. WF17-0334F Renewal
Contract Renewal, CW2255074
January 25, 2023 Public Utility Board
DATE: January 10, 2023

RECOMMENDATION SUMMARY:

The Financial Stewardship team of Tacoma Water requests approval to increase CW2255074, to Workday, Inc., Pleasanton, CA, by \$196,378, plus applicable taxes, budgeted from the Water Utility Current Fund, for Workday Adaptive Planning, a cloud-based budgeting and reporting software. This increase will bring the contract to a cumulative total of \$525,679, plus applicable taxes.

BACKGROUND:

Workday Adaptive Planning is a cloud-based budgeting and reporting software has been used to prepare biennial budgets, compare budget to actual dollars, and project spending for Tacoma Water's Capital and Operations budget.

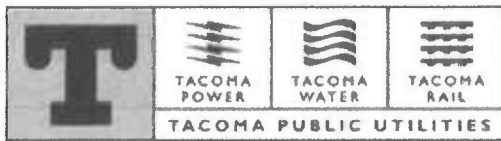
ISSUE:

Financial Stewardship identified a business need for a tool that enables integrated planning to aid in the budgeting and financial reporting process for Capital and Operations costs. As a result, in 2017, Financial Stewardship contracted with Adaptive Insights, Inc. (later acquired by Workday, Inc. and renamed Workday Adaptive Planning) and began implementation in 2018. Prior to using this software, Tacoma Water was using multiple platforms to analyze, report on, and develop the budget.

ALTERNATIVES:

An alternative to continuing with this contract would be to find another tool that encompasses the capabilities that allow for budget preparation, budget to actual comparison, and projected spending. Another alternative would be to return to utilizing multiple platforms, such as Excel and Access, to analyze, report, and develop the budget. The impact of either of these two options could result in higher costs related to new tools, consulting/implementation fees, training, etc. Additional impacts include potential for errors in reporting, increased time in gathering and analyzing data, less than optimal reporting response times, and loss of projected spending.

The renewal of Workday Adaptive Planning allows for business to continue without interruption and opportunities for continuous improvement as Tacoma Water moves forward with the software's Integration and Sandbox capabilities. Renewing this contract also preserves the



collaboration opportunities between Tacoma Water and Tacoma Power, who began using Workday Adaptive Planning in 2019.

COMPETITIVE ANALYSIS:

The original contract with Financial Stewardship and Adaptive Insights, Inc. (later acquired by Workday, Inc. and renamed Workday Adaptive Planning) was a result of a 2017 RFP. The initial contract term was for December 31, 2017 to December 30, 2018 and has since been amended for contract renewals for December 31, 2018 to December 30, 2020 and December 31, 2020 to December 30, 2022. Additional amendments included increases to the number of user licenses.

Due to the satisfaction of Workday Adaptive Planning fitting Tacoma Water's needs, Financial Stewardship has determined that a contract renewal is the best option.

CONTRACT HISTORY: This contract was originally awarded to Adaptive Insights, Inc. (later acquired by Workday, Inc. and renamed Workday Adaptive Planning) as a result of Request for Proposal Specification No. WF17-0334F in September 2017.

Initial Contract Value: \$41,000

Amendment No 01 increase contract target value in the amount of \$29,250 for a cumulative total of \$70,250 and for contributor seat from 9/30/2018-12/30/2020.

Amendment No 02 increase contract target value in the amount of \$82,820 for a cumulative total of \$153,070 and extend the contract validity end date to 12/30/2020 for 20 seats.

Amendment No 3 increase contract target value in the amount of \$8,200 for contributors' seats for a cumulative total of \$161,270 from 1/8/2019-12/29/2020.

Amendment No 04 increase contract value in the amount of \$7,917 for a cumulative total of \$169,187 and include 10 contributor seats from 3/9/2020 through 12/30/2020.

Amendment No 5 increase contract value in the amount of \$146,900 for 20 seats, base fee, 4 full seats and 41 contributor seats from 12/31/2020 through 12/30/2022 for a cumulative total of \$316,087.

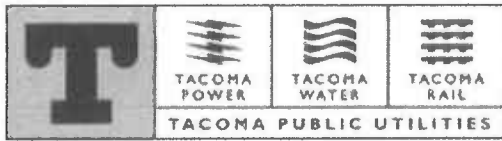
Amendment No 06 increase in the amount of \$13,214 for a cumulative total \$329,301 and extend contract validity end date to December 31, 2022.

SUSTAINABILITY:

Not applicable

EQUITY IN CONTRACTING (EIC) COMPLIANCE:

Not applicable



LOCAL EMPLOYMENT AND APPRENTICESHIP TRAINING PROGRAM (LEAP) COMPLIANCE:

Not applicable

Choose an item.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4600 Tacoma Water Fund	20000117405	5412170	\$196,378
TOTAL			Up to \$196,378

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4600 Tacoma Water Fund	581100	Various	\$196,378
TOTAL			Up to \$196,378

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$196,378

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. N/A