

EXPLANATION OF CONSENT AGENDA ITEM D.(3) – July 27, 2016

ITEM

Consideration of approving an increase to purchase order P17977 to Netsuite in the amount not to exceed \$43,305.82 over 4 years for phase 2 scope to implement and add subscription services for the NetSuite Site Builder Module and Netsuite Financial Planning Module.

EXPLANATION

Background:

In September 2015, Commission authorized staff to piggyback the Tampa Port Authority (Bid # RFP 016-09) with Harbour Mastery for implementation of their i-Seaports Software System developed on the NetSuite framework and further authorize staff to issue purchase orders pursuant to this contract for an amount not to exceed \$825,842 over 4 years.

During the configuration/design phase of implementation, it was identified that Canaveral Port Authority requires additional modules within Netsuite that were not part of the phase 1 implementation scope of services, such as eCommerce capability for the reservation and billing of port operations and campground and the Netsuite Financial Planning Module for Integrated Budgeting, Planning and Forecasting. These needs were anticipated at the time of the original statement of work, however staff did not have a clear understanding of exactly what modules would be needed and decided to delay this approval process to phase 2 of the project once the requirements and costs were clearly defined.

Current Action Details:

Consideration of approving an increase to purchase order P17977 to Netsuite in the amount not to exceed \$43,305.82 over 4 years for phase 2 scope to implement and add subscription services for the NetSuite Site Builder Module and Netsuite Financial Planning Module.

Funding Review by Finance (Pat Poston): The NTE amount of \$43,306 is an operational cost. It is to be spent over 4 years. It is included in the FY16 Operating Budget – Computer Software-maintenance. The balance will be included in the next 3 years Operating Budgets.

STAFF RECOMMENDS APPROVAL

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