

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

June 10, 2025

FROM

ENSEN MASON, Auditor-Controller/Treasurer/Tax Collector

SUBJECT

Amendment to Agreement with SAP Public Services, Inc. for SAP OpenText Core Archive Solution and Tricentis Server

RECOMMENDATION(S)

1. Approve **Amendment No. 1 to Agreement No. 24-674** with SAP Public Services, Inc., for software as a service and infrastructure as a service, to include the SAP OpenText Core Archive solution and additional server to host the Tricentis solution, in the amount of \$883,546, utilizing available contract credits with no change to the contract total of \$20,701,203, and with no change to the contract term of July 31, 2024, through September 8, 2029.
2. Authorize the Auditor-Controller/Treasurer/Tax Collector to approve additional change orders or amendments to add services to Agreement No. 24-674 with SAP Public Services, Inc. to utilize the remaining contract credit of \$623,157, subject to review by County Counsel.
3. Direct the Auditor-Controller/Treasurer/Tax Collector to transmit any change orders or amendments to Agreement No. 24-674 with SAP Public Services, Inc. to the Clerk of the Board of Supervisors within 30 days of execution.

(Presenter: Ensen Mason, Auditor-Controller/Treasurer/Tax Collector, 382-7000)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

Operate in a Fiscally-Responsible and Business-Like Manner.

FINANCIAL IMPACT

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). The additional amount of \$883,546, and the remaining contract credit amount of \$623,157, will be covered by the \$1,506,703 Transformation Incentive/Cloud Credit reflected in Agreement No. 24-674 (Agreement) with SAP Public Services, Inc. (SAP), approved by the Board of Supervisors (Board) on July 30, 2024 (Item No. 1), with no change to the contract total of \$20,701,203.

BACKGROUND INFORMATION

On July 30, 2024 (Item No. 1), as a result of the Non-Competitive procurement, the Board approved the Agreement with SAP, in the amount of \$20,701,203 for the term of July 31, 2024, through September 8, 2029. As part of the Agreement, a Transformation Incentive/Cloud Credit of \$1,506,703 was included on Page 6, Sections 9.3 and 9.4.

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The County's SAP enterprise resource planning (ERP) system, used countywide and by select non-County entities, was originally deployed within the County's data center. To comply with SAP's modernization roadmap, the County is required to migrate to the SAP S/4 HANA RISE Private cloud environment by 2027. This transition will enhance data security and provide advanced capabilities for streamlining business processes across County departments.

On January 2, 2025, the SAP Center of Excellence (CoE) Division initiated the SAP S/4 HANA cloud migration project. As project activities progressed, two critical infrastructure needs were identified:

1) Cloud-Based Document Archiving

The current on-premises SAP ECC system stores approximately 1.2 terabytes (TB) of document attachments, including invoices, procurement contracts, supporting documentation, and financial reports. To optimize system storage and meet San Bernardino County's Records and Archives Management policies – which require document accessibility for five to ten or more years – a secure cloud-based archiving solution is needed.

The proposed solution is the SAP OpenText Core Archive, which provides a compliant, cloud-based environment for document archiving and long-term access.

2) Cloud Server for SAP Testing Tools

To support comprehensive SAP testing and quality assurance, particularly during migration, the County requires a cloud server to host Tricentis LiveCompare and Tosca. These tools facilitate risk-based and automated testing, allowing the SAP CoE Division to focus efforts on impacted areas, minimize unnecessary testing, and accelerate SAP enhancement deployments.

The migration to SAP S/4 HANA RISE presents an opportunity to improve operational efficiency, data governance, and long-term system sustainability. Incorporating cloud-based archiving and testing infrastructure into the project scope will enhance the County's compliance with data retention policies and support the successful execution of this strategic initiative.

Recommendation No. 1 will approve an amendment to the Agreement to utilize \$883,546 of the Transformation Incentive/Cloud Credit to address the additional infrastructure needs, with no change to the contract total of \$20,701,203.

Recommendation No. 2 will allow ATC to approve additional change orders or amendments to utilize the remaining contract credit of \$623,157. Granting this delegated authority will streamline the approval process, allowing the County to quickly respond to emerging needs and opportunities for additional cloud services throughout the life of the contract. This will help avoid potential delays, thereby ensuring that the County can fully leverage the benefits of the remaining contract credit.

In today's digital service environment, cloud infrastructure decisions must often adapt quickly to project timelines, security requirements, and user demand. The remaining cloud credits are a non-cash asset already allocated to the County. If not used before expiration, they will be forfeited—resulting in lost public value. Delegating limited authority ensures timely and responsible use of these credits for essential technology needs, preserving taxpayer investment and enabling efficient operations. Furthermore, this delegated authority will be exercised with

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oversight, as all changes will be subject to review by County Counsel. This ensures that any amendments or additional services are in compliance with legal and contractual obligations, maintaining the integrity and accountability of the process.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Kristina Robb, Deputy County Counsel, 387-5455) on May 20, 2025; Purchasing (Jessica Barajas, Supervising Buyer, 387-2065) on May 15, 2025; Finance (Jenny Yang, Administrative Analyst, 387-4884) on May 21, 2025; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on May 23, 2025.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 10, 2025



cc: ATC - Barcelona-Nuqui w/ agree
Contractor c/o ATC w/ agree
File w/ agree
JLL 06/17/2025