

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY



Contract Number

24-674 A-2

SAP Number

Auditor-Controller/Treasurer/Tax Collector

Department Contract Representative
Telephone Number

Rowena Barcelona-Nuqui
(909) 382-7046

Contractor
Contractor Representative
Telephone Number
Contract Term
Original Contract Amount
Amendment Amount
Total Contract Amount
Cost Center
Grant Number (if applicable)

SAP Public Services, Inc.
Chad Kelly
(619) 206-4141
7/31/2024 – 9/8/2029
\$20,701,203
N/A
\$20,701,203
3401901000
N/A

Briefly describe the general nature of the contract: Amendment No. 2 to Agreement No. 24-674 with SAP Public Services, Inc., for software as a service and infrastructure as a service, to add 1,100 SAP AnalytCloud BI public CF licenses for the period of October 14, 2025, to September 8, 2026 in the amount of \$127,790.78, utilizing available contract credits with no change to the contract total of \$20,701,203, and with no change to the overall contract term of July 31, 2024, through September 8, 2029.

FOR COUNTY USE ONLY

Approved as to Legal Form

Handwritten signature of Kristina Robb.

Kristina Robb, Deputy County Counsel

Date 9/18/25

Reviewed for Contract Compliance

Handwritten signature.

Date _____

Reviewed/Approved by Department

Handwritten signature of Ensen Mason.

Ensen Mason, Auditor-Controller/Treasurer/Tax Collector

Date 9/22/25

**Amendment SAP Reference No. 3063296606 ("Amendment")
to
Order Form for SAP Cloud Services SAP Reference No. 3062731585 ("Order Form")**

Between SAP Public Services Inc.
1399 NEW YORK AVENUE N.W. SUITE 800
WASHINGTON, DC 20005
USA
("SAP")

And San Bernardino County
268 W. Hospitality Lane, 4th Floor
SAN BERNARDINO, CA, 92415-0018
("Customer")

Customer ID: 1021033
Case ID: 3063296606

1. AMENDMENT TO ORDER FORM

This Amendment constitutes an offer by SAP and, when signed and returned by customer on or prior to the offer expiration date, amends the Order Form to add the SAP Cloud Services identified in Section 2, below, and becomes a binding agreement between SAP and Customer effective on the date signed by Customer. Capitalized terms not defined in this Amendment shall have the meanings assigned to such terms in the Order Form.

Offer Expiration Date: 10/07/2025

- 2.** The transformation incentive granted under the applicable underlying Order Form shall also apply to this Upsell, in accordance with the terms and conditions set forth therein.

3. ADDITIONAL CLOUD SERVICE

The table identifying the SAP Cloud Service in the Order Form is hereby amended by adding the SAP Cloud Services set forth below. The initial Subscription Term of such Cloud Services shall be as indicated below, unless Customer is notified of a later actual Start Date due to system provisioning.

From 10/14/2025 To 09/08/2026

SAP Cloud Service	Usage Metric	Usage Metric Limitation	Annual Fee	Product Start Date	Product End Date	Total Fee in USD
SAP AnalytCloud BI public CF	1 User	1,100	141,273.00	10/14/2025	09/08/2026	127,790.78

Total Net Fee	127,790.78
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Period 1 From 10/14/2025 To 09/08/2026	127,790.78
Total Net Fee	127,790.78

The amounts set out above are net amounts and will be subject to fee changes as set forth in the Order Form. Applicable taxes are not included. Usage Metric Limitation shows the maximum quantity that Customer may use over a 12-month period.

Accepted By:

SAP Public Services Inc.
(SAP)

Accepted By:

San Bernardino County
(Customer)

DocuSigned by:

Cameron Loyal

6097C2FE59B4744E

Name: Cameron Loyal

Title: Assistant General Counsel

Date: September 19, 2025

DS
at

Ensen Mason

Name: Ensen Mason

Title: Auditor-Controller/Treasurer/Tax Collector

Date: 9/22/25



San Bernardino County
DELEGATED AUTHORITY – DOCUMENT REVIEW FORM
Department Signature

This form is for use by any department or other entity that has been authorized by Board of Supervisors/Directors' action to execute agreements, amendments to agreements or grant applications/awards, on their behalf. All documents to be executed under such delegated authority must be routed for County Counsel review (and Clerk of the Board as needed) prior to signature by designee. **For detailed instructions on delegated authority, reference Section 7.2 of the [Board Agenda Item Guidelines](#).**

Department/Agency/Entity: Auditor-Controller/Treasurer/Tax Collector Due Back to Department By (Date): 9/23/2025

Contact Name: Rowena Barcelona-Nuqui Telephone: (909) 382-7046

Agreement No.: 24-674 Amendment No.: 2 Date of Board Item: 6/10/2025 Board Item No.: 33

Name of Contract Entity/Project Name: SAP Public Services, Inc.

Include information from the Board Agenda Item that delegates authority, a justification for approval by the specified authority and how it connects to the original recommendation. Also include a brief background on the request, including details as to what program is being served, documents that require signature, and any other pertinent information, such as dollar amounts, date changes and details that summarize the action requested. If additional space is needed, please attach a separate page.

Item No. 33 from June 10, 2025, grants delegated authority to the Auditor-Controller/Treasurer/Tax Collector (ATC) as described in recommendation No. 2. ATC is approving an additional change order provided by SAP to request 1,100 additional SAP Analytics Cloud licenses for \$127,790.78, utilizing the remaining contract credit of \$623,157. The original contract included only 100 user licenses for the SAP Analytics Cloud reporting tool. As work continues on the SAP S/4HANA Rise Private cloud project set to go live in January 2026, the SAP CoE team determined that 100 user licenses were insufficient since the County currently has more than 1,100 SAP users.

Select the document proposed for signature, which must be submitted with this request:

- ☐ Standard County Contract ☒ Signed Coversheet and Non-Standard County Contract
☐ Grant Application ☐ Other:

Attach the Board Agenda Item that delegated the authority, copies of the initial document (agreement, grant award, etc.) and all subsequent amendments. **Note:** If there are numerous amendments, please contact the assigned County Counsel to determine if all amendments need to be attached.

Department Routed to County Counsel	County Counsel Name: Kristina Robb	Date Sent: 9/17/2025
Reviewing County Counsel Use Only	Review Date <u>9/18/25</u>  Signature	Determination: ☒ Within Scope of Delegated Authority ☐ Outside Scope of Delegated Authority; return to Department for preparation of agenda item
If the Board Agenda Item requires the document be returned to the Clerk of the Board, County Counsel will route the approved form and submission documents to COB-Delegated Authority with a cc to the department contact. Clerk of the Board will verify it meets the submission requirements and notify the department to transmit the executed hard copies within 30 days of execution. If the Board Agenda item does not require the document be returned to the Clerk of the Board, County Counsel will route the signed form back to the department.		

Note: This process should NOT be used to execute documents under a master agreement or template, construction contract change orders, or approval of documents under County Policies 11-15 and 11-16. Contact your assigned County Counsel for instructions related to review of these documents.