

**CONFIRE**

## STAFF REPORT

**DATE:** April 22, 2025

**FROM:** Nathan Cooke, Interim Director

**BY:** Damian Parsons, Finance/Administration Director

**TO:** CONFIRE Administrative Committee

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**SUBJECT:** Purchase of Oracle NetSuite for Government Cloud Services

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### Recommendation

1. Approve Participating Addendum to the Master Agreement with Oracle America, Inc. to utilize Cloud Solutions under the National Association of State Procurement Officials ValuePoint Master Agreement for Cloud Solutions (contract #AR2487) at no cost.
2. Approve Ordering Document Number CPQ-3532540-1 for subscription to use Oracle NetSuite for Government Cloud Service in an amount not to exceed \$63,558 per year for a total cost of \$317,790 for five years.
3. Approve Ordering Document Number US-17574673 for professional services to implement Oracle NetSuite for Government Cloud Services in an amount not to exceed \$226,229.

### Background Information

CONFIRE's financial operations currently rely on a combination of disconnected systems and Microsoft Excel spreadsheets, resulting in inefficient workflows, limited data visibility, and increased risk of manual errors. These limitations have hindered staff's ability to produce timely financial reports and budget information, maintain compliance, and support effective planning and decision-making. In response to these challenges, the organization evaluated leading ERP solutions and determined that Oracle NetSuite offers the most robust, scalable, and cloud-based platform to address our needs.

Oracle NetSuite is a comprehensive cloud ERP platform that provides a unified suite of financial tools designed to optimize key operations, including:

- Centralized Financial Management: Consolidates core accounting, budgeting, financial reporting, purchasing and procurement processes into a single platform.
- Automated Budgeting and Expense Tracking: Eliminates manual spreadsheet processes with dynamic, real-time tools that enhance accuracy and reduce administrative effort.

- Fixed Asset Management: Tracks asset acquisition, depreciation, revaluation, and disposal across the asset lifecycle.
- Real-Time Dashboards and Analytics: Delivers up-to-date financial insights to support strategic decision-making.
- Cloud-Based Accessibility and Scalability: Enables secure, remote access and scalability to grow with organizational needs.

These capabilities will significantly enhance staff efficiency, accuracy, and visibility into financial data, while positioning the organization for scalable growth.

The procurement of Oracle NetSuite for Government Cloud is made possible through a Participating Addendum with Oracle America, Inc., under the California Department of General Services' National Association of State Procurement Officials (NASPO) ValuePoint Cooperative Agreement for Cloud Services. This agreement was competitively bid and awarded through NASPO ValuePoint, allowing California public entities to leverage pre-negotiated pricing and terms without the need for a separate bidding process. This ensures procurement compliance and cost effectiveness. CONFIRE's legal counsel reviewed the requirements and determined that CONFIRE can utilize a NASPO Agreement and be exempt from any bidding requirements.

The total cost to implement and operate the Oracle NetSuite platform includes:

- Annual Subscription Fee \$63,558 per year
  - Term: 60 months (5 years)
  - Billed Quarterly
  - Total Subscription Cost Over Term: \$317,790
- Implementation and Services Cost: \$226,229
  - Billed as services are rendered

The implementation cost covers data migration, system configuration, user training, deployment support and creating an interface or file transfer protocol to synch with the County's SAP financial system, which will remain CONFIRE's system of record.

CONFIRE staff recommends approval of the purchase and implementation of Oracle NetSuite Enterprise Cloud Platform for a 60-month term to replace fragmented systems and outdated Excel-based workflows with an integrated, scalable financial management solution capable of meeting our current and future operational needs.

### **Fiscal Impact**

The total first year costs for implementation and system usage are \$289,787 and will be funded by General Fund Operating Reserves Fund 5008. Ongoing annual costs of \$63,558 will be funded through the elimination of costs for the current procurement system (\$10,266/yr) and Call Volume revenues.