



# STAFF REPORT

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**Meeting Type:** Board of Directors  
**Title:** Amendments to MA 6046 to extend Rimini Street RSITE Subscription Service for SAP Payroll  
**From:** Bret Uppendahl, Finance Director  
**Through:** Shaun Horne for Ben Horenstein, General Manager  
**Meeting Date:** June 17, 2025

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**TYPE OF ITEM:**        X        Action                    Information

**RECOMMENDATION:** Authorize the General Manager to execute quarterly amendments for software license and maintenance renewals with Rimini Street, Inc. (RSI) for their RSITE subscription service to renew maintenance and support through March 31, 2026 for a total amount not to exceed \$150,000

**SUMMARY:** The RSITE subscription service from Rimini Street provides the District with essential tax, legal, and regulatory updates for our ERP systems and ensures compliance with state and federal tax updates when processing payroll. RSITE has been used by the District for over three years and is tightly integrated into our production SAP ECC system. While RSITE will ultimately be phased out as part of the ERP Modernization project, it is required for the next three quarters to process payroll and keep our systems current.

**DISCUSSION:** At the end of 2024 the District transitioned from 3rd party SAP support provided by Rimini Street and reinstated support directly from SAP. This was an essential first step to begin the ERP Modernization project. One key service from Rimini Street that was tightly integrated into our production systems remained however, which was the RSITE tax, legal & regulatory software compliance service. RSITE is essential to keeping our ERP systems running smoothly and ensuring the District remains compliant with federal and state tax updates. RSITE will be renewed quarterly starting June 30th of this year, and will be active until the first quarter of 2026.

Staff recommends that the Board authorize the General Manager to execute quarterly amendments to MA 6046 to extend the proposed software maintenance through March 31, 2026 with Rimini Street for a total not to exceed amount of \$150,000.

**ENVIRONMENTAL REVIEW:** Not applicable.

**FISCAL IMPACT:** The renewals will cover all licenses and entitlements from the Rimini Street, Inc. (RSI) and will be invoiced on a quarterly basis:

RSITE Subscription & Rimini Street Support Q3 2025:	\$50,000
RSITE Subscription & Rimini Street Support Q4 2025:	\$50,000
RSITE Subscription & Rimini Street Support Q1 2026:	\$50,000

Funding for the expenditures detailed above is available within the Information Technology Department's Operational budget for Fiscal Year 2025-26.

**ATTACHMENT(S):** None.

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Finance	 Bret Uppendahl Finance Director	 Shaun Horne for Ben Horenstein General Manager