

DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

User Department: Department of Innovation and Technology (IT)

From: Keishia Mosley

ITB No.: 16-500417

Title: Professional Services for the Implementation of Oracle Hyperion Planning and Budgeting Cloud Services for Public Sector.

Effective Date: August 1, 2017

Expiration Date: December 31, 2018

Contract APPROVED Amount: \$747,000.00

Contractor(s)	Contract No.	Amount Spent
Deloitte Consulting LLP	1081988	\$249,000.00

Total Amount Spent to Date: \$249,000.00

User Department Recommendation:

After completing the business process review discoveries, the following items were omitted from scope of work and now need to be included:

- Extend contract end date through December 31, 2020.
- Budget/IT had previously acquired and licensed the Oracle Enterprise Reporting Cloud Service (EPRCS) software and now elects to implement it as our primary reporting tool. This item was not included as a requirement in the RFP Cost \$68,667.00
- Budget/IT has previously deemed Capital Improvement decision packages as out of scope and not needed. After business process review, we need the capital decisions packages to send CIP data to Projects and Grants - \$41,227
- Given the complexity of the revenue budgeting process, Budget/IT has realized the need for additional post go-live support hours. - \$148,640

Department Director Signature

Date

Funding: General Enterprise 3 Digit Fund Code 100

CIP Line Item No. (if applicable): _____

For Use by Purchasing and Contracting:

Approve Deny

Additional Comments:

Purchasing and Contracting Signature

Date

Change Order #1 to Contract #1081988

This Change Order Number 001 is entered into by Deloitte Consulting LLP (“Deloitte”) and the DeKalb County (“County”) for the for the provision of Professional Services to implement Oracle Hyperion Planning and Budgeting Cloud Services (PBCS) dated October 3, 2017 (“Agreement”), **Description of Services:** This Change Order amends the Contract for services provided by Deloitte Consulting to the County. This Change Order represents the additional out of scope services requested by the County for additional resources and activities associated with the implementation services of the already acquired Enterprise Planning Reporting Cloud Service (EPRCS) and Capital Projects financial planning. The County also desires to extend and acquire additional Post Go-Live support to ensure a smoother transition during the next Budgeting cycle.

WHEREAS, Deloitte has agreed to provide the following services in connection with DeKalb County’s Implementation of Oracle Hyperion Planning and Budgeting Cloud Services in accordance with the Statement of Work derived from the County’s Request for Proposal;

NOW THEREFORE, in consideration of the foregoing recitals which are incorporated into and a material part of this Change Order 001, and the provisions set forth herein, the County and Deloitte agree:

Proposed Work:

1. Implementation of Oracle’s Enterprise Performance Reporting Cloud Service (EPRCS)

The County has previously acquired and licensed the software and now elects to implement Oracle Enterprise Reporting Cloud Service (EPRCS) as its primary reporting tool. The SOW deemed the implementation of EPRCS as out of scope. Deloitte will now implement EPRCS as part of the current Oracle Hyperion Planning and Budgeting Cloud implementation. DeKalb’s Hyperion PBCS will leverage the EPRCS features, including SmartView for Word, to produce formatted budget books and budget bills that can be printed or posted on the County’s website.

EPRCS IMPLEMENTATION

Item Description	QTY	Fully Loaded Fixed Extended Price
Deloitte in collaboration with the County has determined the appropriate application to fulfill the reporting requirements is Oracle Enterprise Performance Reporting Cloud Service (EPRCS). Deloitte will implement EPRCS instead of the originally proposed Oracle Hyperion Financial Reporting (HFR) . Deloitte calculated the total estimate of effort for implementing EPRCS. It is determined by the number and complexity of reports documented in the Scope section of the SOW. These reports are derived from our thorough understanding of the requested scope, and the decomposition of the various budget books. We then plugged this into our proprietary Hyperion estimating tool, giving credit for the unfinished and proposed HFR reports and arriving at the fixed price cost for implementing EPRCS.	1	\$ 68,667.00

2. Implementation and Configuration of Capital Decision Packages

DeKalb's PBCS solution has one remaining and separate model, which will be used to manage Capital Decision Packages along with their associated justifications and fund planning, supported by a multi-year budgeting capability. This allows users to evaluate and submit for approval operating dollars for spending on capital projects within the application. Oracle EBS will remain the system of record for planning and budgeting capital projects.. Users will then have the ability to determine, recommend and then submit the fund request for approval using workflow. The decision package will contain the information, justifications, attachments and all the project fund details to make informed decisions. This Decision Package capability will help in performing CIP adjustments, collaboration and bundling of Decision Packages.

CAPITAL BUDGETING DECISION PACKAGES

Item Description	QTY	Fully Loaded Fixed Extended Price
Creation and Implementation of Capital Decision Packages including forms, rules, workflow and reports for Department user and OMB analysts and approvers	1	\$ 41,227

3. Additional Post Go-Live Support

Deloitte previously committed in the SOW to provide 30 days of post-production support for the deployed application. This change order will modify the start date of the Post-Production support period to begin upon the County's actual use of the system in Production, which is defined as when the County logs into the system and begins the first task on the task list to begin the next Budget cycle. Deloitte resources will assist County personnel with any functional or process issues. The Deloitte and County teams will conduct scheduled reviews of any Production Support tickets. In conjunction with Oracle's Production Support and the County Project Manager, Deloitte will work to help identify and remedy issues. The County wishes to acquire an additional batch of hours that may be used at their discretion over the next six months, including requesting Deloitte staff be available, with at least 2 weeks' notice, during the first budget cycle to provide support as needed.

POST GO-LIVE SUPPORT

Item Description	Hours	Rate	Fully Loaded Extended Price
Deloitte post go-live support services include support for all components and deliverables Deloitte has delivered on the engagement.			
Onsite Sr. Consultant	320	\$ 217	\$ 69,440
InCenter Solution Consultant	720	\$ 110	\$ 79,200
TOTAL			\$ 148,640

TOTALS

4. Totals

TOTALS

Item Description	QTY	Fully Loaded Extended Price
1. Implementation of Oracle's Enterprise Performance Reporting Cloud Service (EPRCS)	1	\$ 68,667
2. Implementation and Configuration of Capital Decision Packages	1	\$ 41,227
3. Additional Post Go-Live Support	1	\$ 148,640
TOTALS		\$ 258,534

