Snohomish County

Upgrade v9 – Oracle to SQL Migration

Change Order 010

version 1.0

Title

Extend Project by three (3) weeks. Change Go-live date from September 11, 2023 to October 2, 2023. Utilize Contingency Hours' Bucket for extension (Non-monetary Change Order for P-145201).

Background and Justification

The purpose of this Change Order is to amend the Statement of Work for Upgrade v9 / New Feature Implementation & Oracle to SQL Migration as follows:

The County has requested to extend go-live by three (3) weeks. Hours for this extension will be taken from MP23 Contingency Hours' Bucket (from change order 006).

This re-baseline of the project schedule has become necessary as the additional customization work from change order 006, is too heavy to achieve by the current go-live date. The County needs to test the customization pieces within a reasonable amount of time prior to End-User Training and Go-live.

This Change Order and Amendment is made by and between Cayenta, a Division of N. Harris Computer Corporation and Snohomish County and the Statement of Work made effective as of October 1, 2021.

Contact & General Information

	Snohomish County	**Cayenta**
Contact	Ken Klein	Tracey Whitmore
Email	kenneth.klein@co.snohomish.wa.us	twhitmore@harriscomputer.com
Date		
Product	Cayenta ERP	

Description of Changes

Cayenta to: provide re-baseline schedule and extend go-live to October 2, 2023.

New Milestone - Description

The table below shows the project-extension hours using MP23 both before and after Change Order 010. (MP23 is the Parent MP for Contingency Hours.)

MP23 Before and After CO10

MP#	Description	Acceptance Criteria	Due Date	Hours	Total $ Amount
	MP23 Hours before CO10			**334**	**$66,800**
MP23B-CO6	Application Consultant Hours (15h per week) (CO-010)	Re-baseline and extension – due upon go-live	30-Sep-23	45	$9,000
MP23B-CO6	Project Management Hours (15h per week) (CO-010)	Re-baseline and extension – due upon go-live	30-Sep-23	45	$9,000
			Total:	90	$18,000
	MP23 Remaining Hours			244	$48,800

Payment Milestones

The table below provides a description of the outstanding project milestones with the new re-baseline date, where applicable.

Payment ID	Payment Milestone Description	Current Invoice Date	Updated Invoice Date
MP08	Budget Prep Delivery - Milestone Payment - MP08 (See CO-002)	08/31/23	12/15/23
MP16	Mock Go-live - Milestone Payment - MP16	08/07/23	08/25/23
MP17	Go Live Planning & Preparation Completed - Milestone Payment - MP17	09/08/23	09/08/23
MP18	Go-live Completed - Milestone Payment - MP18	09/18/23	10/2/23
MP19	Post Go Live Support - Month 1 - Milestone Payment - MP19	10/16/23	10/31//23
MP20	Post Go Live Support - Month 2 - Milestone Payment - MP20	11/13/23	11/30/23
MP21	Post Go Live Support - Month 3 - Milestone Payment - MP21	12/11/23	12/31/23
MP-CO6-01	SNO-INT7A -Amanda Billing Permit Fees Delivered for Testing		Post Go-live
MP-CO6-05	NEW-INT22 -Workiva Delivery for Testing		Post Go-live
MP-CO6-06	SNO-INT5 -Cartegraph Equipment Delivery for Testing		Post Go-live

Payment ID	Payment Milestone Description	Current Invoice Date	Updated Invoice Date
MP-CO6-08	NEW-INT19 -Point & Pay Invoice PDFs Delivery for Testing		Post Go-live
MP-CO6-09	NEW-INT21 -Equipment Rates to Cayenta Delivery for Testing		Del. Need Sig.
MP-CO6-12	SNOCO_OP_TRANSFERS Delivery for Testing		Post Go-live
MP-CO6-15	SNOCO_PROJECT_COST Delivery for Testing		Post Go-live
MP-CO6-16	SNOCO_YTD_EXP_MISC Delivery for Testing		Post Go-live
MP-CO6-27	SNOCO_LTD_EXPENDITURE Delivery for Testing		Post Go-live
MP-CO6-29	Report Development Support - hours to be used within confines of project		12/31/23
MP-CO6-30	Security Configuration Delivery for Testing		Del. Need Sig.
MP-CO6-32	Payroll: Payroll Framework Model to View Historical Payroll Information in v9		Post Go-live
MP-CO6-33	Payroll: Report for Cay_EarningsAllYrs (add to menu structure)		Post Go-live
MP23	Contingency Fund for further customization items: this milestone will be adjusted via Change Control Process throughout project, as needed. Deliverable and milestone examples: MP23A, MP23B etc. Hours unused will be descoped at Project Completion.		12/31/23
MP23A-CO6	Add BATCH as part of request for AddCCPayment (CO7)		8/31/23
MP23B-CO6	Appcon & PM Hours (15h per week, each) (CO-10)		9/30/23

Project Impact	
Budget	No Impact
Resources	No Impact
Payment Milestones	Move 90h from Contingency MP23 to MP23B-CO6 for Project Exension
Schedule	Re-baseline schedule as per Appendix A

Snohomish County

Cayenta

Approval

0	$200	$0
Chargeable Hours	**Rate**	**Amount**

Ken Klein — Digitally signed by Ken Klein
Date: 2023.10.03 10:05:51 -07'00'

Client Signature	**Date**

Ken Klein
Project Sponsor

DocuSigned by:
Larissa Wong
EB5BE63DBD17432...

12/13/2023

Cayenta Signature	**Date**

Larissa Wong
Vice President Professional Services

Monetary change orders will be executed with the return of the signed change order. The remaining fees shall be invoiced after delivery of goods and services and due thirty (30) days from the date of invoice.

Any applicable travel and lodging expenses shall be billed monthly as the work is performed and due thirty (30) days from the date of invoice.

Your signature serves as an acceptance of the "Amount" listed above as it relates to the description of work contained in this Change Order. Your signature also indicates you have reviewed and agree to the scope of work as detailed in any accompanying enclosures or attachments. This signed document indicates that you have provided all of the accurate information necessary to produce the work as stated in the above Change Order.

Internal Use Only

Customer # _____   Application # _____   Originated by # _____   PO# 0000000

Appendix A: Baseline Schedule

The schedule below will serve as the Re-baseline schedule which all parties will work towards. Delays or changes to this schedule will be addressed through the Change Control Process as defined in the statement of work.

Task Name	Duration	Start Date	End Date
Contract Signing	0	10-01-21	10-01-21
License Fees + Acucobol Migration Fee - Milestone Payment - LICENSE-01	0	10-01-21	10-01-21
Annual Subscription fees - Milestone Payment - SUBS-01	0	10-01-21	10-01-21
Project Initiation Completed - Milestone Payment MP02	0	12-24-21	12-24-21
Environment Setup	36d	03-15-22	05-04-22
Pre-Configuration	153d	11-12-21	06-30-22
Data Conversion 1 (use for BPT)	5d	07-05-22	07-11-22
Business Process Testing (using CONV0 data)	264d	06-20-22	07-21-23
Custom Development (CO-005 - 750h) and (CO-006 - Additional)	274d	08-02-22	09-15-23
Interface Workshop	330d	06-13-22	10-17-23
Integrated Testing	222d	10-24-22	09-22-23
Data Conversion 4 (MOCK Go-Live) (use for Daily Ops)	3d	08-17-23	08-22-23
MGL Planning	2.5d	08-01-23	08-03-23
Mock Go-live Tasks (MGL) (use Conv4 data)	2d	08-21-23	08-23-23
Daily Operations	13d	07-31-23	08-17-23
End User Training	22d	08-28-23	09-28-23
End User Training Completed	0	09-28-23	09-28-23
Go Live - Planning & Preparation	22d	08-28-23	09-28-23
Go Live	1.5d	09-29-23	10-02-23
Post Go Live Support Month -1	21d	10-03-23	10-31-23
Post Go-live Support Month -2	22d	11-01-23	11-30-23
Post Go-live Support Month -3	21d	12-01-23	12-29-23
Project Close	38d	11-08-23	12-29-23
Environment Installation - Milestone Payment - MP01	0	05-17-22	05-17-22
Pre-Configuration Completed - Milestone Payment - MP03	0	07-29-22	07-29-22
Data Conversion 1- Milestone Payment - MP09	0	07-19-22	07-19-22
Business Process Testing Complete - MP04	0	11-22-22	11-22-22
Reporting & Interface Workshop and Plan Delivered - Milestone Payment - MP05	0	05-05-23	05-05-23
Budget Prep Delivery - Milestone Payment - MP08 (See CO-002)	0	11-09-23	11-09-23
Dashboard Completed - Milestone Payment - MP06	0	03-10-23	03-10-23
General Ledger Analytics Completed - Milestone Payment - MP07	0	02-09-23	02-09-23
Integrated Testing Test Cases -Milestone Payment - MP13 A	0	05-23-23	05-23-23
Data Conversion 2 (Integrated Testing Cycle 1) - Milestone Payment - MP10	0	10-31-22	10-31-22

Task Name	Duration	Start Date	End Date
Integrated Testing Support - Cycle 1 - Milestone Payment - MP13 B	0	06-16-23	06-16-23
Data Conversion 3 (Integrated Testing Cycle 2) - Milestone Payment - MP11	0	06-22-23	06-22-23
Integrated Testing Support - Cycle 2 - Milestone Payment - MP14	0	07-28-23	07-28-23
Data Conversion 4 (Mock Go Live) - Milestone Payment - MP12	0	08-22-23	08-22-23
Mock Go-live - Milestone Payment - MP16	0	08-23-23	08-23-23
Daily Operations Testing Support - Milestone Payment - MP15	0	08-17-23	08-17-23
Go Live Planning & Preparation Completed - Milestone Payment - MP17	0	09-28-23	09-28-23
Go-live Completed - Milestone Payment - MP18	0	10-02-23	10-02-23
Post Go Live Support - Month 1 - Milestone Payment - MP19	0	10-31-23	10-31-23
Post Go Live Support - Month 2 - Milestone Payment - MP20	0	11-30-23	11-30-23
Post Go Live Support - Month 3 - Milestone Payment - MP21	0	12-29-23	12-29-23
CO-005:	55d	06-07-23	08-25-23
MP22A-CO5 SNO-INT4 - Point and Pay Balances Interface	0	06-07-23	06-07-23
MP22D-CO5 SNO-INT17 - Amanda Billing Customer Information Interface	0	06-07-23	06-07-23
MP22I-CO5 Cognos: Operational Framework Models Install (Accounts Payable)	0	06-09-23	06-09-23
MP22J-CO5 Cognos: Operational Framework Models Install (Job Costing)	0	06-09-23	06-09-23
MP22E-CO5 PO_FORM	0	06-09-23	06-09-23
MP22K-CO5 Cognos: JC Custom Mods	0	06-29-23	06-29-23
MP22C-CO5 SNO-INT16 - Cartegraph Cost Centers Interface	0	06-29-23	06-29-23
MP22H-CO5 SNOCO_PAID_INVOICE	0	08-25-23	08-25-23
MP22G-CO5 SNOCO_PROJ_DETAIL	0	06-29-23	06-29-23
MP22B-CO5 SNO-INT10 - Job Cost into Highline Interface	0	07-17-23	07-17-23
MP22F-CO5 SNOCO_BVA	0	08-25-23	08-25-23
CO-006:	33d	07-31-23	09-15-23
MP-CO6-01 SNO-INT7A - Amanda Billing Permit Fees	0		PGL
MP-CO6-02 SNO-INT6 - Cartegraph Equipment Usage	0	07-31-23	07-31-23
MP-CO6-03 SNO-INT15 - GL equipment usage Validation	0	08-15-23	08-15-23
MP-CO6-04 NEW-INT18 - Point & Pay Payments	0		PGL
MP-CO6-05 NEW-INT22 - Workiva	0		PGL
MP-CO6-06 SNO-INT5 - Cartegraph Equipment	0		PGL
MP-CO6-07 SNO-INT7B -Amanda Billing Code Enforcement Delivery for Testing	0		PGL
MP-CO6-08 NEW-INT19 - Point & Pay Invoice PDFs	0		PGL
MP-CO6-09 NEW-INT21 - Equipment Rates to Cayenta	0		PGL
MP-CO6-10 SNOCO_AIRPORT_AR_TRXNS	0	08-15-23	08-31-23
MP-CO6-11 SNOCO_JC_SHR	0	08-25-23	08-25-23
MP-CO6-12 SNOCO_OP_TRANSFERS	0		PGL

Task Name	Duration	Start Date	End Date
MP-CO6-13 SNOCO_CASH_BACKDATES	0	08-11-23	08-11-23
MP-CO6-14 SNOCO_CASH_TRANSACTIONS	0	08-18-23	08-18-23
MP-CO6-15 SNOCO_PROJECT_COST	0		PGL
MP-CO6-16 SNOCO_YTD_EXP_MISC	0	08-15-23	08-31-23
MP-CO6-17 SNOCO_PROJ_DETAIL_INV	0		PGL
MP-CO6-18 SNOCO_SWM_YTD_EXP	0	08-31-23	08-31-23
MP-CO6-20 SNOCO_REIMB_DETAILS	0	08-25-23	08-25-23
MP-CO6-21 SNOCO_REIMB_DETAILS SUMMARY	0	09-15-23	09-15-23
MP-CO6-22 SNOCO_PROJ_DETAIL_wLBR	0	08-18-23	08-18-23
MP-CO6-23 SNOCO_JC_LIST	0	08-25-23	08-25-23
MP-CO6-24 SNOCO_JC_SUMMARY	0	09-08-23	09-08-23
MP-CO6-25 SNOCO_FED_GRANTS	0	08-15-23	08-15-23
MP-CO6-27 SNOCO_LTD_EXPENDITURE	0		PGL
MP-CO6-28 MLA Custom Mod to include Budget Checking (Snoco Lid-Lift Process)	0	08-30-23	08-30-23
MP-CO6-29 Report Development Support	0		31-Dec-23
MP-CO6-30 Security Configuration	0	07-15-23	08-31-23
MP-CO6-31 Payroll: Report to View YEAR-TO-DATE EARNINGS AND DEDUCTIONS	0	08-04-23	08-04-23
MP-CO6-32 Payroll: Payroll Framework Model to View Historical Payroll Information	0		PGL
MP-CO6-33 Payroll: Report for Cay_EarningsAllYrs (add to menu structure)	0		PGL
MP23 - Contingency Fund (300h + 54h)	0		12-31-23
CO-007			
MP23A-CO6 - Add BATCH as part of request for AddCCPayment (CF-14014) (CO7)	0		08-31-23
CO-010			
MP23B-CO6 - Appcon & PM Hours (15h per week, each) (CO-10)			09-30-23