Snohomish County
Upgrade v9 – Oracle to SQL Migration
Change Order 006
version 2.1

Title

Monetary Change Order for Additional Customization, outside of the 750 hours in Statement of Work

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:

This change order is for additional customization items requested by Snohomish County. Additional items include: Interfaces, Reports, Custom Mod, Report Development Support, Security Configuration, PA (Payroll) Framework Model to view Historical Payroll Information, and Contingency Fund.

Cayenta will keep the County apprised of work being performed on each deliverable in this change order. The County must grant approval for Cayenta to begin work on deliverables on an individual basis. The County reserves the right to develop reports using County resources thereby completing any deliverables listed in the milestones of this change order, and in that event, the County shall notify Cayenta of any specific deliverable that will not ever be approved for Cayenta development. Cayenta will have weekly stand-up meetings with Snoco for Cayenta to receive approval to begin work and to show progress of prior-approved items.

MP-CO6-29 has been added to the scope of work to enable Cayenta to deliver Report Development Support services to Snohomish County on an as-needed basis. Cayenta shall bill for actual hours dedicated to such Support services upon completion of all approved deliverables in this change order, up to 80 hours.

The work effort relating to MP-23, Contingency Fund, shall be defined and agreed upon by both parties during the weekly Sno v9 project meetings prior to work commencing.

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 will customize or replace the additional Interfaces listed below.

Cayenta will develop the additional Reports listed below.

Cayenta will develop the three (3) Payroll Viewing items listed below. (Reports, Payroll Framework Model)

Cayenta to develop a Custom Modification to the MLA (Multi-level Approval) process to support Snohomish's Budget Checking – Lid-lift Process.

Cayenta will provide Report Development Support. These hours are to be used within the confines of the project.

Cayenta will configure the Security for the reports that require this security.

Cayenta will customize further items if required by the County, per Change Control, utilizing MP23 the Contingency Fund.

All changes are inclusive of Project Management and Application Support services.

Payment Milestones

The table below lists the additional Customization Items and: Milestone #, Description, Due Date, Hours, and $ Amount:

MP#	Additional Customization Item - Milestone Description	Acceptance Criteria	Delivery Date	Hours	Total $ Amount
MP-CO6-01	SNO-INT7A -Amanda Billing Permit Fees Delivered for Testing	HARRIS delivers the SNO-INT7A interface to COUNTY for testing	TBD upon CO Approval	62	$12,400
MP-CO6-02	SNO-INT6 -Cartegraph Equipment Usage Delivery for Testing	HARRIS delivers the SNO-INT6 interface to COUNTY for testing	TBD upon CO Approval	70	$14,000
MP-CO6-03	SNO-INT15 -GL equipment usage Validation Delivery for Testing	HARRIS delivers the SNO-INT15 interface to COUNTY for testing	TBD upon CO Approval	79	$15,800
MP-CO6-04	NEW-INT18 -Point & Pay Payments Delivery for Testing	HARRIS delivers the NEW-INT18 interface to COUNTY for testing	TBD upon CO Approval	264	$52,800
MP-CO6-05	NEW-INT22 -Workiva Delivery for Testing	HARRIS delivers the NEW-INT22 interface to COUNTY for testing	TBD upon CO Approval	26	$5,200
MP-CO6-06	SNO-INT5 -Cartegraph Equipment Delivery for Testing	HARRIS delivers the SNO-INT5 interface to COUNTY for testing	TBD upon CO Approval	92	$18,400
MP-CO6-07	SNO-INT7B -Amanda Billing Code Enforcement Delivery for Testing	HARRIS delivers the SNO-INT7B interface to COUNTY for testing	TBD upon CO Approval	62	$12,400
MP-CO6-08	NEW-INT19 -Point & Pay Invoice PDFs Delivery for Testing	HARRIS delivers the NEW-INT19 interface to COUNTY for testing	TBD upon CO Approval	40	$8,000
MP-CO6-09	NEW-INT21 -Equipment Rates to Cayenta Delivery for Testing	HARRIS delivers the NEW-INT21 interface to COUNTY for testing	TBD upon CO Approval	88	$17,600
MP-CO6-10	SNOCO_AIRPORT_AR_TRXNS Delivery for Testing	HARRIS delivers the SNOCO_AIRPORT_AR_TRXNS Report to County for Testing	TBD upon CO Approval	33	$6,600

MP#	Additional Customization Item - Milestone Description	Acceptance Criteria	Delivery Date	Hours	Total $ Amount
MP-CO6-11	SNOCO_JC_SHR Delivery for Testing	HARRIS delivers the SNOCO_JC_SHR Report to COUNTY for Testing	TBD upon CO Approval	26	$5,200
MP-CO6-12	SNOCO_OP_TRANSFERS Delivery for Testing	HARRIS delivers the SNOCO_OP_TRANSFERS Report to COUNTY for Testing	TBD upon CO Approval	23	$4,600
MP-CO6-13	SNOCO_CASH_BACKDATES Delivery for Testing	HARRIS delivers the SNOCO_CASH_BACKDATES Report to COUNTY for Testing	TBD upon CO Approval	23	$4,600
MP-CO6-14	SNOCO_CASH_TRANSACTIONS Delivery for Testing	HARRIS delivers the SNOCO_CASH_TRANSACTIONS Report to COUNTY for Testing	TBD upon CO Approval	23	$4,600
MP-CO6-15	SNOCO_PROJECT_COST Delivery for Testing	HARRIS delivers the SNOCO_PROJECT_COST Report to COUNTY for Testing	TBD upon CO Approval	31	$6,200
MP-CO6-16	SNOCO_YTD_EXP_MISC Delivery for Testing	HARRIS delivers the SNOCO_YTD_EXP_MISC Report to COUNTY for Testing	TBD upon CO Approval	31	$6,200
MP-CO6-17	SNOCO_PROJ_DETAIL_INV Delivery for Testing	HARRIS delivers the SNOCO_PROJ_DETAIL_INV Report to COUNTY for Testing	TBD upon CO Approval	46	$9,200
MP-CO6-18	SNOCO_SWM_YTD_EXP Delivery for Testing	HARRIS delivers the SNOCO_SWM_YTD_EXP Report to COUNTY for Testing	TBD upon CO Approval	62	$12,400
MP-CO6-19	SNOCO_LABOR_PROJECT Delivery for Testing	HARRIS delivers the SNOCO_LABOR_PROJECT Report to COUNTY for Testing	TBD upon CO Approval	31	$6,200
MP-CO6-20	SNOCO_REIMB_DETAILS Delivery for Testing	HARRIS delivers the SNOCO_REIMB_DETAILS Report to COUNTY for Testing	TBD upon CO Approval	31	$6,200
MP-CO6-21	SNOCO_REIMB_DETAILS SUMMARY Delivery for Testing	HARRIS delivers the SNOCO_REIMB_DETAILS SUMMARY Report to COUNTY for Testing	TBD upon CO Approval	15	$3,000
MP-CO6-22	SNOCO_PROJ_DETAIL_wLBR Delivery for Testing	HARRIS delivers the SNOCO_PROJ_DETAIL_wLBR Report to COUNTY for Testing	TBD upon CO Approval	15	$3,000
MP-CO6-23	SNOCO_JC_LIST Delivery for Testing	HARRIS delivers the SNOCO_JC_LIST Report to COUNTY for Testing	TBD upon CO Approval	46	$9,200
MP-CO6-24	SNOCO_JC_SUMMARY Delivery for Testing	HARRIS delivers the SNOCO_JC_SUMMARY Report to COUNTY for Testing	TBD upon CO Approval	31	$6,200
MP-CO6-25	SNOCO_FED_GRANTS Delivery for Testing	HARRIS delivers the SNOCO_FED_GRANTS Report to COUNTY for Testing	TBD upon CO Approval	15	$3,000
MP-CO6-26	SNOCO_LABOR_PROJECT Delivery for Testing	HARRIS delivers the SNOCO_LABOR_PROJECT Report to COUNTY for Testing	TBD upon CO Approval	23	$4,600
MP-CO6-27	SNOCO_LTD_EXPENDITURE Delivery for Testing	HARRIS delivers the SNOCO_LTD_EXPENDITURE Report to COUNTY for Testing	TBD upon CO Approval	15	$3,000
MP-CO6-28	MLA Custom Mod to include Budget Checking (Snoco Lid-Lift Process) Delivery for Testing	HARRIS delivers the MLA Custom Mod to COUNTY for Testing	TBD upon CO Approval	154	$30,800
MP-CO6-29	Report Development Support - hours to be used within confines of project	HARRIS delivers Report Development Support. To be invoiced upon completion of Daily Operations Testing Phase	TBD upon CO Approval	80	$16,000
MP-CO6-30	Security Configuration Delivery for Testing	HARRIS delivers the Security Configuration to COUNTY for testing	TBD upon CO Approval	16	$3,200
MP-CO6-31	Payroll: Report to View YEAR-TO-DATE EARNINGS AND DEDUCTIONS in v9	HARRIS delivers YEAR-TO-DATE EARNINGS AND DEDUCTIONS Report to COUNTY for Testing	TBD upon CO Approval	11	$2,200

MP#	Additional Customization Item - Milestone Description	Acceptance Criteria	Delivery Date	Hours	Total $ Amount
MP-CO6-32	Payroll: Payroll Framework Model to View Historical Payroll Information in v9	HARRIS delivers the Payroll Framework Model to COUNTY for Testing	TBD upon CO Approval	106	$21,200
MP-CO6-33	Payroll: Report for Cay_EarningsAllYrs (add to menu structure)	HARRIS delivers Cay_EarningsAllYrs Report (added to Menu Structure) to COUNTY for Testing	TBD upon CO Approval	22	$4,400
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.	HARRIS delivers agreed-upon customization item to COUNTY for Testing	TBD	300	$60,000
		TOTAL:		**1,992**	**398,400**

Snohomish County

Cayenta

Project Impact	
Budget	$398,400
Resources	No impact
Payment Milestones	See table above
Schedule	To be assessed upon signing of change order

Snohomish County

Cayenta

Approval

1,992	$200/hr	$398,400
Chargable Hours	**Rate**	**Amount**

Client Signature	**Date**

COUNCIL USE ONLY
Approved **7/11/2023**
ECAF # **2023-0734**
MOT/ORD **Motion 23-277**

Ken Klein
Project Sponsor

DocuSigned by:

Larissa Wong

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Cayenta Signature

6/23/2023

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___