

**Date:** July 26, 2022

**Resolution No. 22-629**

**Title:** Approval of Change Order No. 23 with Sierra-Cedar (Alpharetta, GA), to provide support to the Oracle Cloud PBCS module until December 31, 2022

**Department/Agency:** Administration

**Contact:** Megan Vahey-Casiere, Administrator

**Summary/Background:** Resolution No. 19-110 awarded a contract with Sierra Cedar to serve as implementer in conjunction with the Oracle Cloud Enterprise Resource Planning (ERP), Enterprise Performance Management (EPM) and Human Capital Management (HCM).

Change Order No. 1 was for the addition of a Procurement Consultant, at the estimated, not to exceed cost of \$98,000.00, approval Resolution No. 19-263.

Change Order No. 2 was to modify the Scope of the Statement of Work at no additional cost, approval Resolution No. 19-578.

Change Order No. 3 was research into the cost of a technical report developer; this incurred no cost and no commitment was made.

Change Order No. 4 modified the scope of the Statement of Work Enterprise Resource Planning System. This Change Order provided Lucas County with Oracle Transactional Business Intelligence (OTBI) and Business Intelligence Publisher (BI Publisher) Training. This training included two OTBI Sessions and one BI Publisher Session. Lucas County interviewed and approved Consultant Derrick Walters to lead the training sessions. The cost for Change Order No. 4 was in the estimated, not to exceed amount of \$18,800.00, approval Resolution No. 19-658.

Change Order No. 5 modified the scope of the Statement of Work for the ERP System's timeline rollout of the Oracle Planning and Budgeting Cloud Service (PBCS). The impact and/or costs associated with this change does not affect the overall project budget as it is a reallocation of prior approved funding, approval Resolution No. 19-856. Sierra-Cedar will provide remote go-live support for PBCS for 90 days beyond the close-out of the primary project.

Change Order No. 6 is to modify the scope of the Statement of Work to include the performance of end-user training sessions. These training sessions will be provided by trainers that are not part of the existing project team. Lucas County will be responsible for the printing of all job aids prior to the sessions and will also facilitate attendance, track attendance and perform class evaluations.

Change Order No. 7 is to modify the scope of the Statement of Work to include that Sierra-Cedar will now be engaged for report development and delivery for those reports beyond the original 20 included in the original State of Work. The costs for the report development is reduced by Change Order No. 2, which was a giveback of 725 hours at U.S. based rates and any remaining hours in this pool from change order No. 6 will put towards Changer Order No. 7. There is a budget increase of

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\$140,420.00 if no remaining hours from Change Order #2 can be applied to Change Order #7.

Change Order No. 8 is to modify the scope of the Statement of Work to allow Sierra Cedar to engage in "As needed Application Support Services", not to exceed \$100,000.00 over the 6-month period.

Change Order No. 9 supports the move of the Lucas County HCM (Rollout 2) go-live from December 27, 2020 to March 15, 2021 and adjusts the post go-live support period from 90 days to two weeks in support of the first Lucas County bi-weekly payroll. With the go-live change to a mid-year go-live, payroll balances are now required and will be included as part of this change order.

Change Order No. 10 is to modify the Statement of Work to increase the development scope to include Rest API executive for the time keeping system files. This Change Order outlines the technical and functional work needed to design, develop and test the necessary Rest API executive to parse time keeping system files in a format that can be consumed by Oracle Cloud Time and Labor and Absence Management.

Change Order No. 11 supports the move of the Lucas County HCM (Rollout 2) go-live from March 15, 2021 to June 20, 2021.

Change Order No. 12 is to modify the Statement of Work, Enterprise Resource Planning System. To amend the State of Work to increase the development and configuration scope to include custom Oracle Time and Labor and Absence calculations. This is to allow Children Services (CSB) to use Oracle Time and Labor (OTL) and absence Management online so that the current time keeping system PB Apps can be decommissioned.

Change Order No. 13 modifies the scope of MSA Attachment A: Statement of Work Enterprise Resource Planning System. To increase the PBCS implementation support hours from July 2021 through December 2021 at the request of the Office of Management and Budget.

Change Order No. 14 supports the move of the Lucas County HCM (Rollout 2) go-live from Jun 20 2021 to December 19, 2021.

Change Order No. 15 is a request to extend the end date of the Change Order No. 13 from December 31, 2021 to March 31, 2022 at a zero-dollar cost.

Change Order No. 16 is to increase the budget with Sierra-Cedar to Implement the Open Enrollment component of the Oracle Cloud for Benefits. The total cost is on a time & materials basis and estimated at \$132,000.00.

Change Order No. 17 with Sierra-Cedar is an extension of Change Order No. 8, to engage Sierra-Cedar's Managed Support Services to support LCIS for any new development of the system. Also,

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for reports, troubleshooting or other related work to support the Oracle Cloud. The new expiration date is June 30, 2022. There is no cost increase associated with this change order.

Change Order No. 18 is for Lucas County to engage with Sierra-Cedar to provide payroll support on a full-time basis until July 31, 2022. This will be a time & material cost basis not to exceed \$113,600.00. This will result in an increase of the budget to \$5,795,570.00.

Change Order No. 19 is Lucas County will be increasing its budget with Sierra-Cedars managed services group by \$50,000.00 to cover cost with the extension from change order #17.

Change Order No. 20 will be engaging Sierra-Cedar to provide payroll support on a full-time basis until July 31, 2022. This will be a time & material cost basis not to exceed \$113,600.00.

Change Order No. 21 will modify the scope of MSA Attachment A: Statement of Work Enterprise Resource Planning System to provide support to the benefits team for a period of ninety (90) days until June 30, 2022, not to exceed \$44,200.00.

Change Order No. 22 will modify the scope of MSA Attachment A: Statement of Work Enterprise Resource Planning System to provide support to Time & Labor/Absence Management module on a time & material basis until August 31, 2022, not to exceed \$13,600.00.

Change Order No. 23 is a request to extend the end date of the Change Order No. 13 & Change Order 15 from March 31, 2022 to December 31, 2022 at a zero-dollar cost.

Original Bid Sum	\$3,847,000.00
Total Change Order No. 1	\$ 98,000.00
Unspent Funds-Change Order No. 1	\$. (18,800.00)
Total Change Order No. 2	\$ 00.00
Total Change Order No. 3	\$ 00.00
Total Change Order No. 4	\$ 18,800.00
Total Change Order No. 5	\$ 00.00
Total Change Order No. 6	\$ 00.00
Total Change Order No. 7	\$ 140,420.00
Total Change Order No. 8	\$ 100,000.00
Total Change Order No. 9	\$ 95,700.00
Total Change Order No. 10	\$ 15,680.00
Total Change Order No. 11	\$ 730,000.00
Total Change Order No. 12	\$ 171,650.00
Total Change Order No. 13	\$ 147,200.00
Total Change Order No. 14	\$ 00.00

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Total Change Order No. 15	\$	00.00
Total Change Order No. 16	\$	132,000.00
Total Change Order No. 17		00.00
Total Change Order No. 18	\$	154,320.00
Total Change Order No. 19	\$	50,000.00
Total Change Order No. 20	\$	113,600.00
Total Change Order No. 21	\$	44,200.00
Total Change Order No. 22	\$	13,600.00
Total Change Order No. 23	\$	00.00
Total New Sum	\$	5,853,370.00

**Budget Impact:** 4030-113004-57-610002-C0007-00000

**Statutory Authority ORC:** 307.86

**Commissioner Skeldon Wozniak offered the following resolution:**

WHEREAS, in consideration of the above, NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners, Lucas County, Ohio, that:

Section 1. This Board hereby approves the Change Order No. 23 with Sierra-Cedar (Alpharetta, GA), to provide support to the Oracle Cloud Time & Labor/Absence Management modules until December 31, 2022

Section 2. This Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance with the law.

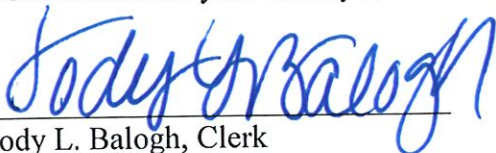
Section 3. This resolution shall be in full force and effect from and immediately upon its adoption.

**Action Taken:**

Commissioner Skeldon Wozniak voted yes

Commissioner Gerken voted yes

Commissioner Byers voted yes

  
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Jody L. Balogh, Clerk