



DATE: May 7, 2014

TO: Honorable Mayor and City Councilmembers

FROM: Financial Services Department

SUBJECT: **APPROVAL OF AMENDMENT 2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH ENTERPRISE TECHNOLOGY SERVICES, LLC FOR ORACLE JD EDWARDS SOFTWARE PROGRAMS AND SUPPORT**

SYNOPSIS

Staff recommends that the City Council approve Amendment 2 in the amount of \$486,943 to the Professional Services Agreement with Enterprise Technology Services, LLC, for Oracle JD Edwards software programs and support; approval of a budget appropriation in the amount of \$139,410 from Unassigned General Funds to various accounts for cash management system upgrades; and authorization for the City Manager to execute the amendment.

BACKGROUND

On October 3, 2012, the City Council allocated \$420,000 for upgrading the Oracle EnterpriseOne 8.12 financial platform with the latest version (i.e. Version 9.1). The project was defined as installing a "like for like" upgrade to deliver "equivalent functionality" of the software. A \$40,000 project contingency was also allocated to be used as needed and upon approval of both the Financial Services Director and Information Technologies Division Manager.

On May 15, 2013, the City Council approved a Professional Services Agreement with Enterprise Technology Services, LLC to provide Oracle technical support for the Information Technologies Division including regular software updates for W-2 and 1099 processing; it did not include new features, enhancements, training, or annual functional support for the Finance Department.

On June 26, 2013, the City Council approved Amendment 1 of the Professional Services Agreement with Enterprise Technology Services, LLC for Oracle 9.1 post upgrade enhancements.

ANALYSIS

As a result of process improvements, more complex accounting needs, improvement in cash management, and reporting in the JD Edwards software programs, staff is finding that there is a need for ongoing functional support. In order to control costs and obtain the support needed throughout each year, staff obtained a fixed fee contract proposal for three years for a total of \$486,943.

Over the last two years, Financial Services staff has been taking over the billing for various departments to work towards having centralized accounts receivable billing. Centralized accounts receivable billing will provide the oversight needed for timely billing, follow up and collection. Harbor is the next department planned to transition to the centralized billing. It is anticipated that the transition will be completed in the first half of the 2014-15 fiscal year.

For the 2014-15 fiscal year, staff is planning to implement online purchase order requisition self service. This will allow departments to electronically request, approve and finalize purchase orders. The final invoicing will also be processed online eliminating the need for paper invoices being sent to Finance for processing. It is anticipated that the implementation will be completed in the second half of the 2014-15 fiscal year.

To provide improve controls over cash handling and self-service for Library patrons, it is necessary to upgrade the cash management system at both Library locations. This will add the ability to accept credit cards as well as cash. The project will be completed in the first half of the 2014-15 fiscal year. The Request for Proposals for this project is in process.

FISCAL IMPACT

The cost for the services outlined in Amendment 2 is broken down as follows:

FY 2013-14	\$54,410	Annual Support Fee
FY 2014-15	169,000	Annual Support Fee
	39,780	Harbor Billing Upgrade
	54,753	Online Purchase Order
FY 2015-16	169,000	Annual Support Fee
TOTAL	\$486,943	

The budget appropriation from the Unassigned General Funds will be assigned to the following accounts:

220000101.5305	\$54,410	Financial Svcs Accounting
350357101.5330	\$85,000	Library Support Services
TOTAL	\$139,410	

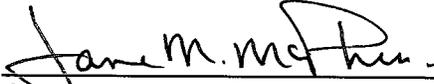
CITY ATTORNEY'S ANALYSIS

The referenced documents have been reviewed by the City Attorney and approved as to form.

RECOMMENDATION

Staff recommends that the City Council approve Amendment 2 in the amount of \$486,943 to the Professional Services Agreement with Enterprise Technology Services, LLC, for Oracle JD Edwards software programs and support; approval of a budget appropriation in the amount of \$139,410 from Unassigned General Funds to various accounts for cash management system upgrades; and authorization for the City Manager to execute the amendment.

PREPARED BY:



Jane M. McPherson
Accounting Manager

SUBMITTED BY:



Steven R. Jepsen
City Manager

REVIEWED BY:

Michelle Skaggs Lawrence, Deputy City Manager

James R. Riley, Financial Services Director

Yukari Krause Brown, Information Technologies Division Manager







Attachments: Amendment 2

CITY OF OCEANSIDE
AMENDMENT 2 TO
PROFESSIONAL SERVICES AGREEMENT

THIS AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT (hereinafter "Amendment"), dated April 16, 2014 for identification purposes, is made and entered into by and between the CITY OF OCEANSIDE, a municipal corporation, hereinafter designated as "CITY", and Enterprise Technology Services, LLC of Orange, California, hereinafter designated as "CONSULTANT."

RECITALS

WHEREAS, City and Consultant are the parties to that certain Professional Services Agreement dated May 15, 2013 , hereinafter referred to as the "Agreement", wherein Consultant agreed to provide certain services to the City as set forth therein;

WHEREAS, City and Consultant entered into Amendment 1 for Oracle 9.1(JD Edwards EnterpriseOne) post upgrade enhancements;

AMENDMENT

NOW, THEREFORE, as set forth herein, the parties hereto do mutually agree that the Agreement shall be amended as follows:

1. Scope of Work will include the following key tasks as identified in the quotes dated February 7, 2014, February 24, 2014 and March 13, 2014, of which copies are attached hereto and incorporated by reference and made part of the Agreement.
 - a. Provide annual support for Oracle JD Edwards EnterpriseOne and OneView reporting for the remaining fiscal year 2013-14, fiscal year 2014-15 and fiscal year 2015-16.
 - b. Implementation of Oracle JD Edwards EnterpriseOne property module for Harbor during fiscal year 2014-15.
 - c. Implementation of Oracle JD Edwards EnterpriseOne online purchase order requisition self service during fiscal year 2014-15.
2. Compensation for this amendment shall not exceed \$486,943 which includes a "fixed fee" for the scope of work. The compensation will be paid as follows:
 - a. Annual Support for Oracle JD Edwards EnterpriseOne 9.1 and OneView reporting fiscal year 2013-14 \$ 54,410
 - b. Annual Support for Oracle JD Edwards EnterpriseOne 9.1 and OneView reporting fiscal year 2014-15 \$169,000

**ANNUAL SUPPORT AND IMPLEMENTATION OF PROPERTY MODULE IN
ORACLE JD EDWARDS ENTERPRISEONE 9.1**

- c. Annual Support for Oracle JD Edwards EnterpriseOne 9.1 and OneView reporting fiscal year 2015-16 \$169,000
- d. Implementation of Oracle JD Edwards EnterpriseOne 9.1 property module for Harbor during fiscal year 2014-15 \$ 39,780
- e. Implementation of Oracle JD Edwards EnterpriseOne online purchase order requisition self service during fiscal year 2014-15 \$ 54,753

3. Except as expressly set forth in this Amendment, the Agreement shall remain in full force and effect and is hereby ratified and reaffirmed.

SIGNATURES. The individuals executing this Amendment represent and warrant that they have the right, power, legal capacity and authority to enter into and to execute this Amendment on behalf of the respective legal entities of the CONSULTANT and the CITY.

IN WITNESS WHEREOF the parties hereto being duly authorized on behalf of their respective entities to execute this Amendment, do hereby agree to the covenants contained in the Agreement, including this Amendment and have caused this Amendment to be executed by setting hereunto their signatures on the dates set forth below.

ENTERPRISE TECHNOLOGY
SERVICES, LLC

By: *Maria Almeida, President*
Name/Title

Date: 4/2/2014

By: _____
Name/Title

Date: _____

33-0803336
Employer ID No.

CITY OF OCEANSIDE

By: _____
Steven R. Jepsen, City Manager

Date: _____

APPROVED AS TO FORM:

J. J. [Signature]
City Attorney

NOTARY ACKNOWLEDGMENTS OF CONSULTANT MUST BE ATTACHED.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

State of California

County of San Diego }

On April 2, 2014 before me, Elizabeth S. Hedrick Notary Public
Date Here Insert Name and Title of the Officer

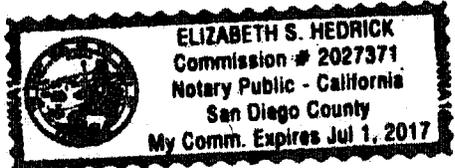
personally appeared Mario R. Alvarado
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Elizabeth S. Hedrick
Signature of Notary Public



Place Notary Seal Above

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.

Description of Attached Document

Title or Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____

- Individual
- Corporate Officer — Title(s): _____
- Partner — Limited General
- Attorney in Fact
- Trustee
- Guardian or Conservator
- Other: _____

Signer Is Representing: _____



Signer's Name: _____

- Individual
- Corporate Officer — Title(s): _____
- Partner — Limited General
- Attorney in Fact
- Trustee
- Guardian or Conservator
- Other: _____

Signer Is Representing: _____





ENTERPRISE
technologies

333 City Boulevard West, Suite 1700
Orange, CA 92868
Phone: 714-368-9750
Fax: 714-368-9760

February 7, 2014

Jane McPherson
City of Oceanside
300 North Coast Highway
Oceanside, CA 92054

Re: Engagement Letter – Oracle JD Edwards EnterpriseOne 9.1 – 2014 Support v1.1

Jane –

Following please find the **2014 Functional Support Proposal / Statement of Work (SOW)** between Enterprise Technology Services, LLC d.b.a. Enterprise Technologies and the City of Oceanside (Oceanside). This proposal will provide Functional, Development and Technical CNC support for Oracle JD Edwards EnterpriseOne 9.1 and OneView Reporting.

This proposal is intended amend the existing PROFESSIONAL SERVICES AGREEMENT between the CITY OF OCEANSIDE and ENTERPRISE TECHNOLOGY SERVICES, LLC. d.b.a. ENTERPRISE TECHNOLOGIES dated May 27 2013 to complement the W2 and 1099 technical support.

About Enterprise Technologies

Enterprise Technologies provides implementation consulting and training for Oracle JD Edwards EnterpriseOne™, Oracle Primavera and Oracle Business Intelligence products.

Our clients represent a broad range of industries including Healthcare, Fresh Foods, Automotive, Local, City and County Governments, Retail Distribution, Toy Manufacturing, Mortuary, Veterinary Supplies and Dot Com Services.

Our expertise lies in our ability to quickly and efficiently extract the needs of our clients, apply our knowledge from experiences, industry best practices and current technologies, educate our clients and lead them to their goals.

Enterprise Technologies offers *Oracle JD Edwards EnterpriseOne 9.x Financial Management Certified Implementation Specialists*, and is a Gold Level Business Partner of Oracle Corporation.



Overview

The City of Oceanside uses Oracle JD Edwards EnterpriseOne 9.1 enterprise software (ERP) to manage the City's Finance, Financial Reporting, Procurement, Human Resources and Payroll systems. As part of the normal maintenance of the ERP and the training of its users, the City of Oceanside wishes to engage Enterprise Technologies to provide Functional and Technical expertise, support and training (Support) to the City's functional users.

Statement of Work

Enterprise Technologies will provide Support to the City's Oracle JD Edwards users on licensed Oracle JD Edwards EnterpriseOne 9.1 on a Time and Materials basis as directed by the Finance Department, for the following functional and technical areas:

- Finance
 - General Accounting
 - Accounts Payable
 - Account Receivable
 - Job Costing
- Financial Reporting (Oracle JD Edwards OneView and BI Publisher)
- Procurement
 - Purchase Orders and Encumbrances
 - Online Requisition Processing (Future)
 - Online Requisition Approval (Future)
- Human Resources
- Benefits
- Payroll
- Self Service
 - Time Entry
 - Supplier / Customer Self Service (Future)
- Interfaces
 - Union Bank
 - ACH Payments
 - Payroll Payments
 - BAI2 Bank Reconciliations
 - Cashiering – Active Interface
 - Cash Receipts
 - G/L Journal Entries
 - Questica Budgets
- Development
 - JD Edwards
 - OneView
 - BI Publisher
- Technical CNC
 - Financial Patch Installation
 - Software Deployment
 - Security Administration



Work Estimate:

The following estimates are based in part on the support load from previous years. The estimate also includes the load from new functionality proposed and notated as "Future" above.

Task Description	Hours	Price
2014 Oceanside Support - Annual		
Functional Consultant (PM, Finance, PO, HR, Payroll) 16 hours/wk x 50 weeks	600	96,000
Developer 4 hours/wk x 50 weeks	200	26,000
Technical CNC 4 hours/wk x 50 weeks	200	32,000
On-Site Training 6 Days	48	12,000
Total Direct Costs	1048	166,000
Expenses		3,000
Total Annual Project		169,000

- The total March 1, 2014 - June 30, 2014 support costs not to exceed \$54,410.
- The total Fiscal Year 2014/2015 support costs not to exceed \$169,000.
- The total Fiscal Year 2015/2016 support costs not to exceed \$169,000.

Rate, Terms and Consultant Assigned:

Invoices will be presented weekly for the actual approved hours worked time the hourly rate for the consultant listed below.

Role	Rate per hour
Senior Financial Consultant	\$ 160
Distribution Consultant	\$ 160
Project Manager	\$ 175
CNC Consultant	\$ 160
Development: JD Edwards / CreateForm / BI Publisher	\$ 130
Mileage Reimbursement	\$0.56/mile

Invoices will be presented for actual approved travel expenses periodically. Invoices are due and payable 15 days after receipt of an undisputed invoice.



Mario Alvarado is the Project Manager and primary Senior Consultant for this engagement. Additional Enterprise Technologies Consultants may also be performing the services to complete the work to meet an agreed upon schedule. The Statement of Work will be performed on the Oceanside site, remotely or at a site of Enterprise Technologies' and Oceanside's mutual discretion

Mario Alvarado is the Project Manager and Senior Financials Consultant for this engagement, and will be performing the work. Other Enterprise Technologies consultant may engage the work to provide a better work product for the City of Oceanside.

Enterprise Technologies is available to engage the Statement of Work Monday, March 3rd, 2014.

Enterprise Technologies Investment

1. Enterprise Technologies will provide consultant(s) who are experienced and knowledgeable on the subject matter to perform the services.
2. Enterprise Technologies will provide Client computer hardware for our Consultant(s).
3. Enterprise Technologies has obtained all necessary licenses to perform the services, and warrants that the services and materials do not infringe any patents.
4. Enterprise Technologies has sufficient insurance to cover its obligations hereunder, including Worker Compensation, General Liability insurance.

City of Oceanside's Investment

1. Workspace: Please provide facilities suitable for 1-2 consultants, with internet access and a high definition projector for the duration of this engagement. Also, please provide a phone capable of dialing out of the building.
2. Human Capital: Please provide reasonable access to the students for the duration of the engagement.



Next Steps

It is my hope that you find this proposal beneficial to the City of Oceanside. I look forward to the opportunity to work together to complete these enhancement projects. If you wish to engage Enterprise Technologies for the above work, please:

1. Sign and return this SOW. Your signature will confirm your intent to engage Enterprise Technologies, as well as your acceptance of the Statement of Work and Terms defined in this proposal. This document will support the Professional Services Agreement dated May 27, 2013 between Enterprise Technology Services, LLC and the City of Oceanside.

By signing below, The City of Oceanside and Enterprise Technologies agree to the Statement of Work and the terms of this proposal, and Enterprise Technologies is authorized to perform the above described work.

ENTERPRISE TECHNOLOGY SERVICES, LLC

CITY OF OCEANSIDE

Principal / Consultant
February 10 2014

By: _____

Its: _____

Date: _____



ENTERPRISE
technologies

333 City Boulevard West, Suite 1700
Orange, CA 92868
Phone: 714-368-9750
Fax: 714-368-9760

February 24, 2014

Jane McPherson
City of Oceanside
300 North Coast Highway
Oceanside, CA 92054

Re: Engagement Letter – Oracle JD Edwards Implementation – Oceanside Harbor

Jane –

Following please find the **2014 JDE Implementation for Oceanside Harbor** Proposal / Statement of Work (SOW) between Enterprise Technology Services, LLC d.b.a. Enterprise Technologies and the City of Oceanside (Oceanside). This proposal will provide Implementation Consulting to bring the Oceanside Harbor into Oracle JD Edwards Property management and A/R.

This proposal is intended amend the existing PROFESSIONAL SERVICES AGREEMENT between the CITY OF OCEANSIDE and ENTERPRISE TECHNOLOGY SERVICES, LLC. d.b.a. ENTERPRISE TECHNOLOGIES dated May 27 2013 to complement the W2 and 1099 technical support.

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Our expertise lies in our ability to quickly and efficiently extract the needs of our clients, apply our knowledge from experiences, industry best practices and current technologies, educate our clients and lead them to their goals.

Enterprise Technologies offers *Oracle JD Edwards EnterpriseOne 9.x Financial Management Certified Implementation Specialists*, and is a Gold Level Business Partner of Oracle Corporation.



Overview

The City of Oceanside uses Oracle JD Edwards EnterpriseOne 9.1 enterprise software (ERP) to manage the City's Finance, Financial Reporting, Procurement, Human Resources and Payroll systems. The City's Harbor uses a third party product to manage the Harbor's various rental, billing, account receivable and customer management operations.

The City's aging third party software package has become difficult to manage and support on an ongoing basis, and the City desires to move these operations into the existing Oracle JD Edwards Enterprise Financial system.

Moving the Harbor's operations into the existing Oracle JD Edwards ERP will have many benefits for the City. By centralizing Cash Receiving and Billing operations the City will eliminate the need to maintain multiple redundant systems, while still maintaining the individual needs of the Harbor. Existing integrations within the Oracle JD Edwards will simplify Accounting operations for Revenues, Fees and Receivables. Also, the Harbor will benefit from the robust reporting, Account Receivables Fee Assessment, Collections Processing, Statement Processing and potential Self-Service functionality within the Oracle JD Edwards.

Statement of Work

Enterprise Technologies will provide Implementation Consulting on licensed Oracle JD Edwards EnterpriseOne 9.1 to move the data and functionality to oracle JD Edwards. The following functions will be implemented on JD Edwards for the Oceanside Harbor users:

1. Property Management - Harbor
 - a. Master Files
 - i. Address Book
 1. Customers - Lessees
 - ii. Property Management
 1. Leases
 - iii. Supplemental Data – Associated to Lessees
 1. Vessel Dimensions
 2. Insurance
 3. Inspections
 - b. Transactions
 - i. Invoices – Rental and Fees
 - ii. Payments
 - iii. Deposits
 - c. Inquiries
 - i. Collections
 1. Invoices
 2. Payments
 3. Customers – Lessees
 - ii. Leases
 - iii. Supplemental Data
 1. Vessel Dimensions
 2. Insurance
 3. Inspections



- d. Reporting
 - i. Invoices
 - ii. Statements
 - iii. Delinquency Notices
 - iv. Operational Reports – Defined in Workshops

Work Estimate:

The following estimates have been developed to complete the project and are support by the attached draft project plan.

Task Description	Hours	Price
2014 JDE Implementation - Oceanside Harbor Prop Management and A/R		
Project Manager	20	3,500
Sr. Functional Consultant	141	22,560
Developer	66	8,580
Technical CNC	21	3,360
Total Direct Costs	248	38,000
Expenses		1,780
Total Annual Project		39,780

Rate, Terms and Consultant Assigned:

Enterprise Technologies is prepared to offer a **Fixed Cost bid** for **2014 JDE Implementation for Oceanside Harbor** project.

The fixed project cost for the 248 hours of work including expenses will be \$39,780.

Invoices will be presented as follows:

1. Initial Payment – 1st Progress Payment: An invoice for 20% of the project cost (\$7,956) is required to begin the work. Work will begin when the payment is received.
2. The 2nd progress payment of 20% of the project cost (\$7,956) is due when the To-Be Design is complete and approved.
3. The 3rd progress payment of 20% of the project cost (\$7,956) is due when the functionality is available for CRP testing.
4. The 4th progress payment of 20% of the project cost (\$7,956) is due when CRP testing is complete the functionality is accepted by the Harbor users.
5. The 5th and final progress payment of 20% of the project cost (\$7,956) is due when the functionality has been approved by the users, delivered to the production environment, and the Go-Live support period has ended.



Invoices are due and payable on receipt the invoice following the completion of the milestone.

Mario Alvarado is the Project Manager and Senior Financials Consultant for this engagement, and will be performing the work. Other Enterprise Technologies consultant may engage the work to provide a better work product for the City of Oceanside. The Statement of Work will be performed on the Oceanside site, remotely or at a site of Enterprise Technologies' and Oceanside's mutual discretion.

Enterprise Technologies is available to engage the Statement of Work Tuesday, April 2nd, 2014.

Enterprise Technologies Investment

1. Enterprise Technologies will provide consultant(s) who are experienced and knowledgeable on the subject matter to perform the services.
2. Enterprise Technologies will provide Client computer hardware for our Consultant(s).
3. Enterprise Technologies has obtained all necessary licenses to perform the services, and warrants that the services and materials do not infringe any patents.
4. Enterprise Technologies has sufficient insurance to cover its obligations hereunder, including Worker Compensation, General Liability insurance.

City of Oceanside's Investment

1. Workspace: Please provide facilities suitable for 1-2 consultants, with internet access and a high definition projector for the duration of this engagement. Also, please provide a phone capable of dialing out of the building.
2. Human Capital: Please provide reasonable access to the Harbor users and management for the duration of the engagement. The material unavailability of the Harbor users and management to perform assigned tasks will cause project delays for this project, and will result in additional costs on time and materials basis at the City's expense.



Next Steps

It is my hope that you find this proposal beneficial to the City of Oceanside. I look forward to the opportunity to work together to complete these enhancement projects. If you wish to engage Enterprise Technologies for the above work, please:

1. Sign and return this SOW. Your signature will confirm your intent to engage Enterprise Technologies, as well as your acceptance of the Statement of Work and Terms defined in this proposal. This document will support the Professional Services Agreement dated May 27, 2013 between Enterprise Technology Services, LLC and the City of Oceanside.

By signing below, The City of Oceanside and Enterprise Technologies agree to the Statement of Work and the terms of this proposal, and Enterprise Technologies is authorized to perform the above described work.

ENTERPRISE TECHNOLOGY SERVICES, LLC

CITY OF OCEANSIDE

Principal / Consultant
February 24, 2014

By: _____

Its: _____

Date: _____



ENTERPRISE
technologies

333 City Boulevard West, Suite 1700
Orange, CA 92868
Phone: 714-368-9750
Fax: 714-368-9760

March 13, 2014

Jane McPherson
City of Oceanside
300 North Coast Highway
Oceanside, CA 92054

Re: Engagement Letter – Oracle JD Edwards Implementation – Online Requisition Self Service

Jane –

Following please find the **2014 JDE Implementation for Oceanside Online Requisition Self Service Proposal / Statement of Work (SOW)** between Enterprise Technology Services, LLC d.b.a. Enterprise Technologies and the City of Oceanside (Oceanside). This proposal will provide Consulting to implement Online Requisition Self-Service at the City of Oceanside.

This proposal is intended amend the existing PROFESSIONAL SERVICES AGREEMENT between the CITY OF OCEANSIDE and ENTERPRISE TECHNOLOGY SERVICES, LLC. d.b.a. ENTERPRISE TECHNOLOGIES dated May 27 2013 to complement the W2 and 1099 technical support.

About Enterprise Technologies

Enterprise Technologies provides implementation consulting and training for Oracle JD Edwards EnterpriseOne™, Oracle Primavera and Oracle Business Intelligence products.

Our clients represent a broad range of industries including Healthcare, Fresh Foods, Automotive, Local, City and County Governments, Retail Distribution, Toy Manufacturing, Mortuary, Veterinary Supplies and Dot Com Services.

Our expertise lies in our ability to quickly and efficiently extract the needs of our clients, apply our knowledge from experiences, industry best practices and current technologies, educate our clients and lead them to their goals.

Enterprise Technologies offers *Oracle JD Edwards EnterpriseOne 9.x Financial Management Certified Implementation Specialists*, and is a Gold Level Business Partner of Oracle Corporation.

Quote March 19, 2014



Prepared For: Oceanside Public Library, CA

3/19/2014
Quote Number 031914 JD 1

QTY	PN	Self Check-out System Products and Services	Individual Item Cost	Total Costs (USD)
Hardware				
Self Check-out Equipment				
2	45005959	Tech Logic ABS Single Antenna with Reader	\$2,000	\$4,000.00
Payment Systems				
2	45007470	Personal Payment System- US Currency	\$7,850	\$15,700.00
Software				
2	28000002	CircIT Seat Licenses	\$2,000	\$4,000.00
Installation and Training Costs				
	Total	Onsite Hardware & Software Installation and Training		\$4,030.00
Shipping				
1		Estimated†††		\$145.00
<i>Prices contained in this quote are good for 90 days.</i>			Total Costs	\$27,875.00

Software Maintenance Agreements (First Year Warranty Included)		
No. of seats	Annual Software License and Support are Required	Annual Cost
2	Annual support for CircIT software after year 1	\$800

Optional Extended Hardware Maintenance Available (First Year Warranty Included)			
<i>Requires pre-payment of total number of years for discounted replacement warranties</i>			
	Realized savings of pre-paid maintenance agreements (from date of purchase)		Total Savings
\$2,955	year 2		\$197
\$5,713	year 2-3	3 years	\$493
\$8,373	year 2-4	4 years	\$887
\$10,934	year 2-5	5 years	

† Software support is required starting in year two.
 ††† Shipping charges estimated on all quoted products shipping at the same time F.O.B. originating facility. Multiple shipments may result in increased charges.
 Payment of all applicable duties and taxes are the responsibility of the purchasing entity.

Payment Terms, SCO Equipment:

The net amount of each invoice is due in full, within thirty (30) days of date of invoice. A payment of 50% of order due upon execution of order confirmation, 50% payment due net 30 at shipping, 1½% interest charged monthly on past due accounts.
 There will be a 4% processing fee for all Credit, Debit, or P-Card Payments

Notes:

- 1) SIP or SIP2 is required and needs to be acquired. Please ensure that the SIP & ILS implementations are of the latest versions.
 - 2) The SIP interface which integrates self check systems with ILS software is provided by the ILS vendor.
 - 3) If the library is providing computers for CircIT self-check software, verify computers meet minimum specifications. Available in the CircIT datasheet.
 - 4) CircIT Credit Card Payment works only in conjunction with VeriPhone
 - 5) Payment Processing is the responsibility of the Library. Please contact VeriPhone to secure the purchase of either the PayWare PC or PayWare Connect service that is integrated in CircIT.
- Your contact is Victoria Hartless. Phone: 912-527-4407 or email: Victoria_H1@VeriFone.com and identify yourselves as a TechLogic customer.



Overview

The City of Oceanside uses Oracle JD Edwards EnterpriseOne 9.1 enterprise software (ERP) to manage the City's Finance, Financial Reporting, Procurement, Human Resources and Payroll systems. Currently, requisition processing, approval processing for the requisitions, and the acknowledgement of the receipt of goods and services is done manually on paper forms.

The City of Oceanside desires to implement Oracle JD Edwards EnterpriseOne Online Requisition processing as they continue taking advantage of existing, but currently unutilized, functionality in the Oracle JD Edwards EnterpriseOne Financial system. The proposed Online Requisition Self-Service Implementation will provide the following benefits and functionality:

- Electronic Submission of Requisitions by Departments for Goods and Services;
- Electronic Collection of Justification Documents
 - Staff Reports / Council Minutes
 - Sole Source Justification
 - Other Supporting Documents (MS Office Compatible, PDF, Images)
- Electronic Approval of Requisitions by authorized Department heads;
- Electronic Acknowledgement of the Receipt of a Good or Service;
- Additional visibility into outstanding or high priority Requisitions;
- Increased accuracy and timeliness of requisition conversion to Purchase Orders;
- Improved Reporting of Requisition Status, Approval Status and Accounting using OneView Reporting.

Requisition Processing is fully integrated within the Oracle JD Edwards EnterpriseOne Procurement, General accounting, and Accounts Payable, and will simplify Procurement and Accounting operations for Finance and the City's Departments.

Statement of Work

Enterprise Technologies will provide Implementation Consulting on licensed Oracle JD Edwards EnterpriseOne 9.1 to move the data and functionality to Oracle JD Edwards.

Finance, Developmental Services, and Public Works will serve and the Pilot group for the Oracle JD Edwards EnterpriseOne Requisition Self Service Implementation (RSS). The following functions will be implemented for the Oceanside Pilot users:

1. Oracle JD Edwards EnterpriseOne Requisition Self Service Implementation (RSS)
 - a. Foundation
 - i. Next Numbers
 - ii. Automatic Accounting Instructions
 - iii. Commodity Structure (Non-Stock and Services Only)
 - iv. Requisition Approval Workflow
 - v. Delegation Information (Approvers)
 - b. Transactions
 - i. Requisitions
 - ii. Approvals
 - iii. Desktop Receipts (Non-Stock and Services Only)
 - iv. Creating Purchase Orders from Requisitions
 - c. Inquiries



- i. Requisition Inquiry
 - ii. Approval Inquiries
 - iii. Receipt Inquiries
 - d. Reporting
 - i. Standard Delivered OneView Reports
 - 1. Requisition Order analysis
 - 2. Requisition Orders by Item and Requestor
 - 3. Requisition Orders by Requestor and Supplier
 - e. Training
 - i. Consultant will create classroom materials and provide 2 days of training intended for Finance, Developmental Services and Public Works.

Work Estimate:

The following estimates have been developed to complete the project and are supported by the attached draft project plan.

Task Description	Hours	Price
2014 JDE Implementation - Oceanside Requisition Self Service		
Project Manager	20	3,500
Sr. Functional Consultant	272	43,520
Developer	18	2,340
Technical CNC	21	3,360
Total Direct Costs	331	52,720
Expenses		2,033
Total Annual Project		54,753

Rate, Terms and Consultant Assigned:

Enterprise Technologies is prepared to offer a **Fixed Cost bid** for **2014 JDE Implementation for Oceanside Online Requisition Self Service** project.

The fixed project cost for the 331 hours of work including expenses will be \$54,753.

Invoices will be presented as follows:

1. Initial Payment – 1st Progress Payment: An invoice for 20% of the project cost (\$10,951) is required to begin the work. Work will begin when the payment is received.
2. The 2nd progress payment of 20% of the project cost (\$10,951) is due when the To-Be Design is complete and approved.



3. The 3rd progress payment of 20% of the project cost (\$10,951) is due when the functionality is available for CRP testing.
4. The 4th progress payment of 20% of the project cost (\$10,951) is due when CRP testing is complete the functionality is accepted by the Oceanside Project Team users.
5. The 5th and final progress payment of 20% of the project cost (\$10,949) is due when the functionality has been approved by the users, delivered to the production environment, and the Go-Live support period has ended.

Invoices are due and payable on receipt the invoice following the completion of the milestone.

Mario Alvarado is the Project Manager and Senior Financials Consultant for this engagement, and will be performing the work. Other Enterprise Technologies consultant may engage the work to provide a better work product for the City of Oceanside. The Statement of Work will be performed on the Oceanside site, remotely or at a site of Enterprise Technologies' and Oceanside's mutual discretion.

Enterprise Technologies is available to engage the Statement of Work Tuesday, June 2nd, 2014.

Enterprise Technologies Investment

1. Enterprise Technologies will provide consultant(s) who are experienced and knowledgeable on the subject matter to perform the services.
2. Enterprise Technologies will provide Client computer hardware for our Consultant(s).
3. Enterprise Technologies has obtained all necessary licenses to perform the services, and warrants that the services and materials do not infringe any patents.
4. Enterprise Technologies has sufficient insurance to cover its obligations hereunder, including Worker Compensation, General Liability insurance.

City of Oceanside's Investment

1. Workspace: Please provide facilities suitable for 1-2 consultants, with internet access and a high definition projector for the duration of this engagement. Also, please provide a phone capable of dialing out of the building.
2. Human Capital: Please provide reasonable access to the Oceanside Project Team users and management for the duration of the engagement. The material unavailability of the Oceanside users and management to perform assigned tasks will cause project delays for this project, and will result in additional costs on time and materials basis at the City's expense.



Next Steps

It is my hope that you find this proposal beneficial to the City of Oceanside. I look forward to the opportunity to work together to complete these enhancement projects. If you wish to engage Enterprise Technologies for the above work, please:

1. Sign and return this SOW. Your signature will confirm your intent to engage Enterprise Technologies, as well as your acceptance of the Statement of Work and Terms defined in this proposal. This document will support the Professional Services Agreement dated May 27, 2013 between Enterprise Technology Services, LLC and the City of Oceanside.

By signing below, The City of Oceanside and Enterprise Technologies agree to the Statement of Work and the terms of this proposal, and Enterprise Technologies is authorized to perform the above described work.

ENTERPRISE TECHNOLOGY SERVICES, LLC

CITY OF OCEANSIDE

Principal / Consultant
March 13, 2014

By: _____

Its: _____

Date: _____

