



3.27

DEPARTMENT OF
FINANCE

REVENUE DIVISION
UTILITY SERVICES SECTION

CITY OF SACRAMENTO
CALIFORNIA

CITY HALL
ROOM 114
730 I STREET
SACRAMENTO, CA
95814-2610

June 11, 2004

916-808-5454

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: Approval of Supplemental Agreement No. 2 to City Agreement No. 2003-148 for Consultant and Professional Services for Grainger Solutions to provide Customer Information System (CIS) Data Conversion

LOCATION: Citywide

RECOMMENDATION:

This report recommends that the City Council authorize the City Manager to execute Supplemental Agreement No. 2 to City Agreement 2003-148 with Grainger Solutions Inc. to extend the services for Liz Grainger as Customer Information System (CIS) Data Conversion Consultant from the period of June 25, 2004 through December 10, 2004. The supplemental agreement is for an amount not to exceed \$75,600.

CONTACT PERSON: Gustavo Vina, CIS Project Sponsor, 808-7138

FOR THE COUNCIL MEETING OF: June 29, 2004

SUMMARY:

In December 2002, the City Council approved the procurement of a new Utility Billing Customer Information System (CIS) - PeopleSoft CIS. The implementation of the new CIS system began in May 2003. In April 2004, City Council appropriated additional funding in order to complete the project. This report recommends approval to extend the Professional Services Agreement with Grainger Solutions, for CIS Data Conversion services provided by Liz Grainger. This extension would raise the contract value from \$120,000 to \$195,600. These services are required for a successful implementation of CIS.

COMMITTEE/COMMISSION ACTION: None Required

BACKGROUND INFORMATION:

In December 2002, City Council approved vendor agreements for the procurement and implementation of a new Utility Billing/Customer Information System, PeopleSoft CIS. In February 2003, City Council approved procurement of the required new computer hardware. The computer hardware and application software has been ordered, received and installed. In May 2003, City staff and the PeopleSoft CIS implementation vendor, SPL, began process analysis workshops to determine the final product configuration. The development of the test plans to test the PeopleSoft CIS software configuration began in July 2003. In April 2004, City Council approved additional funding necessary to complete the project.

Beginning September 2003, Grainger Solutions provided consulting services related to the conversion of the data from the Utility Billing Customer Information System (UCIS) from an ADABAS database to the PeopleSoft Customer Information System (CIS) running off an Oracle database. Grainger Solutions provided consulting services that assisted the City in validating the extracted data at different stages of conversion using available software tools.

The principal consultant, Liz Grainger continues to provide consulting in the area of converting the existing Customer Billing information from Adabas to Oracle PeopleSoft CIS. This includes the financial data, service agreements, service points, customer address, multi-items and contract riders. Liz Grainger has converted 8 out of the 12 files needed for the new system. She has met her deadlines and continues to work efficiently with all members of the UBET/CIS team.

During the next several months, she will continue extracting more customers from UCIS into CIS. This will be tested and validated by the Testing team. She continues to fine tune the process and determine where problems are caused. She will be responsible for updating the extract specifications, creating extract specifications for address cleanup, and the Water Service Records (WSR) for the Department of Utilities. Once this is complete she will be responsible for coding, testing and implementing the address and WSR processes.

Given Liz Grainger's performance and experience, the CIS Project Team, with the consensus of the Project Management Team, recommends that the City's contract with Grainger Solutions for Data Conversion services related to the implementation of the new CIS System be extended.

FINANCIAL CONSIDERATIONS:

The total costs for this Supplemental Agreement No. 2 is \$75,600. The funding is currently available in the Capital Improvement Program Budget – Project AB61-CIS Project. No additional funding is required.

ENVIRONMENTAL CONSIDERATIONS:

Ongoing administrative and maintenance activities, which are not made from purposes of a public work construction project, do not constitute a project and are exempt from the California Environmental Quality Act (CEQA), CEQA Guidelines, Sections 15061 (b) (1), 153778(b) (3).

POLICY CONSIDERATIONS:

This recommendation is in conformance with the goals, objectives, initiatives and operating principles of the City's Information Technology Strategic Plan. In particular, it is in accordance with Goal #1, Improve Technical Infrastructure, the successful implementation of the new CIS Project will result in improved customer service for all City residents. Providing improved, timely customer service to all residents of the City is in accordance with the City Council's vision that the City of Sacramento is the city of choice to live, learn, work and play.


The action requested is consistent with Chapter 3.64 of the Sacramento City Code and existing policy regarding professional services agreements

ESBD CONSIDERATIONS:

Grainger Solutions is not a certified ESBD firm. If further services are required for this project, an effort will be made to attempt to identify ESBD firms.

City Council Report
Supplemental Agreement No. 2 to City Agreement No. 2003-148
June 29, 2004

Respectfully submitted,


Gus Vina, Director
Finance Department

RECOMMENDATION APPROVED:



Robert P. Thomas
City Manager

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**SUPPLEMENTAL AGREEMENT
DEPARTMENT OF FINANCE**

Project Title: CIS Project 1.2
Date: June 29, 2004
Purchase Order No.: 4131129376
City Agreement No.: 2003-148
Supplemental Agreement No.: 2

The City of Sacramento ("City") and Grainger Solutions ("Consultant"), as parties to that certain Consultant and Professional Services Agreement designated as City Agreement No. 2003-148 including any and all prior addenda and supplemental agreements modifying said agreement (said agreement, addenda and supplemental agreements are hereafter collectively referred to as the "Agreement"), hereby supplement and modify the Agreement as follows:

1. The scope of services for City Agreement No. 2003-148 will not change. This Supplemental Agreement No. 2 will allow for continued CIS Data Conversion services through December 10, 2004.
2. In consideration of the additional and/or revised services described in section 1, above, the maximum not to exceed amount that is specified in Exhibit B of the Agreement for payment of Consultant's fees and expenses, is increased by \$75,600 and, accordingly, said maximum not to exceed amount is amended as follows:


Agreement's original not to exceed amount:	\$ 78,000
Increased by Supplemental Agreement No. 1:	\$ 42,000
Increase by Supplemental Agreement No. 2:	\$ 75,600
New not to exceed amount:	\$195,600

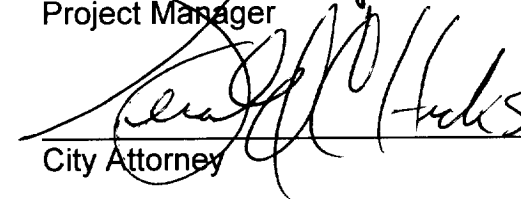
3. Consultant agrees that the amount of increase or decrease in the not to exceed amount specified in section 2, above, shall constitute full compensation for the additional and/or revised services specified in section 1, above, and shall fully compensate Consultant for any and all direct and indirect costs that may be incurred by Consultant in connection with such additional and/or revised services, including costs associated with any changes and/or delays in work schedules or in the performance of other services or work by Consultant.
4. Consultant warrants and represents that the person(s) executing this supplemental agreement on behalf of Consultant has or have been dully authorized by Consultant to sign this supplemental agreement and bind Consultant to the terms hereof.
5. Except as specifically revised herein, all terms and conditions of the Agreement shall remain in full force and effect, and Consultant shall perform all of the

Supplemental Agreement No. 2 to City Agreement No. 2003-148

services, duties, obligations, and conditions required under the Agreement, as supplemented and modified by this supplemental agreement.

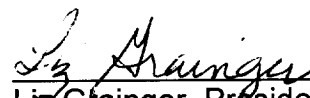
Approval Recommended By:  Date 6/14/04
Gus Vina, Finance Director

Project Manager:  Date 6/14/04
Project Manager

Approved As To Form By:  Date 6/15/04
City Attorney

Approved by:

City of Sacramento:  Date 6/18/04
Robert P. Thomas, City Manager

Grainger Solutions:  Date 6/11/2004
Liz Grainger, President and CEO

Attest:

City Clerk Date _____

*When the consultant is a corporation, the following two signatures are required:

- (1) The first signature by either the Chairman of the Board, the President or any Vice President of the Corporation; and
- (2) The second signature by either the Secretary, an Assistant Secretary, the Chief Financial Officer or any Assistant Treasurer of the Corporation.

RESOLUTION NO.

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON THE DATE OF _____

**RESOLUTION AUTHORIZING EXECUTION OF A SUPPLEMENTAL
PROFESSIONAL SERVICES AGREEMENT WITH GRAINGER SOLUTIONS FOR QUALITY
ASSURANCE PROGRAM SERVICES IN AN AMOUNT NOT TO
EXCEED \$75,600.**

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO THAT:

The City Manager and City Clerk are hereby authorized to execute a supplemental agreement to extend our Professional Services Agreement with Grainger Solutions for consultant services related to the implementation of the new Utility Billing/Customer Information System (CIS) in an amount not to exceed \$75,600.

MAYOR

ATTEST:

CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____