



Contra Costa County

To: Board of Supervisors
From: Ed Woo, Chief Information Officer
Date: April 26, 2016

Subject: CherryRoad Technologies Inc. Contract Amendment No. 5. Change Management Resource

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Chief Information Officer, or designee, to execute a contract amendment with CherryRoad Technologies Inc, effective April 18, 2016, to increase the payment limit by \$161,120 to a new payment limit of \$6,620,850 for the contractor to provide an additional resource to assist the County with the upgrade to the County's PeopleSoft software system.

FISCAL IMPACT:

The \$6,620,850 is budgeted under Org #1695 FY 2014-2015, FY 2015-2016, and FY 2016-2017, supported through countywide inter-departmental charges to all departments.

BACKGROUND:

The PeopleSoft Human Capital Management (HCM) system is currently used to process the county's payroll, in addition to maintaining human resources and employee benefits records. The original contract with CherryRoad Technologies, Inc., provided for the contractor to perform a fit/gap analysis, infrastructure assessment and initial upgrade tasks to upgrade PeopleSoft HCM version 8.8 to version 9.2, at a cost up to \$1,200,000.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **04/26/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Mary N. Piepho, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: April 26, 2016

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Chris Heck, Deputy

Contact: Ed Woo
925-383-2688

cc:

The County and contractor first amended the contract in September 2015 to provide that the Contractor would host nine application test environments, at a cost of up to \$150,000.

BACKGROUND: (CONT'D)

The County and contractor amended the contract a second time in November 2015 to begin the upgrade tasks to upgrade PeopleSoft HCM version 8.8 to version 9.2 at a cost of up to \$4,334,950.

The County and contractor amended the contract a third time in December 2015 to purchase licenses and implement the Taleo Recruitment and Onboarding application, which will be hosted by Oracle on its servers and interface with the PeopleSoft HCM system at a cost of up to \$467,360.

The County and contractor amended the contract a fourth time February 2016 to acquire additional Contractor systems analysis services at a cost of up to \$307,420.

The proposed fifth amendment is to acquire an additional Contractor resource that will lead the organizational change management. The change management activities will include will include (1) establishing a Department Readiness focus group and coordinators; (2) performing a Stakeholder Analysis; (3) creating a Change Impact Analysis, (4) developing a Communication Plan; (5) leading the Department Readiness Coordination and Assessment, and (6) facilitating a Lessons Learned Assessment.

In accordance with Administrative Bulletin No 611.0, County Departments are required to obtain Board approval for single item purchases over \$100,000. The County Administrator's Office has reviewed this request and recommends approval.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve the contract amendment will decrease the success of the PeopleSoft upgrade project, with a lack of organization and communication between the departments, which may affect payroll.