

State of Wisconsin
 Department of Employee Trust Funds
 DOA-3049 (R01/2000))
 S. 51.01(5) Wis. Stats.; s. 111.32(13m) Wis. Stats.



Department of Employee Trust Funds
 801 W. Badger Road
 P. O. Box 7931
 Madison, WI 53707-7931

Contract

Commodity or Service: Request for Bid for the State of Wisconsin Department of Employee Trust Funds development, maintenance and support for the Wisconsin Retirement (WRS) Benefit Payment System (BPS) **Request for Bid/Proposal No:** ETJ0018 by NVISIA, LLC as modified or clarified in Change Order #1

Contract Period: February 8th, 2010 through June 30th, 2014 plus three 2-year periods Change Order #12

1. This contract is entered into by and between the State of Wisconsin, Department of Employee Trust Funds, and the contractor whose name, address, and principal officer appears below;
2. Whereby the Department of Employee Trust Funds, agrees to direct the purchase and the contractor agrees to supply the contract requirements cited above in accordance with the terms and conditions of the request for bid cited above, and in accordance with the contractor's bid submitted on this request for bid; which request for bid is hereby made a part of this contract and as modified or clarified in Change Order #1;
3. In connection with the performance of work under this contract, the contractor agrees not to discriminate against any employees or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in s.51.01(5), Wis. Stats., sexual orientation as defined in s.111.32(13m), Wis. Stats., or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the contractor further agrees to take affirmative action to ensure equal employment opportunities. The contractor agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.
4. Contracts estimated to be over twenty-five thousand dollars (\$25,000) require the submission of a written affirmative action plan. Contractors with an annual work force of less than twenty-five (25) employees are exempted from this requirement.

 Within fifteen (15) working days after the award of the contract, the plan shall be submitted for approval to the contracting agency. Technical assistance regarding this clause is provided by the Wisconsin Office of Contract Compliance, Department of Administration, P.O. Box 7867, Madison, WI 53707-7867, (608) 266-5462.
5. The Change Order #1 and five exhibits to this Change Order, modify the RFB mentioned above. Change Order #1 includes Exhibit 1 – NVISIA Response to RFB ETJ0018 for Wisconsin Department of Employee Trust Funds dated January 31, 2010, Exhibit 2 – BPS Billing Schedule dated January 31, 2010, Exhibit 3 – BPS Support and Lump Sum Acceptance Staffing dated January 31st, 2010, Exhibit 4 – BPS Consultant Rate Card, Effective January 31, 2010 – June 30, 2011 dated January 31, 2010, and Exhibit 5 – BPS Software Support Contract dated January 29, 2010. All other provisions of this contract unrelated to this Change Order remain in effect.
6. The Change Order #2 and four exhibits to this Change Order, modify Change Order #1. Change Order #2 includes Exhibit 1 – Benefit Payment System Contract ETJ0018 dated February 23, 2010, Exhibit 2 – Lump Sum Payment System Transition 2 – Acceptance Plan dated January 27, 2010, Exhibit 3 - BPS Billing Schedule dated February 17, 2010, and Exhibit 4 – BPS Support and Lump Sum Acceptance Staffing dated February 17, 2010. All other provisions of this contract unrelated to this Change Order remain in effect.
7. The Change Order #3 and two exhibits to this Change Order, modify Change Order #2. Change Order #3 includes Exhibit 1 – Benefit Payment System Contract ETJ0018 dated March 3, 2010, and Exhibit 2 – Lump Sum Payment System Transition 3 – Acceptance Plan dated February 24, 2010. All other provisions of this contract unrelated to this Change Order remain in effect.
8. The Change Order #4 and one exhibit to this Change Order, modify Change Order #3. Change Order #4 includes Exhibit 1 – Benefit Payment System Contract ETJ0018 dated May 5, 2010. All other provisions of this contract unrelated to this Change Order remain in effect.
9. The Change Order #5 and three exhibits to this Change Order modify Change Order #4. Change Order #5 includes Exhibit 1 – Benefit Payment System Contract ETJ0018 BPS Change Order dated September 13, 2010, Exhibit 2 - BPS/Lump Sum Additional Development Support dated September 13, 2010, and Exhibit 3 – BPS Billing Schedule dated September 13, 2010. All other provisions of this contract unrelated to this Change Order remain in effect.

10. The Change Order #6 and one exhibit to this Change Order, modify Change Order #5. Change Order #6 includes Exhibit 1 – Contract Amendment – BPS/Lump Sum Additional Development Support dated September 27, 2010. All other provisions of this contract unrelated to this Change Order remain in effect.
11. The Change Order #7 and three exhibits to this Change Order modify Change Order #6. Change Order #7 includes Exhibit 1 – Data Governance and Privacy Program Initiative Statement of Work PR-116, dated May 2, 2011, Exhibit 2 – Project Outline PR-116 dated May 9, 2011, and Exhibit Three Data Governance and Data Privacy Program Billing Schedule dated May 16, 2011. All other provisions of this contract unrelated to this Change Order remain in effect.
12. The Change Order #8 and three exhibits to this Change Order modify Change Order #7. Change Order #8 includes Exhibit 1 – BPS Software Support Contract, dated June 8, 2011, Exhibit 2 – BPS Billing Schedule, dated June 8, 2011, and Exhibit 3 - BPS and Lump Sum Support Staffing, dated June 8, 2011. All other provisions of this contract unrelated to this Change Order remain in effect.
13. The Change Order #9 and two exhibits to this Change Order modify Change Order #7. Change Order #9 includes Exhibit 1 – Data Governance and Privacy Program Initiative, Phase 2 Statement of Work PR-116, dated July 18, 2011, Exhibit 2 – BPS Billing Schedule, dated July 18, 2011. All other provisions of this contract unrelated to this Change Order remain in effect.
14. The Change Order #10 and two exhibits to this Change Order modify Change Order #7. Change Order #10 includes Exhibit 1 – Quality Assurance Framework Statement of Work PR-116, dated August 17, 2011, Exhibit 2 – Quality Assurance Project Billing Schedule, dated August 17, 2011. All other provisions of this contract unrelated to this Change Order remain in effect.
15. The Change Order #11 includes Exhibit 1- Statement of Work, dated October 5, 2011, and Exhibit 2 – Core Team Billing Schedule, dated October 13, 2011. All other provisions of this contract unrelated to this Change Order remain in effect.
16. Change Order #12 includes Exhibit 1 – Data Governance and Privacy Program Initiative, Phase 3 Statement of Work PR-116, dated November 14, 2011, Exhibits 2 and 3 – BPS Billing Schedule, dated November 18, 2011. All other provisions of this contract unrelated to this Change Order remain in effect.

State of Wisconsin Department of Employee Trust Funds	
By (Name)	Robert J. Conlin
Signature	
Title	Deputy Secretary
Phone	608/261-7940
Date (MM/DD/YYYY)	11/21/2011

To be Completed by Contractor	
Company Name	NVISIA LLC
Company Address (City, State, Zip)	200 South Wacker Drive 36 th Floor, Chicago, IL 60606
By (Name)	Daniel E. Dexter
Signature	
Title	CFO

This document can be made available in accessible formats to qualified individuals with disabilities.



State of Wisconsin

Department of Employee Trust Fund

*Exhibit 1 - Data Governance and Privacy Program Initiative
Phase 3*

Statement of Work PR-116

Prepared for: Bob Conlin
Pam Henning
Joanne Cullen
Rhonda Dunn

Department of Employee Trust Funds
Madison, Wisconsin

Presented: November 14, 2011

By: Shaun Lovick Vice President, Operations
Mark Daniels Vice President, Sales

NVISIA L.L.C.
200 South Wacker Drive, 36th floor
Chicago, Illinois 60606

NVISIA

Background:

ETF originally has requested assistance in establishing a Data Governance methodology and framework. NVISIA has been assisting ETF with this effort and to date has helped to establish a working framework (structures and processes). This will enable ETF to improve their ability to reactively and proactively manage two key areas: data quality and security and privacy.

Three distinct threads emerged which tie these new structures and processes together.

1. The Data Governance and Security Committee will drive proactive change to improve Data Quality and reduce Risk.
2. The Security Policy Team will draft and ensure that the right policies are in place to secure assets, ensure privacy and reduce operational risk.
3. The Data Governance Operations Team will drive continuous improvement when responding to issues -or- implementing policy.

Approach:

Phase 3 of the Data Governance initiative is an extension of Phase 2 and will focus on ensuring that each of the 3 threads continues to move forward to guide policy development, support the Security and Data Governance teams, and ensure successful adoption of the developed methodology.

Upon engagement start, NVISIA team will work with the key ETF stakeholders to drive towards the completion of key Phase 3 deliverables.

- Mature the DG Operations Teams (individually and collectively)
- Establish a Security & Privacy Roadmap

NVISIA plans to continue to engage the Enterprise Architect during this project to continue to complete the process and implementation work as described in this document

The work under this Statement of Work (SOW) will be conducted over a seven-week period at a cost of \$55,000.

The remainder of this document captures the scope, approach and plans for this project.

Project Management

This project will be managed by an ETF Project Manager and the Enterprise Architect from NVISIA. The Enterprise Architect will be responsible for coordinating the efforts to produce the Project Deliverables (see Project Deliverables Section), leading the NVISIA team and communicating project status with the ETF Project Manager.

NVISIA will communicate project status with weekly written status reports and meetings, in order to identify and resolve any issues and coordinate ETF involvement during the project.

NVISIA will be onsite at ETF as required in order to gain direct access to systems, applications and ETF Staff. NVISIA will also dedicate workspace in its offices located in Chicago and/or Milwaukee for NVISIA's Team.

Assumptions

The following assumptions have been made in preparing this estimate:

1. ETF will provide ready access to appropriate personnel on their staff to answer questions and provide feedback.
2. ETF will provide NVISIA with access to appropriate IT systems, data and processes that are in scope for the data governance program.
3. ETF will facilitate introduction to key Leadership Team. ETF staff will participate and respond to requests in a timely fashion. A delay of more than 3 business-days may delay the project.
4. ETF Personnel will participate and be fully available during phone and on-site interviews.
5. ETF will participate in management reviews of intermediate checkpoint meetings during current state project and future state summary.
6. ETF will provide access to the Enterprise Information Model as available.
7. ETF will provide access to the IT Transformation and Planning Project.

Staffing

NVISIA proposes to staff this project with the following skill based approach which will include ETF SME(s) to assist with specific ETF and Data concerns.

NVISIA's approach will enable us to leverage this skill for this part of the project. The following role will participate in the project as needed.

Enterprise Architect (DG Lead) – This role will lead the data governance program and is responsible for working with the ETF team. This role will lead all the engagement deliverables creation. The person serving in this role has significant enterprise architecture experience working with a number of organizations and technologies. (estimated involvement 100%)

Project Deliverables

NVISIA will create the following deliverables as part of this project.

1. Data Governance Teams

Guide the maturation for each of these teams to ensure that they develop a competency in each individual team and collectively as an implementation team.

2. Establish a Security and Privacy Roadmap

Work with the Security Policy Team to draft the initial set of policies covering the core areas of Assets, Privacy and Operational Continuity.

ETJ0018 NVISIA Change Order # 12

ETF
Exhibit 1 Statement of Work Phase 3 PR-116

NVISIA

Estimated Schedule

The project will continue November 14, 2011 and will be completed by December 31, 2011.

Project Costs

This project will be conducted until December 31, 2011, for a cost of \$55,000.

Agreed to and accepted by:

ETF

Date 11/21/11



Signature

Robert J. Conlin

Name

NVISIA

Date 11-14-11



Signature

Shaun Lovick

State of Wisconsin
Department of Employee Trust Funds

State of Wisconsin - Employee Trust Funds
Benefit Payment System (BPS)

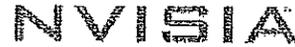


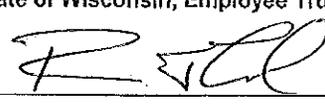
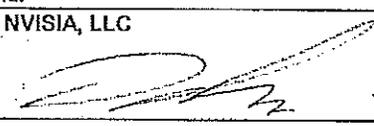
Exhibit #2 - Data Governance Phase 3 Project Billing Schedule 11/18/2011

Date	Data Governance 2011	Data Governance 2011	Data Governance 2011	Total Monthly
		Holdback		
November 30, 2011	\$ 17,000.00	1		\$ 17,000.00
December 30, 2011	\$ 32,500.00	1		\$ 32,500.00
January 31, 2012		1	\$ 5,500.00	\$ 5,500.00
				\$ -
				\$ -
				\$ -
Totals	\$ 49,500.00		\$ 5,500.00	\$ 55,000.00

2H 2011
\$ 49,500.00

1H 2012
\$ 5,500.00

This billing schedule is for all work on the Data Governance Project Phase 3 to be completed from November 18, 2011 through December 31, 2011 including the related holdback billings as detailed in Change Order #12.

State of Wisconsin, Employee Trust Funds	NVISIA, LLC
	
11/21/11	11/18/11
DATE	DATE
Robert J. Conlin Deputy Secretary	Daniel Dexter CFO

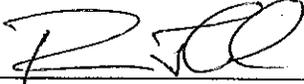
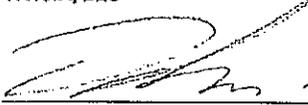
Footnote Index	Footnote	Description
1		Tied to BPS ETJ0018 Change Order #12
2		10% Holdback tied to BPS ETJ0018 Change Order #12

State of Wisconsin
Department of Employee Trust Funds

State of Wisconsin - Employee Trust Funds
Benefit Payment System (BPS)
Exhibit Three - Data Governance Phase 3 Project Billing Schedule

NVISIA

Title	Description	Cost
Data Governance and Privacy Program Initiative	Phase 3 Assist ETF in implementing a Data Governance and Privacy Program weeks for and extension of 7 weeks. See Exhibit #1 Data Governance and Privacy Program Initiative Phase 3 Statement of Work See Exhibit #2 - BPS Lump Sum Billing Schedule <i>Note: Travel will be billed according to WI state guidelines and will not exceed \$10,000 for this change order #12.</i>	
		\$ 55,000.00

State of Wisconsin, Employee Trust Funds	NVISIA, LLC
 DATE 11/21/11	 DATE 11/18/11
Robert J. Conlin Deputy Secretary	Dan Dexter CFO