



## Contract

**Commodity or Service:** Request for Proposal for the State of Wisconsin  
Department of Employee Trust Funds Financial  
Management Information Services (FMIS) Implementation  
Services

**Request for Proposal No:** ETC0019  
Sierra-Cedar, Inc.  
**Amendment 6**

**Contract Period:** June 10, 2013 through December 31, 2018  
Option by mutual agreement for two additional one year terms through December 31, 2020.

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 on page 2.
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.
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 fifty thousand dollars (\$50,000) require the submission of a written affirmative action plan. Contractors with an annual work force of less than fifty (50) employees are exempted from this requirement. Within fifteen (15) business days after the award of the contract, the plan shall be submitted for approval to the Department. Technical assistance regarding this clause is provided by the Purchasing Agent, Department of Employee Trust Funds, P.O. Box 7931, Madison, WI 53707-7931, 608.266.8989, or via e-mail at [ETFProcurement@etf.wi.gov](mailto:ETFProcurement@etf.wi.gov).
5. For purposes of administering this Contract, or in the event of any conflict, ambiguity, or inconsistency among the terms of this Contract and the documents incorporated within, the Order of Precedence to resolve any inconsistencies is:
  - A). This Contract;
  - B). Wisconsin ETF and Sierra Systems/CedarCrestone Acquisition letter, dated May 21, 2013;
  - C). Standard Terms and Conditions, Additional Terms, Supplement Terms and Conditions, and RFP, dated June 10, 2013;
  - D). the Business Associate Agreement;
  - E). Statement of Work-PeopleSoft Services, dated June 10, 2013;
  - F). RFP ETC0019 dated February 22, 2013, including amendments and appendices;
  - G). Cedar/Crestone, Inc. response to RFP ETC0019 dated March 13, 2013 including all clarifications and explanations requested during the evaluation process.
6. For purposes of administering this Contract, or in the event of any conflict, ambiguity, or inconsistency among the terms of this Contract and the documents incorporated within, the Order of Precedence to resolve any inconsistencies is:
  - A). This Contract;
  - B). Wisconsin ETF and Sierra Systems/CedarCrestone Acquisition letter, dated May 21, 2013;
  - C). Standard Terms and Conditions, Additional Terms, Supplement Terms and Conditions, and RFP, dated June 10, 2013;
  - D). The Business Associate Agreement;
  - E). Statement of Work-PeopleSoft Services, dated June 10, 2013;
  - F). Statement of Work-PeopleSoft Services via change order request dated August 20, 2013 and specifically noting the per hour cost of \$165 per hour as identified in the section titled "Summary of Total Impact of Change," sub-section "Cost" not to exceed the total cost of \$337,755;
  - G). Statement of Work-PeopleSoft Services via change order request dated February 13, 2014 and specifically noting the per hour cost of \$178 per hour as identified in the section titled "Summary of Total Impact of Change," sub-section "Cost" not to exceed the total cost of \$174,440;
  - H). Statement of Work-PeopleSoft Services via change order request dated April 1, 2014 and specifically noting the per hour cost of \$178 per hour as identified in the section titled "Summary of Total Impact of Change," sub-section "Cost" not to exceed the total cost of \$284,800;
  - I). Statement of Work-PeopleSoft Services via change order request dated July 1, 2014 and specifically noting the per hour cost of \$125 per hour as identified in the section titled "Summary of Total Impact of Change," sub-section "Cost" not to exceed the total cost of \$130,000;
  - J). Statement of Work-PeopleSoft Services via change order request dated August 18, 2014 and specifically noting the per hour cost of \$178 per hour as identified in the section titled "Summary of Total Impact of Change," sub-section "Cost" not to exceed the total cost of \$178,000;

- K). Statement of Work-PeopleSoft Services via change order request dated September 25, 2014 and specifically noting the per hour cost of \$178 and \$125 per hour as identified in the section titled "Summary of Total Impact of Change," sub-section "Cost" not to exceed the total cost of \$406,320;
- L). RFP ETC0019 dated February 22, 103, including amendments and appendices; and
- M). Cedar/Crestone, Inc. response to RFP ETC0019 dated March 13, 2013 including all clarifications and explanations requested during the evaluation process.

**Contract Number: ETC0019** Request for Proposal for the State of Wisconsin Department of Employee Trust Funds Financial Management Information Services (FMIS) Implementation Services-**Amendment 6**

**Request for Proposal:** ETC0019 Sierra-Cedar, Inc.

<b>State of Wisconsin</b>	
<b>Department of Employee Trust Funds</b>	
By (Name)	
<b>John Voelker</b>	
Signature	
	
Title	
<b>Deputy Secretary</b> Department of Employee Trust Funds	
Phone	
608.266.9854	
Date (MM/DD/CCYY)	
10.3.14	

<b>Contractor to Complete</b>	
Legal Company Name	
Sierra-Cedar, Inc.	
Trade Name	
ITServeco	
Taxpayer Identification Number	
58-2548193	
Company Address (City, State, Zip)	
1255 Alderman Drive Alpharetta, GA 30005	
By (Name)	
Kevin Bryant	
Signature	
	
Title	
General Manager (GM) Sierra-Cedar, Inc.	
Phone	
888.380.9364	
Date (MM/DD/CCYY)	
10-2-14	



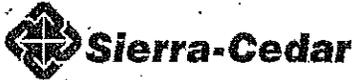
## CHANGE ORDER REQUEST FORM

<b>PROJECT NAME AND CONTROL NUMBER:</b> FINANCIALS IMPLEMENTATION, CHANGE ORDER #6.
<b>REQUESTOR:</b> BOB WILLET
<b>ORGANIZATION:</b> WI ETF
<b>DATE OF REQUEST:</b> 09/25/2014

<b>PROPOSED CHANGE(S) AND REASON/JUSTIFICATION FOR CHANGE (INDICATE URGENCY LEVEL)</b>
<b>URGENCY LEVEL:</b> <input checked="" type="checkbox"/> HIGH <input type="checkbox"/> MEDIUM <input type="checkbox"/> LOW

<b>DESCRIPTION OF CHANGE</b>
THIS CHANGE ORDER WILL EXTEND TWO RESOURCES, MINDY BUCKEY AND JIE ONG FROM JAN 1, 2015 THROUGH JULY 30, 2015. DURING THIS TIMEFRAME THEY WILL WORK WITH ETF TO HELP PLAN THE NEXT STEPS OF THE IMPLEMENTATION AND PROVIDE CONTINUED POST PRODUCTION SUPPORT.
AS PART OF THIS CHANGE ORDER WE WILL ALSO ADD A CONTINGENCY OF 240 HOURS FOR FUNCTIONAL TEAM SUPPORT TO TROUBLESHOOT ANY ISSUES. THESE HOURS WILL BE CHARGED ON A TIME AND MATERIALS BASIS TO ETF ONLY IF THEY ARE USED. THERE IS NO PENALTY OR MINIMUM HOURS USAGE ASSOCIATED WITH THIS AMENDMENT.

<b>IMPACT OF CHANGE(S):</b>
<b>IMPACT ON PERSONNEL:</b> THIS CHANGE ORDER WILL IMPACT THE PROJECT PERSONNEL DUE TO THE NEED ADDITIONAL HOURS REQUIRED FOR EXTENDED POST PRODUCTION SUPPORT AND PLANNING.
<b>IMPACT ON OTHER RESOURCES (E.G., WI ETF'S HARDWARE, INFRASTRUCTURE, ETC.):</b> NO OTHER PLANNED IMPACTS ON OTHER RESOURCES.
<b>IMPACT ON SCHEDULE:</b> EXTENDING END DATES FOR THE RESOURCES THROUGH JULY 30, 2015.
<b>IMPACT ON REQUIREMENTS:</b> NONE.



**IMPACT ON COST:**

THE CHANGE WILL ADD ADDITIONAL COSTS TO THE PROJECT WITH THE INCREASED PROJECT COST AS OUTLINED IN THE SUMMARY SECTION.

**ASSUMPTIONS / RISKS:**

**MODULE ASSUMPTION:**

- NO PLANNED CHANGES. ITEMS DISCOVERED DURING POST PRODUCTION SUPPORT WILL BE DOCUMENTED BY THE RESOURCES.

**DEVELOPMENT SCOPE:**

- NO PLANNED CHANGES. ITEMS DISCOVERED DURING POST PRODUCTION SUPPORT WILL BE DOCUMENTED BY THE RESOURCES.

**REPORTS AND QUERIES: REQUIRED FOR ADDITIONAL FUNCTIONALITY TRAINING:**

- NO PLANNED CHANGES. ITEMS DISCOVERED DURING POST PRODUCTION SUPPORT WILL BE DOCUMENTED BY THE RESOURCES.

**POST PRODUCTION SUPPORT:**

- THE SIERRA-CEDAR POST-PRODUCTION SUPPORT WILL FOLLOW THE ROLL-OFF DATES THAT ARE OUTLINED IN THE SECTION BELOW, SUMMARY OF TOTAL IMPACT OF CHANGE / PERSONNEL.

**RISKS:**

**ALTERNATIVES TO PROPOSED CHANGE(S) (IF ANY)**

**SUMMARY OF TOTAL IMPACT OF CHANGE**

**PERSONNEL:**

- JIE ONG EXTENDED 1200 HOURS TO 07/30/2015. INCLUDES 30 WEEKS OF POST PROD SUPPORT AND PLANNING
- MINDY BUCKEY EXTENDED 1200 HOURS TO 7/30/2015. INCLUDES 30 WEEKS OF POST PROD SUPPORT AND PLANNING.

**OTHER RESOURCES:**

**SCHEDULE:**

- END DATE IS NOW JULY 30, 2015.

**REQUIREMENTS:**



**COST:**

- \$406,320 INCLUDING
  - 1200 HOURS X 178/HR FOR MINDY BUCKEY (DOA FUNDED)
  - 1200 HOURS X 125/HR FOR JIE ONG (DOA FUNDED)
  - 240 HOURS X 178/HR FOR FUNCTIONAL SUPPORT (BILLED ON A TIME & MATERIALS BASIS TO ETF)
  - THESE HOURS WILL BE INVOICED ON A TIME AND MATERIALS BASIS MONTHLY AT THE END OF EACH MONTH WHERE THE NEW SERVICES ARE PERFORMED.

**REQUIRED APPROVALS:**

REVIEWER NAME	DEPARTMENT	DECISION	DATE
DAWN MCCAULEY	DET	<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> REJECTED	10/1/14
BOB WILLETT	ETF SPONSOR	<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> REJECTED	10/1/14
BOB MARTIN	ETF LIAISON	<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> REJECTED	10/1/14
JOHN VOELKER	DEPUTY SECRETARY	<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> REJECTED	10/3/14

Kevin Bryant  
 Sierra-Cedar Approval  
 Kevin Bryant

Date 10/2/14

Bob Willett  
 WI ETF Approval  
 Bob Willett

Date 10/1/14

Dawn McCauley  
 WI DET Approval  
 Dawn McCauley

Date 10/1/14