Lexington-Fayette Urban County Government

REQUEST FOR PROPOSAL FOR INFORMATION TECHNOLOGY CONSULTING AND TECHNICAL SERVICES

RFP #13-2016

Submitted by:

April 15th, 2016

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Metaformers Proposal Policy

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Executive Summary

From Metaformers' inception, our focus has been deep subject-matter knowledge and leadership, providing clients unequaled service and devotion to their success. Metaformers was founded in February 2000 as a Solutions firm focused on Commercial, off-the-Shelf (COTS) solutions, strategy, product implementation, and upgrade. From 2001 through 2004, Metaformers focused its efforts working directly for PeopleSoft/ Oracle with their PeopleSoft ERP (Enterprise Resource Planning) package for government.

Metaformers was created with a progressive, diverse, energetic culture, giving team members what they seek in an employer, and focused on knowledge-leadership and experience, giving clients what they should expect from a hired Solutions Architect — delivery excellence. This approach attracted team members from Oracle/ PeopleSoft and other big-4 organizations. Sixty percent of our Senior Architects have held leading roles at PeopleSoft/Oracle. Our Senior Architects are considered by Oracle to be best in industry at serving PeopleSoft Public Sector clients. The combination of our superb culture, our high professional standards, and our focus on leadership has attracted team members who fully represent this vision.

Metaformers was introduced to LFUCG in 2006 after concerns with the initial PeopleSoft implementation. Following the resolution of those issues through the provision of executive support, senior subject matter experts and a commitment to providing solutions as a partner, LFUCG began to realize Return on Investment from their PeopleSoft solution. Following the success of the Financials project, Metaformers was awarded the implementation of PeopleSoft HCM, Treasury, and Enterprise Services Automation solutions for LFUCG. That project, named Project Synergy, concluded in 2009 with the successful implementation of all solutions. The city's CIO projected Return on Investment of $5m per annum for the city based on the deployed solution. Metaformers has continued to provide support to LFUCG

LFUCG – Client Quote
"Metaformers' technical expertise and strategic guidance as our software implementer allowed Lexington to dramatically improve the way it does business. The team's fundamental understanding of government enterprises, its unbending commitment to best practices, and its relentless pursuit of a lasting return on our technology investment has helped set Lexington on a path to greater productivity – welcomed news in a difficult economy" **- Kyna Koch, Commissioner of Finance Lexington-Fayette Urban Country Government**

for Internal Audit and HR for the transition of Payroll Management and Open Enrollment, as well as recent projects that included the migration back to PeopleSoft Benefits from Selerex and support for PPCA reporting as defined by the Affordable Care Act. Metaformers also complete in 2016 the deployed of Hyperion Cloud services to support the city's budget development and management processes. This deep level of expertise in the city's operations, the solutions deployed, and our commitment to LFUCG's success makes Metaformers the premier solution to the organization.

In addition, there are several fundamental advantages that this team brings to LFUCG, including:

- Proven Governance Structure deployed through use of Metaformers' MetaStream methodology, and successfully adopted by multiple public sector organizations.
- The depth and experience of resources available to the Metaformers Team.
- Metaformers known commitment to best practices for the public sector.
- The Metaformers Team's established ability to detect and eliminate single points of failure in business processes.
- Metaformers use of Agile Methodology for non-ERP software development.

Metaformers offers LFUCG a balanced risk and cost approach to achieving the business goals defined in by the organization, and we look forward to the opportunity to once again serving the Government and citizens of Fayette County.

Metaformers Services

The Metaformers Team is pleased to offer the LFUCG our proposal for RFP#13-2016.

Metaformers Inc, a known solution provider to the LFUCG offers unparalleled experience with the PeopleSoft solution at the LFUCG, having been the architects for Project Synergy and the recovery project for the failed PeopleSoft Financials implementation previously undertaken by the City.

The Metaformers Team recognizes the importance of achieving ROI through enterprise solutions. A key factor in that achievement is the management of sustainment operations, including the improvement of business processes, systems operations, and maintenance and development of personnel skills to optimize use of the deployed solution.

Our approach is supported by both the MetaStream methodology for PeopleSoft services, and through the Agile methodology for web and development services. Whichever methodology is adopted there is always a focus on supporting governance, best practices, ROI, and infrastructure operations.

Support Services

LFUCG Question: Is help desk support available?
Metaformers Response: Metaformers does not provide a help desk, however, we do provide an Account Manager who can provide access to resources and knowledge for the organization. Andrew Beck, the Vice President of Operations, who is located in our Lexington office, is the named Account Contact for the organization.

LFUCG Question: When is support available throughout the week?
Metaformers Response: Support from the Account Manager is available 24 x 7.

LFUCG Question: Do you provide a process for escalating support issues?
Metaformers Response: If the Account Manager is unable to resolve the issue raised by LFUCG you may escalate the issue to our VP of Consulting or our CEO.

LFUCG Question: How are charges for support structured, documented, and tracked?
Metaformers Response: The Account Manager is provided at no cost to the LFUCG. Support from consulting resources is available at the rates shown in the charge tables.

Software Development

Metaformers leverage 2 different methodologies, dependant on the scope of the project.

Agile Methodology

Meaformers leverages the agile methodology for non-ERP software development projects. The Agile development methodology provides opportunities to assess the direction of a project throughout the development lifecycle. This is achieved through regular cycles of work, known as sprints, at the end of which the development team

presents an incremental work product. By focusing on shorter development cycles as well as the deliverable that this yields, agile methodology is described as "iterative" and "incremental". When a team stops and re-evaluates the direction of a project every two weeks, there's always time to steer it in another direction.

The results of this "inspect-and-adapt" approach to development greatly reduce both development costs and time to delivery. Because teams can develop software at the same time they're gathering requirements, the phenomenon known as "analysis paralysis" is less likely to impede a team from making progress. And because a team's work cycle is limited to two weeks, it gives stakeholders recurring opportunities to calibrate releases for success in the real world. Agile development methodology helps organization build the right product and continuously re-plan the release to optimize value. The following diagram outlines the development – delivery process.
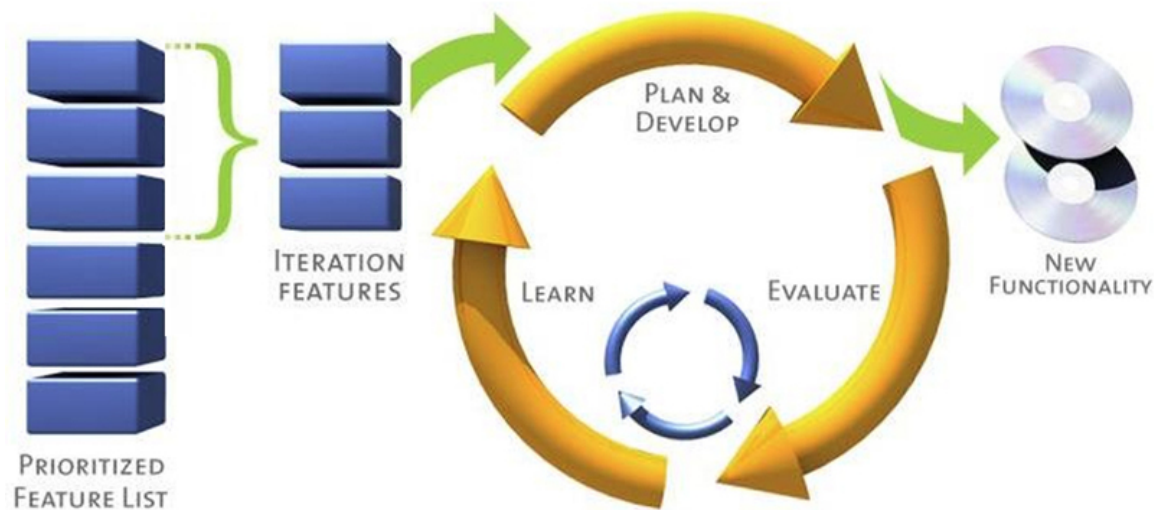
MetaStream™ Methodology
This section provides requested information in relation to the Metaformers Methodology. Methodology information is confidential to the Metaformers Team, would be valuable intelligence for our competition, and is provided to LFUCG for the sole purpose of the review of our response to this RFP prior to award and internal use by members of LFUCG to review our offering post-award. Metaformers considers this information proprietary and it is not to be made publicly available or disclosed to any external entities or third parties. We therefore request that this entire section and subsections of the Proposal be treated as confidential, proprietary information.

The Metaformers' MetaStream methodology has been successfully utilized to support multiple implementations, upgrades, and optimizations of PeopleSoft solutions, including the implementation at Lexington-Fayette Urban County Government (LFUCG). The governance structure provided by MetaStream has been effectively adopted by multiple organizations as their standard for project governance within their Program Management

offices (PMOs). Focused on client success, MetaStream reaches beyond typical SDLCs (System Development Life-Cycles) or ERP methodologies, offering our team a level of flexibility to apply the tools needed to exceed expectations and to fit to the complexity of a particular project. The Metaformers Team will utilize core components of MetaStream to support the delivery of Project Artifacts and task deliverables.

MetaStream consists of three primary phases: Planning, Delivery, and Support.

Planning

Within Planning there are two primary phases: Strategy and Plan.

The strategy phase of MetaStream allows the Metaformers Team to work closely with the LFUCG project management team to understand strategic objectives in relation to the project, and the desired impact on the organization. Our project management team will work with your leadership to validate and document these based on our experiences and the defined goals of the organization.

The plan phase of involves the detailed development of planning documents used to structure the execution of the project. Requirements, based on the Requirements Traceability Matrix (RTM) defined by the LFUCG, will be reviewed with you to validate their applicability, and requirements that do not support a best practice future state will be eliminated where agreed to by the ESC.

Delivery

Within the Delivery phase, there are five primary phases: Design, Build, Test, Train, and Deploy.

Design

During the Design phase, the Metaformers Team's solution architects will work closely with LFUCG's Business Area Leads to validate an understanding of the requirements, conduct FIT/GAP sessions that will support validation or adjustment of the detailed future state processes defined by the organization, and propose solutions for any resulting gaps. Also during the Design phase, the Metaformers Team will complete the detailed designs, leveraging the future state process designs compiled by LFUCG as a foundation. The focus of the team will remain on best practices, elimination of single points of failure, and optimized and accurate operating standards and environments for the LFUCG community throughout this phase.

Build

The Build phase consists of the construction and initial testing (unit testing) of individual components. The Metaformers Team will also configure the system to support the defined processes from the Design phase. All developed objects and configuration will be mapped to requirements on the RTM. This phase will also include the development of the transition plan that will be leveraged for security and roles design.

Test

The Metaformers Team will develop a Testing Plan, early in the project, which will be based on the standards defined in MetaStream. Test script production will be managed through the User Productivity Kit (UPK), using delivered content currently available, which will be provided by LFUCG for all in-scope modules. UPK allows production of testing scripts for baseline functionality. All customizations and LFUCG-centric data design will require updates to the solution delivered. The testing approach that the MetaStream methodology recommends is thorough, iterative, and measured. During the test phase, the project team completes testing of individual components (unit testing); end-to-end processes (interfaces, integration, and system testing); performance (performance testing); User Acceptance testing (UAT), and Parallel testing.

Train
Early in the project, the Metaformers Team and LFUCG Change Management Leads will work with the Business Area Leads and SMEs to identify which role-based application usage exists in the current state model. This model will be compared to the future state model and an impact analysis and subsequent transition plan will be developed. The transition plan will identify gaps in role-based knowledge that will need to be developed through the use of training programs.

Deploy
The deployment plan will be developed during the Test phase of the project, defining scope, approach, and high-level activities that will occur during deployment. The deployment plan will include checkpoints throughout the later phases of the project that are indicators of progress and readiness for deployment. This plan is drafted and accepted during the Test phase, and is finalized during the Deploy phase. Our MetaStream Methodology recommends multiple simulated moves to Production to validate the process for final deployment, including a thorough post-deployment validation of production.

Support
The final phase of the methodology is the Support phase. During this phase, the Metaformers Team will work closely with the LFUCG support organization to provide end user support. The Metaformers Team will also validate that knowledge transfer is complete during this phase.

Support

Consulting Services
Metaformers is pleased to offer the LFUCG consulting services in line with the following business areas defined by the organization:

Strategic Planning
Defining roadmaps that support the organization's strategic and tactical goals is critical to the success of developing and deploying sustainable solutions for the organization. Metaformers experience at the mayoral and commissioner levels of organizations have given us insight into the development and deployment of plans that can be successful in implementation, not just as white papers.

IT governance

The foundation of successful projects and operations begins with a solid governance foundation. Metaformers introduced governance standards during Project Synergy and we know that a solid Executive Steering Committee and Change Control Board are essential to project success. Our team includes members with ITIL certification.

Other

Metaformers is also pleased to offer the LFUCG services related to the PeopleSoft solution for: Disaster Recovery, Requirements Gathering, and Business Process Development. As leading Architects with PeopleSoft and the integration partner of LFUCG we feel uniquely qualified to offer the organization the highest levels of knowledge, engagement and commitment to quality.
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Metaformers leverages the MetaStream methodologies in providing these services to the LFUCG.

Attachment A

Technology	Experience	Comments
Microsoft Windows 2003, 2008, 2012, 2016		
Microsoft Windows 7, 8, 10 Desktop		
Microsoft Office 365, Architecture and		
Microsoft PowerShell		
Microsoft Active Directory		
Microsoft Exchange 2010, 2013		
AIX versions 5.x, 6.x, 7.x	3 years, 2 people	
Linux	15 years, 2 people	
Internet Information Server (IIS)		
F5 BigIP		
VMware		
VMware VirtualCenter		
VMware ESX		
Microsoft Access		
Microsoft SQL Server 2008, 2012, 2014,	7 years, 5 people	
Oracle Database 10, 11, 12, 13	10 years. 5 people	
SharePoint Services (on premise and cloud)		
Microsoft Office SharePoint Server		
Microsoft .NET Framework 2+		
Microsoft Project Server		
ESRI Geodatabase (10.2.1 and higher)		
ESRI ArcGIS for Server (10.2.1 and higher)		
ESRI ArcGIS for Desktop (10.2.1 and higher)		
ESRI ArcGIS Online (10.2.1 and higher)		
ESRI ArcReader (10.2.1 and higher)		

Technology	Experience	Comments
Visual Studio		
VBA		
Python	3 years, 3 people	
JavaScript	5 years, 5 people	
HTML5	2 years, 5 people	
C#		
C++	3 years, 2 people	
Ruby	8 years, 3 people	
Ruby on Rails	8 years, 3 people	
Visual Basic 6.0		
ASP.NET		
VB.NET		
jQuery		
Web Services		
PHP Development		
RPG IV		
BCD Presto		
ADO		
Moodle		
AJAX	7 years, 1 person	
Node.js	1 year, 3 people	
Chef, Puppet, Troposphere		
Amazon Web Services (AWS) Architecture	4 years, 3 people	
Amazon Web Services (AWS) DevOps	4 years, 3 people	
Microsoft Azure Architecture		
Microsoft Azure DevOps		
Palo Alto Firewalls		
Splunk		
Switching & Routing		
Vulnerability Scanning (Nessus)		
Patch Management	15 years, 5 people	
IBM BigFix		
PeopleSoft HCM 9.0	Average of 10+ years of experience – 15 consultants	
PeopleSoft FSCM 8.9	Average of 10+ years of experience – 30 consultants	
PeopleTools 8.49	Average of 10+ years of experience – 45 consultants	

Attachment B

Service		Rate	Notes
Software Development	ASP.NET C# JavaScrip t Ruby Ruby on Rails C++ HTML5 VB.NE T Python Visual Basic 6.0 ESRI ArcGIS ADO 2.X + Web Services Microsoft Access	$85 - $159 per hour	See table below for breakdown by role
Database Design	SQL Server SQL Server Express MySQL ESRI Enterprise Geodatabase Oracle	$135 - $189 per hour	See table below for breakdown by role
Consulting	Disaster Recovery/Bus Continuity Technical Requirements Gathering IT Strategic Planning IT Governance IT Project Management Certified Project Management (PMP) Network Technologies Software Development PeopleSoft HCM (9.0) PeopleSoft FSCM (8.9)	$95 - $250 per hour	See table below for breakdown by role
Server Application Implementation	Microsoft SharePoint Microsoft Project Server Microsoft SQL Server Microsoft Exchange Microsoft Windows VMware Virtual Center VMware ESX ESRI ArcGIS Server	Not Available	
Training	Microsoft SharePoint Microsoft Project Server Microsoft SQL Server Visual Studio Team Suite Visual Studio 2008 VMware	Not Available	

Network Support	F5 BigIP Microsoft Active Directory Microsoft Windows VMware	Not Available	
Information Security	Policy Development and Review Planning and Analysis Penetration Testing Vulnerability Testing Risk Management Assessment Info Security Audit and Compliance Info Security Remediation Info Security End-User Training	Not Available	
Enterprise DevOps & "Cloud"	Cloud Architecture and Design Code Deployment and Maintenance Enterprise System Administration Version Control Infrastructure as Code (IaC) Platform as a Service (Paas) Software as a Service (SaaS) Infrastructure as a Service (IaaS)	$85 - $250 per hour	See table below for breakdown by role

This table provides requested information in relation to Metaformers pricing. The information is confidential to the Metaformers Team, would be valuable intelligence for our competition, and is provided to LFUCG for the sole purpose of the review of our response to this RFP prior to award and internal use by members of LFUCG to review our offering post-award. Metaformers considers this information proprietary and it is not to be made publicly available or disclosed to any external entities or third parties. We therefore request that this entire section and subsections of the Proposal be treated as confidential, proprietary information.

Resource Level	Resource Name	Local	Hourly Rate	Expenses[1]	Additional Resources Available
AWS Architect	Andrew Wyllie	Y	$159	0	1
Sr. Developer	Steven Hayes	Y	$125	0	2
Developer	Jamine Hempy	Y	$110	0	4
Web Developer	Erik Schwartz	Y	$80	0	2
IoT	Steven	Y	$125	0	4

[1] Where $0 expenses are shown it is because local resources are available. Should local resources be committed and a travel consultant is required the expenses are estimated at $30 per hour.

Resource Level	Resource Name	Local	Hourly Rate	Expenses[1]	Additional Resources Available
Developer	Hayes				
Cloud Consultant	Andrew Wyllie	Y	$159	0	4
Labor Category	Resource Name	Local	Hourly Rate	Expenses	
ERP Project Director	Andrew Beck	Y	$225	0	3
ERP Sr. Solutions Architect	Andrew Beck	Y	$192	0	2
ERP Project Manager	Patti McGavic	N	$175	Est. $30 per hour	4
ERP Solutions Architect	Lee Christopher	N	$175	Est. $30 per hour	9
ERP Sr. Consultant	Marieli Velez	N	$142.31	Est. $30 per hour	8
ERP Associate Consultant	Gelisa Lewis	Y	$104.36	0	7
HR Analyst	Michelle Gunter	Y	$95	0	1

Company Information

Company Name: Metaformers, Inc

Local Office: Head Office:
154 Constitution Ave.   2010 Corporate Ridge Drive
Lexington, KY 40507   McLean, VA 22102

CirrusMio, Inc is a subsidiary of Metaformers, Inc. CirrusMio, Inc is located at our Lexington location and would provide development resources to the LFUCG.

Metaformers retains multiple business partnerships with organizations in the following sectors: Hardware, Software, ERP Consulting, IOT Consulting; Software Development and Cloud Consulting.

Metaformers has provided a set of sample resumes in Appendix C. These resumes support the majority of roles shown in the previous table and are provided as a representative sampling. Metaformers has additional resources available, in the same position or in other positions, in addition to those shown in the table. Should you require additional resumes, Metaformers will provide them on request. All resources shown are employees of Metaformers or CirrusMio. Not all additional

resources are in the same locality of the sample resume provided.

Metaformers has been providing consulting services since January 2000.

References

Organization	LFUCG	MD AOC
Address	200 E Main Street Lexington, KY 40507	2003 Commerce Park Drive, Annapolis, MD 21401
Contact Name	Chad Cottle	Gisela Blades
Contact Role	Deputy CIO	Procurement Director
Contact Communication	ccottle@lexingtonky.gov	Gisela.blades@mdcourts.gov

Appendix A – Required Documentation

A.1 Affirmative Action Plan

Metaformers is committed to supporting an Equal Opportunities Workplace.

1. Recruitment/Advertising

- All employment advertisings will include a statement that our company is an Equal Opportunity Employer

- Specific affirmative action in the areas of recruitment and hiring in terms of the employment of minority individuals and business will be taken to ensure equal employment opportunity and shall include but not limited to the following:

a. When vacancies occur, Metaformers, Inc will favor utilizing minority media, where available, that have greater minority readership, using the term "Equal Opportunity/Affirmative Action Employer" in all such employment opportunities.

b. With respect to the use of part-time college students and/or co- ops, efforts are currently made to include minority candidates in the interview/hiring process.

c. Metaformers, Inc. will refer to its Affirmative Action Policy Statement on its employment application to reaffirm its commitment to equal employment opportunity.

Our company's equal employment opportunity policy will be displayed on our website.

Metaformers, Inc currently seeks to increase the flow of minority applicants through community resources, including governmental referral programs with placement opportunities. Such public and private employment offices and business contracts will be advised in writing of its AAP/EEO policy and will be urged to refer qualified minority applicants as needed.

Metaformers, Inc will consider minority applicants for vacancies in all job classification in conjunction with its established policy, including advancement and promotion from within on the basis of individual qualifications, potential and job performance.

2. Hiring Procedures

- All positions will be filled without regard to race, color, religion, sex or national origin

- Metaformers, Inc. currently utilizes its best efforts to hire qualified minority applicants for employment when vacancies occur. Metaformers, Inc. maintains a policy of equal opportunity in employment that is communicated to all levels of management and consultation for hiring purposes.

- Employment testing is conducted without regard to race, color, religion, sex or national origin.

3. Promotion Procedures

Metaformers, Inc. will afford promotions and advancement opportunities to all qualified employees through the following affirmative actions:

a. Communicate policy of promotion from within of qualified employees to all employees without regard to race, color, religion, sex or national origin when such advancement opportunities occur, and during performance reviews.

b. Post-promotional opportunities in a conspicuous place for all employees' awareness.

c. Brief supervisors at all levels of management of Metaformers' affirmative action promotion policy and its intent to ensure utilization of all qualified personnel at all job levels.

d. Review objectively all qualifications of all candidates for promotion from within.

4. Training Procedures

As part of any tuition reimbursement program, and in support of the affirmative action, special effort will be made to ensure that minority employees are aware of the program.

All available training and development programs within the company will be reviewed periodically and made available to all employees.

5. Publicity External

- In the development of employment related company brochures and direct mail flyers, and external publicity material an affirmative action statement will be included with the printed material.

- External publicity material that includes photographs of staff should demonstrate our diverse workforce. **Internal** Development of new procedures, policies and other administrative internal publications will include a statement of affirmative action, and in particular, place special emphasis on the recruitment and utilization of minority employees.

6. Grievance Procedures It is the policy of Metaformers, Inc. to provide a non-discriminating procedure for every employee to express a complaint or personnel concern about his or her employment or benefits that are administered and implemented by the company. In the event of such an occurrence, the following procedure will be followed for resolution:

I. Employees are encouraged to report the grievance to his/her immediate supervisor

II. If reporting to the immediate supervisor is not satisfactory, a meeting will be

scheduled with the affirmative action officer, who will listen and respond to each complaint in a fair and non- discriminating manner.

III.   Should the verbal processes not suffice the Affirmative Action Officer will assist the aggrieved employee to direct a letter to the company's President, asking for consideration of the grievance. Any such letters will be answered in a timely manner, in writing, to the employee.

IV.   Should all of the above fail, the President will schedule a face-to-face meeting with the employee and will make every effort to understand

V.   and resolve his or her problems in a fair and equitable manner.

VI.   Each formal grievance will be documented in writing and forwarded to the Affirmative Action Officer for timely resolution.

VII.   The company's CEO will be responsible for approving any policy or procedure change required to mitigate discrimination.

VIII.   Retaliation is prohibited. No harm or retaliation against any employee filing a grievance will be tolerated. All employees may seek assistance from the Affirmative Action Officer at any time.

7. Program Reporting and Monitoring

The affirmative action plan, along with all employment and other related statistical and/or records, is available for review during normal working hours. These records are located at 154 Constitution Avenue, Lexington, KY 40507

1. Executive Officer in Charge–Edward Bouryng

2. Affirmative Action Program Officer–Andrew Beck

A periodical reporting and auditing system has been established internally for the purpose of measuring EEO progress and for updating the affirmative action plan annually.

PROCUREMENT POLICY

It is the policy of Metaformers, Inc to afford equal opportunity to all vendors and that suppliers of materials or firms providing goods and services shall not be discriminated against based upon the owner's race, age, sex, religion,

disability, color, national origin or status as a veteran. Metaformers Inc. will:

1. Solicit bids from all qualified firms regardless of ownership and will utilize lists of qualified vendors maintained by the Chief Financial Officer.

2. Evaluate all bids so as to further the principles of non-discrimination and equal opportunity.

3. Ensure that final purchases are in accordance with the principals of equal opportunity.

4. Ensure that all procurement actions such as repeat purchases, extensions, change

orders, acceptance policy, etc. will be administered without regard to race, age, sex, religion, status as a veteran or national origin.

I firmly endorse and support our equal opportunity program and have established an affirmative action program to ensure our continued commitment.

Ed Bouryng

CEO/President

A.2 Current Workforce Analysis Form

Name of Organization: Metaformers, Inc   Date: 04/01/2016

Categories	Total	White		Latino		Black		Other		Total	
		M	F	M	F	M	F	M	F	M	F
Administrators	1		1								1
Professionals	45	20	13	2	2	0	4	1	3	23	22
Superintendents											
Supervisors											
Foremen											
Technicians	4	3	1							3	1
Protective Service											
Para-Professionals											
Office/Clerical	3		2						1	0	3
Skilled Craft											
Service/Maintenance											
Total:	53	23	17	2	2	0	4	1	4	26	27

Prepared by: Andrew Beck, Vice President of Operations
Name & Title

A.3 Affidavit

<u>AFFIDAVIT</u>

Comes the Affiant, _____, and after being first duly sworn, states under penalty of perjury as follows:

1. His/her name is _____ and he/she is the individual submitting the proposal or is the authorized representative of_____, the entity submitting the proposal (hereinafter referred to as "Proposer").

2. Proposer will pay all taxes and fees, which are owed to the Lexington-Fayette Urban County Government at the time the proposal is submitted, prior to award of the contract and will maintain a "current" status in regard to those taxes and fees during the life of the contract.

3. Proposer will obtain a Lexington-Fayette Urban County Government business license, if applicable, prior to award of the contract.

4. Proposer has authorized the Division of Central Purchasing to verify the above-mentioned information with the Division of Revenue and to disclose to the Urban County Council that taxes and/or fees are delinquent or that a business license has not been obtained.

5. Proposer has not knowingly violated any provision of the campaign finance laws of the Commonwealth of Kentucky within the past five (5) years and the award of a contract to the Proposer will not violate any provision of the campaign finance laws of the Commonwealth.

6. Proposer has not knowingly violated any provision of Chapter 25 of the Lexington-Fayette Urban County Government Code of Ordinances, known as "Ethics Act."

Continued on next page

7. Proposer acknowledges that "knowingly" for purposes of this Affidavit means, with respect to conduct or to circumstances described by a statute or ordinance defining an offense, that a person is aware or should have been aware that his conduct is of that nature or that the circumstance exists.

Further, Affiant sayeth naught.

_____

STATE OF _____

COUNTY OF _____

The foregoing instrument was subscribed, sworn to and acknowledged before me by _____ on this the _____ day of _____, 2016.

My Commission expires: _____

_____
NOTARY PUBLIC, STATE AT LARGE

A.4 Equal Opportunity Agreement

The Law

- Title VII of the Civil Rights Act of 1964 (amended 1972) states that it is unlawful for an employer to discriminate in employment because of race, color, religion, sex, age (40-70 years) or national origin.

- Executive Order No. 11246 on Nondiscrimination under Federal contract prohibits employment discrimination by contractor and sub-contractor doing business with the Federal Government or recipients of Federal funds. This order was later amended by Executive Order No. 11375 to prohibit discrimination on the basis of sex.

- Section 503 of the Rehabilitation Act of 1973 states:

    The Contractor will not discriminate against any employee or applicant for employment
    because of physical or mental handicap.

- Section 2012 of the Vietnam Era Veterans Readjustment Act of 1973 requires Affirmative Action on behalf of disabled veterans and veterans of the Vietnam Era by contractors having Federal contracts.

- Section 206(A) of Executive Order 12086, Consolidation of Contract Compliance Functions for Equal Employment Opportunity, states:

    The Secretary of Labor may investigate the employment practices of any Government
    contractor or sub-contractor to determine whether or not the contractual provisions specified in Section 202 of this order have been violated.

****

The Lexington-Fayette Urban County Government practices Equal Opportunity in recruiting, hiring and promoting. It is the Government's intent to affirmatively provide employment opportunities for those individuals who have previously not been allowed to enter into the mainstream of society. Because of its importance to the local Government, this policy carries the full endorsement of the Mayor, Commissioners, Directors and all supervisory personnel. In following this commitment to Equal Employment Opportunity and because the Government is the benefactor of the Federal funds, it is both against the Urban County Government policy and illegal for the Government to let contracts to companies which knowingly or unknowingly practice discrimination in their employment practices. Violation of the above mentioned ordinances may cause a contract to be canceled and the contractors may be declared ineligible for future consideration.

Please sign this statement in the appropriate space acknowledging that you have read and understand the provisions contained herein. Return this document as part of your application packet.

Bidders

I/We agree to comply with the Civil Rights Laws listed above that govern employment rights of minorities, women, Vietnam veterans, handicapped and aged persons.

_____   Metaformers, Inc
Signature   *Name of Business*

A.5 LFUCG MBE/WBE Participation
LFUCG STATEMENT OF GOOD FAITH EFFORTS
Bid/RFP/Quote #___2-2013

By the signature below of an authorized company representative, we certify that we have utilized the following methods to obtain the maximum practicable participation by minority and women owned business enterprises on the project. Please indicate which methods you used by placing an X in the appropriate place.

_____   Attended LFUCG Central Purchasing Economic Inclusion Outreach Event

_____   Sponsored Economic Inclusion event to provide networking opportunities

__X__   Requested a list of MBE/WBE subcontractors or suppliers from LFUCG Economic Engine

_____   Advertised for MBE/WBE subcontractors or suppliers in local or regional newspapers

_____   Showed evidence of written notice of contracting and/or supplier opportunities to MBE/WBE firms at least seven days prior to the proposal opening date

_____   Provided copies of quotations submitted by MBE/WBE firms which were not used and/or responses from firms indicating they would not be submitting a quote

_____   Provided plans, specifications, and requirements to interested MBE/WBE subcontractors

___X_   Other
Please list any other methods utilized that aren't covered above.
Because of the nature of the RFP Metaformers, Inc is unable to secure MBE/WBE partners without specific project information. Metaformers continues to support the city's goals on MBE/WBE inclusion in projects, and as projects are introduced we will select partners based on these goals and the partner's availability to support deliverables through defined resources.

The undersigned acknowledges that all information is accurate. Any misrepresentations may result termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and claims.

Metaformers, Inc   _____
Company   **Company Representative**

_____4/15/2016_____   ___Vice President of Operations_____
 Date   **Title**

A.6 General Provisions

GENERAL PROVISIONS

1.   Each Respondent shall comply with all Federal, State & Local regulations concerning this type of service or good.

      The Respondent agrees to comply with all statutes, rules, and regulations governing safe and healthful working conditions, including the Occupational Health and Safety Act of 1970, *29 U.S.C. 650 et. seq.*, as amended, and KRS Chapter 338. The Respondent also agrees to notify the LFUCG in writing immediately upon detection of any unsafe and/or unhealthful working conditions at the job site. The Respondent agrees to indemnify, defend and hold the LFUCG harmless from all penalties, fines or other expenses arising out of the alleged violation of said laws.

2.   Failure to submit ALL forms and information required in this RFP may be grounds for disqualification.

3.   Addenda: All addenda, if any, shall be considered in making the proposal, and such addenda shall be made a part of this RFP. Before submitting a proposal, it is incumbent upon each proposer to be informed as to whether any addenda have been issued, and the failure to cover in the bid any such addenda may result in disqualification of that proposal.

4.   Proposal Reservations: LFUCG reserves the right to reject any or all proposals, to award in whole or part, and to waive minor immaterial defects in proposals. LFUCG may consider any alternative proposal that meets its basic needs.

5.   Liability: LFUCG is not responsible for any cost incurred by a Respondent in the preparation of proposals.

6.   Changes/Alterations: Respondent may change or withdraw a proposal at any time prior to the opening; however, no oral modifications will be allowed. Only letters, or other formal written requests for modifications or corrections of a previously submitted proposal which is addressed in the same manner as the proposal, and received by LFUCG prior to the scheduled closing time for receipt of proposals, will be accepted. The proposal, when opened, will then be corrected in accordance with such written request(s), provided that the written request is contained in a sealed envelope which is plainly marked "modifications of proposal".

7.   Clarification of Submittal: LFUCG reserves the right to obtain clarification of any point in a bid or to obtain additional information from a Respondent.

8.   Bribery Clause: By his/her signature on the bid, Respondent certifies that no employee of his/hers, any affiliate or Subcontractor, has bribed or attempted to bribe an officer or employee of the LFUCG.

9.   Additional Information: While not necessary, the Respondent may include any product brochures, software documentation, sample reports, or other documentation that may assist LFUCG in better understanding and evaluating the Respondent's response. Additional documentation shall not serve as a substitute for other documentation which is required by this RFP to be submitted with the proposal,

10.   Ambiguity, Conflict or other Errors in RFP: If a Respondent discovers any ambiguity,

conflict, discrepancy, omission or other error in the RFP, it shall immediately notify LFUCG of such error in writing and request modification or clarification of the document if allowable by the LFUCG.

11. Agreement to Bid Terms: In submitting this proposal, the Respondent agrees that it has carefully examined the specifications and all provisions relating to the work to be done attached hereto and made part of this proposal. By acceptance of a Contract under this RFP, proposer states that it understands the meaning, intent and requirements of the RFP and agrees to the same. The successful Respondent shall warrant that it is familiar with and understands all provisions herein and shall warrant that it can comply with them. No additional compensation to Respondent shall be authorized for services or expenses reasonably covered under these provisions that the proposer omits from its Proposal.

12. Cancellation: If the services to be performed hereunder by the Respondent are not performed in an acceptable manner to the LFUCG, the LFUCG may cancel this contract for cause by providing written notice to the proposer, giving at least thirty (30) days notice of the proposed cancellation and the reasons for same. During that time period, the proposer may seek to bring the performance of services hereunder to a level that is acceptable to the LFUCG, and the LFUCG may rescind the cancellation if such action is in its best interest.

> A. Termination for Cause

> (1) LFUCG may terminate a contract because of the contractor's failure to perform its contractual duties

> (2) If a contractor is determined to be in default, LFUCG shall notify the contractor of the determination in writing, and may include a specified date by which the contractor shall cure the identified deficiencies. LFUCG may proceed with termination if the contractor fails to cure the deficiencies within the specified time.

> (3) A default in performance by a contractor for which a contract may be terminated shall include, but shall not necessarily be limited to:
> > (a) Failure to perform the contract according to its terms, conditions and specifications;
> > (b) Failure to make delivery within the time specified or according to a delivery schedule fixed by the contract;
> > (c) Late payment or nonpayment of bills for labor, materials, supplies, or equipment furnished in connection with a contract for construction services as evidenced by mechanics' liens filed pursuant to the provisions of KRS Chapter 376, or letters of indebtedness received from creditors by the purchasing agency;
> > (d) Failure to diligently advance the work under a contract for construction services;
> > (e) The filing of a bankruptcy petition by or against the contractor; or
> > (f) Actions that endanger the health, safely or welfare of the LFUCG or its citizens.

> B. At Will Termination

Notwithstanding the above provisions, the LFUCG may terminate this contract at will in accordance with the law upon providing thirty (30) days written notice of that intent, Payment for services or goods received prior to termination shall be made by the LFUCG provided these goods or services were provided in a manner acceptable to the LFUCG.

Payment for those goods and services shall not be unreasonably withheld.

13. Assignment of Contract: The contractor shall not assign or subcontract any portion of the Contract without the express written consent of LFUCG. Any purported assignment or subcontract in violation hereof shall be void. It is expressly acknowledged that LFUCG shall never be required or obligated to consent to any request for assignment or subcontract; and further that such refusal to consent can be for any or no reason, fully within the sole discretion of LFUCG.

14. No Waiver: No failure or delay by LFUCG in exercising any right, remedy, power or privilege hereunder, nor any single or partial exercise thereof, nor the exercise of any other right, remedy, power or privilege shall operate as a waiver hereof or thereof. No failure or delay by LFUCG in exercising any right, remedy, power or privilege under or in respect of this Contract shall affect the rights, remedies, powers or privileges of LFUCG hereunder or shall operate as a waiver thereof.

15. Authority to do Business: The Respondent must be a duly organized and authorized to do business under the laws of Kentucky. Respondent must be in good standing and have full legal capacity to provide the services specified under this Contract. The Respondent must have all necessary right and lawful authority to enter into this Contract for the full term hereof and that proper corporate or other action has been duly taken authorizing the Respondent to enter into this Contract. The Respondent will provide LFUCG with a copy of a corporate resolution authorizing this action and a letter from an attorney confirming that the proposer is authorized to do business in the State of Kentucky if requested. All proposals must be signed by a duly authorized officer, agent or employee of the Respondent.

16. Governing Law: This Contract shall be governed by and construed in accordance with the laws of the Commonwealth of Kentucky. In the event of any proceedings regarding this Contract, the Parties agree that the venue shall be the Fayette County Circuit Court or the U.S. District Court for the Eastern District of Kentucky, Lexington Division. All parties expressly consent to personal jurisdiction and venue in such Court for the limited and sole purpose of proceedings relating to this Contract or any rights or obligations arising thereunder. Service of process may be accomplished by following the procedures prescribed by law.

17. Ability to Meet Obligations: Respondent affirmatively states that there are no actions, suits or proceedings of any kind pending against Respondent or, to the knowledge of the Respondent, threatened against the Respondent before or by any court, governmental body or agency or other tribunal or authority which would, if adversely determined, have a materially adverse effect on the authority or ability of Respondent to perform its obligations under this Contract, or which question the legality, validity or enforceability hereof or thereof.

18. Contractor understands and agrees that its employees, agents, or subcontractors are not employees of LFUCG for any purpose whatsoever. Contractor is an independent contractor at all times during the performance of the services specified.

19. If any term or provision of this Contract shall be found to be illegal or unenforceable, the remainder of the contract shall remain in full force and such term or provision shall be deemed stricken.

_____   _____4/15/2016_____
Signature   Date

Appendix B – Assumptions

This section provides requested information in relation to the Metaformers proposal. Proposal information is confidential to the Metaformers Team, would be valuable intelligence for our competition, and is provided to LFUCG for the sole purpose of the review of our response to this RFP prior to award and internal use by members of LFUCG to review our offering post-award. Metaformers considers this information proprietary and it is not to be made publicly available or disclosed to any external entities or third parties. We therefore request that this entire section and subsections of the Proposal be treated as confidential, proprietary information.

The following are basic assumptions based on consulting engagements. Any project specific assumptions will be added as scopes of work are defined by the LFUCG.

Project Management
- The Metaformers Team assumes the involvement of the LFUCG leadership in supporting and directing any program, including making available resources identified in the approved project plan.
- The LFUCG is responsible for providing approval and signoff of final project deliverables.
- The LFUCG shall make available internal resources, defined as personnel and equipment, in line with any schedule agreed upon by the LFUCG and the Metaformers Team.
- There will be a final baseline project plan accepted by both the Metaformers Team and the LFUCG during the initial plan phase of the project.
- The LFUCG team will immediately notify the Metaformers Team of any external factors that could impact any plan and implementation.
- LFUCG will provide systems expertise, both functional and technical, for all source systems impacted.
- Hardware and requisite software licenses are acquired by LFUCG in advance of project start.
- The LFUCG will allow access to all required systems within two (2) days of project start.
- The LFUCG will provide the Metaformers Team with sufficient knowledge transfer for internal systems, processes, and procedures specific to the LFUCG and required to be used during the execution of the project.
- Any delay impacting operations caused by Acts of Terrorism or Acts of Nature are considered unavoidable delays in the project execution.
- The LFUCG team will provide access to documentation within two (2) business days after the initial request has been made.
- All representations made by LFUCG employees and authorized contractors will be taken as fact. The LFUCG shall be responsible for any and all project schedule and cost impacts resulting from the provision of incorrect information to the Metaformers Team.
- All documentation provided to the Metaformers Team shall be presumed to be accurate. The LFUCG shall be responsible for any and all project

schedule and cost impacts resulting from the provision of incorrect documentation to the Metaformers Team.

- Metaformers Team members shall be provided with adequate work space, workstations, timely systems/facilities access and access to data as needed to achieve the project objectives.

Appendix C – Sample Resumes
Andrew P. Beck, Project Director / Sr. Solutions Architect

Andrew Beck has over 20 years of global experience in the implementation and operations of ERP solutions. He is an experienced Enterprise Strategist, Project Director and Architect in Information Technology development and implementations, with over 18 years experience of providing strategic and tactical leadership in PeopleSoft Enterprise Solutions.

Project History

Maryland Administrative Office of the Courts   ***01/12013-Present***
Role: Project Director and Executive Sponsor
Mr. Beck is the Project Director for the implementation of PeopleSoft Financials and Supply Chain 9.1. His role includes: Project Management, working closely with the executive sponsors and project leadership of the client, and architecture leadership of the technical infrastructure and operations.

State of New York   ***09/2013-01/2014***
Role: Sr. Solutions Specialist
Mr. Beck was a Sr. Solutions Specialist for the upgrade of PeopleSoft Financials and Supply Chain 9.0 to 9.2. His role included: Development of the Strategy and Planning Framework, development of the life-cycle project plan, and development of core framework standards such as Quality Assurance, Development standards and Personnel operations. of team resources to deliver planning documentation

WMATA   ***12/2009-03/2011***
Role: Technical Director, Project Director, and Change Management Lead
Mr. Beck completed multiple roles for multiple engagement with Metro, including Technical Director for the FSIA Project, Project Director for the HCM Assessment and Change Management Lead (Acting) for the IFO-Finance Project.

Lexington-Fayette Urban County Government   ***03/0208-03/2011***
Role: Program Manager / Project Manager
PeopleSoft 9.0 implementation of ESA and HCM for merged Government client. Activities included: Development of Implementation Roadmap, Project Charter, Project Plan, full-Life Project Documentation (e.g. Risk management plan, testing plan, training plan, communications plan, etc.).

Other Notable Project Experience

State of Tennessee, Project Lead, Asset Management   *03/2011-06/2011*
School District of Palm Beach County, Program Manager   *01/2007-06/2008*
Office of DC Pensions (US Treasury), Program Manager   *08/2005-06/2008*

Education
- ITIL Certified
- ISO9001 Certified
- BSc (Hons) B.I.M.S University of Plymouth
- HNC Business and Finance, Tamworth College

Patti McGavic, Project Manager

Ms. McGavic has over 25 years of functional experience in all phases of Public Sector Financial Management, Planning, Budgeting, and Reporting. She has over 12 years of project management and consulting experience, including analysis, design and development of business applications. Ms. McGavic has completed several full life-cycle projects, and worked in many different capacities on major projects, including Project Management, Functional Implementation, and Business Process Optimization.

Project History

Children's Hospital of Los Angeles   *07/12015-Present*
Role: Project Manager
Ms. McGavic is the Project Manager overseeing the redesign and implementation of CHLA's chart of accounts. Her role includes: consulting firm selection and award, working through Master Service Agreements and Statements of Work, and managing the project on behalf of the CHLA IT Department's PMO Division.

Pennsylvania Treasury   *04/2012-07/2015*
Role: Senior Financials Consultant
Ms. McGavic implemented v9.1 General Ledger, Commitment Control & Accounts Payable for the State of Pennsylvania Treasury, working with the Bureau of IT Operations to deliver a solution that would work with all agencies across the Commonwealth of PA. Her role included: coordinating and conducting Business Process Optimization 'As Is / To Be' meetings and implementing GL, KK, and AP modules for the Treasury Comptroller's Operating Division.

State of Minnesota   *02/2012-04/2012*
Role: Senior Financials Consultant
Ms. McGavic completed worked with the implementation team to produce the reporting required for the State's Certified Annual Financial Report.

Sarasota County Government   *02/2011-06/2013*
Role: Project Manager
Ms. McGavic was the Project Manager for the full life-cycle implementation of Sarasota's ERP system. She provided overall project guidance to external contract vendors and internal sponsors. She developed the RFP and worked through the negotiation and selection process with the external consulting firms, developed the project plan, scope, and budget, and delivered a successful, on time, and under budget implementation.

Other Notable Project Experience

Metropolitan Transportation Authority, Sr. Financials Consultant   *09/2002-06/2005*
Pittsburgh Public Schools, Project Manager   *06/2001-09/2002*
McManus/Clarion/Publicis Advertising, Sr. Financials Consultant   *08/1999-06/2001*

Education
- Master of Business Administration, St. Leo University
- Bachelor of Science in Information Sys., University of South Florida at Tampa
- Bachelor of Science in Business Admin., University of South Florida at Sarasota

Lee Christopher, Solutions Architect

Mr. Christopher is a results-driven business information systems professional with over 9 years of demonstrated ability to successfully lead business initiatives with experience in public sector systems development covering full life-cycle application development, integration, implementations, and upgrades. He has a proven track record of using effective solutions enabling clients to achieve their overall strategic and tactical goals. His focus on effective business leadership, facilitating consensus and understanding of the business needs, as well as, an ability to work with project staff and management has complemented the development and implementation of solutions.

Project History

State of New York   06/12015-Present
Role: eProcurement MarketPlace Lead
Mr. Christopher is the eProcurement MarketPlace Lead where he is collaborating with the client lead to configure the Commerce MarketPlace solution within the PeopleSoft eProcurement module. His role includes: eProcurement MarketPlace Lead, Quality Assurance & issue resolution within the Purchasing module.

NYSERDA   11/2014-06/2015
Role: eSupplier Connection Lead
Mr. Christopher was a Supplier Contract Management & eSupplier Connection Lead for the upgrade of PeopleSoft eSupplier Connection 9.0 to 9.2. His role included: leading the effort to redesign the existing custom document collaboration and approval workflow processes to utilize delivered functionality and implementing electronic signatures.

City of Oklahoma   08/2013-05/2014
Role: eProcurement Lead
Mr. Christopher completed multiple roles for this PeopleSoft project. His roles includes: eProcurement Lead, Purchasing Lead, and Accounts Payable Lead. He lead the implementation of the procurement contract and procurement card functionality.

City of Boston   02/2011-06/2013
Role: Supplier Contract Management Lead
PeopleSoft 9.1 implementation project Mr. Christopher fully configured and unit tested the Supplier Contract Management and Strategic Sourcing modules. Activities included: leading the requirements and fit/gap sessions, conversion of contract templates to electronic format and implementing electronic signatures using Adobe.

Other Notable Project Experience
State of Minnesota, Supplier Contract Management Lead   *08/2009-01/2011*
State of Tennessee, Supplier Contract Management Lead   *08/2006-07/2009*
State of New Mexico, Functional Support Specialist   *01/2006-08/2006*

Education
- Master of Information Science, Indiana University
- Bachelor of Science in Industrial Management with MIS Minor, Purdue University

Gelisa Lewis, Associate Consultant

Ms. Lewis has almost 5 years of experience in Human Resources and is currently supporting the Change Management and Core HR team for a large-scale PeopleSoft HCM implementation. Her primary work on the implementation project is on the Training team assisting with the creation of Test Script Development and executing the Change Management Plan.   Prior to this project, Ms. Lewis was the primary contact for employees regarding HR matters; she was responsible for records management and assisted with the selection of a new company Human Resource Information System to increase efficiency. In addition, she has experience in finance assisting annually with tax preparation and working as a teller at a credit union.

Project History

State of Maryland Judiciary   *01/12015-Present*
Role: Change Management and Core HR Support Consultant
Ms. Lewis supports the Change Management team with PeopleSoft HCM implementation. Her responsibilities include Test Script Development using the User Productivity Kit, developing relationships with clients to execute change management within the organization and assisting with business process mapping.

Premier Management Corporation   *07/2013-12/2014*
Role: HR Assistant
Ms. Lewis supported the Human Resources Manager and Recruiter on all personnel matters. She was the liaison for current and new employees regarding benefits and payroll, managed documentation and assisted in sourcing resumes and updating the applicant tracking system. Ms. Lewis was a contributor in the selection of a new Human Resource Information System to create more effective and efficient HR practices and served as the SharePoint and IT administrator.

Bureau of Labor Statistics   *07/2012-09/2012*
Role: Administrative Clerk / HR Intern
Ms. Lewis was responsible for auditing job vacancies for electronic case files, recruiting and hiring for entry-level positions. Her roles included: creating Standard Operating Procedures (SOPs) and assisting with creating job vacancies for DOL.

Other Notable Project Experience
Personnel Security Investigations Center of Excellence, Background Analyst 08/2009-01/2011
Freedom Federal Credit Union, Teller   *09/2009-07/2010*

Education
- Master of Science in Management, University of Maryland University College
  - Graduate Certificate in Foundation of Human Resource Management
  - Graduate Certificate in Leadership and Management
- Bachelor of Science in Business Administration, Bowie State University

Marieli Velez, Sr. Consultant

Ms. Velez is a Certified PeopleSoft and SAP HCM Consultant with eighteen years of experience in software consulting, business process reengineering and in all phases of system implementation. She has demonstrated efficacy as a lead Functional Consultant building an effective link between business processes and system requirements with the ability to convert requirements to the appropriate system configuration.

Project History

State of Maryland Judiciary   09/12014-Present
Role: Functional Architect

Ms. Velez is the Functional Architect of the implementation of PeopleSoft Human Resources v9.2. Her role includes: Team Lead for Core Human Resources, Talent Management and Candidate Gateway modules, interacting with client members daily, and providing guidance and assistance to the operational team in the handling of functional design and development, business process engineering, and change management.

City of Albuquerque   06/2012-06/2014
Role: Functional Team Lead

Ms. Velez led the Payroll and Time & Labor remediation project and the PeopleSoft v9.2 upgrade. Her role included: evaluating and resolving system issues, implementing new modules, recommending new business processes to improve the City's daily operations, and the configuration & documentation of new functionality.

Chicago Public Schools   10/2006-04/2012
Role: Functional Team Lead & Project Manager

Ms. Velez was the Functional Team Lead of the Core HR, Labor Administration, Compensation Management and Position Management in the original implementation of PeopleSoft v8.9. She was the Project Manager in multiple post-production support projects assisting the district in the improvement of their daily operations and business processes.

Defense Integrate Military Human Resources Systems   04/2006-10/2006
Role: Senior Functional Lead

Ms. Velez was the Senior Functional Lead on the PeopleSoft v9.0 DIMHRS project. Activities included: creating high level design documents with all gap and possible gap solutions and assisting the Army and Air Force personnel in reengineering and standardizing their business processes.

Other Notable Project Experience

San Diego City Schools, Functional Lead   01/2006-04/2006
San Diego Water Authority, Project Manager   05/2005-12/2005
San Diego County Office of Education, Senior Consultant   08/2014-08/2014

Education

- Master of Information Technology, American Intercontinental University
- Bachelor of Science in Business Administration, University of Puerto Rico
- PeopleSoft Human Capital Management Certified Consultant

Michelle Gunter, HR Analyst

Ms. Gunter has over 18 years of Training, Change Management and Human Resources experience. Ms. Gunter has over six years of comprehensive hands-on experience with PeopleSoft HCM products from all aspects of design and implementation. Ms. Gunter is proficient with using the following modules: HCM, Payroll for North America, Base Benefits, Benefits Administration, Time & Labor, Benefits Billing, eBenefits, Talent Acquisition, Candidate Gateway and Security Administration. She has implemented Change Management activities to bring a diverse workforce from a 25 year-old mainframe system with primarily paper-based processes to an online PeopleSoft solution. She has been a key player in business process review and development while implementing PeopleSoft HCM.

Project History

Lexington-Fayette Urban County Government (LFUCG)   *10/14 – 03/16*
Role: HR Consultant
Ms. Gunter was the HR Consultant providing training, general support, process review, and project coordination as the client added staff for system support and also underwent a complete Benefits module re-implementation following an attempt to move benefits to a third party system.

- Organized a full review of all business practices and recommended revisions where allowable by federal, state, and local law.
- Worked with client and Sr Consulting staff to implement changes and additions to core Benefits configuration.
- Worked with client and developers to prepare, test, and deliver new federally required reports related to benefits coverage (PPACA 1095-c).

LFUCG Project Synergy   *10/07–11/09*
Role: Change Management & HCM Lead
Ms. Gunter was the Change Management Lead and the HCM Functional Team Lead for the local government implementation of PeopleSoft HCM.

- Organized a full review of all business practices and recommended revisions where allowable by federal, state, and local law
- Developed and managed training activities for over 3,000 employees with various levels of technical skills
- Represented the local government in implementing Core HCM, Base Benefits, Benefits Administration, Payroll, Time & Labor, Talent Acquisition, Candidate Gateway, and Employee & Manager Self Service

LFUCG STARS Project   *10/05–8/06*
Role: Change Management Lead
Ms. Gunter was the Change Management Lead for the local government implementation of PeopleSoft FIN.

- Coordinated review of business processes related to GL, Purchasing, Accounts Payable, and Accounts Receivable
- Managed training activities for over 250 employees in GL, Purchasing, A/P, A/R, Basic Query, Reports, and nVision

Andrew Wyllie, Architect and Sr. Developer

Andrew Wyllie has worked as a CTO, software engineer and systems/network specialist on Unix based systems for over 25 years. While most of his experience is with web based programming using open sources tools, Andrew recently received a masters degree in economics and is currently specializing in big data/analytics implementations including building custom IoT solutions using cloud computing frameworks.

Skills Summary

Software Architect: Amazon Web Services (AWS), Apache/mod perl environment
Software Development: Perl, C/C++, Java, JavaScript/NodeJS, Python, Ruby, PHP
Analytics: Apache Spark, Amazon Redshift/EMR, Stata, R, PostGIS Database:
PostgreSQL, MySQL, Oracle, LDAP

Prior Experience

CirrusMio Inc Lexington, Kentucky Software Engineer   12/2015 - present
Mr. Wyllie is a Software Architect/Engineer for custom IoT tools development. His project focuses on high availability data capture and analytics of incoming data by leveraging the power of the Amazon Web Services Lambda Compute Platform. He is implementing big data and machine learning techniques to analyze data in real time.

Dilex Networks, LLC Lexington, Kentucky President   05/2002 - present
Consulted with numerous clients for web, database and network programming projects. Recent projects include converting inventory database from MySQL to proprietary XML format used at buy.com. Worked on improvements for a sports related MySQL/PHP website. Implemented a VPN, mail, LDAP, DNS, a private cloud server, shared calendar server and other network services for the company intranet.

The NewSof Group, Director of Software Engineering/CTO   07/1999 – 05/2003
Mr. Wyllie was responsible for all aspects of the architecture, development, testing and hosting of company's client websites. Major projects included a social network site for the American Cancer Society and an interactive nutrition/recipe database for the Dairy Council of California. Worked directly with clients to create project specifications, and keeping stakeholders apprised of project progress.

Education

Master of Science (MS) – Economics, 2013
Bachelor of Science in Business Economics (BSBE), Economics, 2011
Bachelor of Applied Science and Engineering (BASc), Civil Engineering 1990

Steven Hayes, Architect and Sr. Developer

Steven Hayes has been architecting software with a focus on quality and usability for the past 12 years. Steven has worked in healthcare, nonprofit, embedded systems, content management and currently makes smart devices talk to the internet.

Skills Summary

Ruby/Rails, JavaScript/JQuery/AngularJS, Git/Github, Amazon Web Services, Swagger, SQL, Capistrano, Appium, Chef, RSpec, Agile and Test-Driven Development, SaaS, Bootstrap

Prior Experience

CirrusMio, Director of Engineering   05/2011 – 03/12015 and 01/2016 - Current

Mr. Hayes developed/architected SaaS and internet of things platforms with a focus on big data.   His team is also responsible for full site and SaaS platforms in Ruby on Rails and JavaScript with AngularJS.   He has led test driven development with Semaphore CI, RSpec and test-unit frameworks, cucumber with Capybara and Selenium web drivers. He has coded infrastructure via Docker and Vagrant with Chef cookbooks and VirtualBo and leveraged Git and Github for source control and issue tracking, and AWS for almost everything.

Fresh Eyeballs, Founder, Consultant   04/2015 - 12/ 2015

Mr. Hayes started this company focused on quality assurance and usability consulting, with a focus on startups that lack internal QA teams and working with teams of novice testers to improve internal QA processes. He completed functional/usability test planning, implementation, automation, reporting and debugging. Mr. Hayes leveraged Appium and Appium Inspector automation tools with Minispec test framework and Ruby to automate Android and iOS tests on both Hardware and emulated devices.

Rubidine, Software Developer   07/2008 – 11/2010

Mr. Hayes Worked with many clients who had a wide variety of custom software needs, including: Ruby on Rails projects with large dataset processing and administration backends, and Capistrano deployment with Unicorn/Apache and pre-cloud physical servers.

HP, Software Developer   2/2008 – 07/2008 and 11/2010 0 05/2011

Mr Hayes developed test plan and unit, integration and functional test cases for new functionality.   He leveraged HP QuickTest Professional with VBScript and custom development on internal test tools.

Education

University of Kentucky, B.S., in Computer Science and Mathematics,12/2004.

Janine Hempy, Developer

Janine has over 20 years experience in database design and management, web technologies, and systems integration. She has worked in non-profit, commercial, startup, and education environments.

Skills Summary

PHP, SQL, HTML, CSS, JavaScript, jQuery, node.JS, Perl, shell scripting, MySQL, MariaDB, MS-SQL, Oracle 8i/9i, Mac, Windows, Linux, Docker, AWS

Prior Experience

IoT Engineer, CirrusMio, Inc   **04/2016 - present**

Ms Henpy has been involved in the build of a cloud infrastructure for IoT, including leveraging Node.JS and JavaScript coding, Docker and AWS integration. She follow sagile and feature-driven software development philosophies

Senior Associate, Cognitools, Inc   **06/2015 – 02/2016**

Ms. Hempy was responsible for WordPress theme development, Laravel and CodeIgniter development, and overall System architecture and project management

Programmer, Volar Video,   **11/2014 – 02/2015**

Ms. Hempy was responsible for WordPress theme development, Server configuration and Project management

Internet Programmer / Manager, KET   **08/2006 – 11/2014**

Providing technical advice and assessments at KET, Ms. Hemy supervised the web team and worked closely with vendors on web- and video-related projects. She created and maintained web-based applications and managed podcasting and streaming video.

Data Management Specialist/Database Analyst, U.K   **03/2005 – 08/2006**

Ms. Hempy provided backup and maintenance of production and test databases, performance monitoring and database tuning and planning, installing, and testing software upgrades

Education

B.A. in Mathematics, University of Louisville, 1999