

**Metaformers Proposal to  
Lexington-Fayette Urban County Government  
Extension of PUP (PeopleSoft Upgrade Project)  
Adjustment to PO LF00150826**

1<sup>st</sup> July 2018

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## Background

The LFUCG awarded Metaformers the contract for the upgrade of PeopleSoft Enterprise Resource Planning (ERP) Financials and HCM solutions in July 2017. The award was made on PO LF00150826 for the sum of \$3,075,723.14. The project was scheduled to go-live with both upgraded solutions in early July 2018.

In December 2017 a network outage at LFUCG caused disruption in project activities for approx. 5 weeks. The direct impact of this disruption also caused the organization to rethink the existing infrastructure management to support the ERP. LFUCG made the decision to move to their PeopleSoft operations to the Oracle cloud, which has been accommodated in parallel to the PUP project timeline.

The Executive Steering Committee (ESC) approved an original delay to the HCM project of 4 weeks. This was extended by 1 week to reduce risk to payroll operations.

With these factors in mind, the delay to the project is estimated to be 5 weeks with a revised go-live beginning on August 9<sup>th</sup> 2018.

## Education

An important component of any ERP project is Organization Change Management (OCM). The original project plan, included a partnered approach to OCM, including LFUCG taking the lead on training development and training delivery. Due to resource conflicts, the organization was unable to fully provide the necessary resources, therefore, Metaformers augmented the activities with a Consultant.

## Impact

The impact to the timeline is noted in the background section. The additional impact to project funding is:

• Education Support	\$40,000
• Extension of timeline (ESC original)	\$200,000
• Extension of timeline (Payroll risk mitigation)	\$64,000
<b>Total</b>	<b>\$304,000</b>



**SOW No: LFUCG 2018/07**

**THIS DOCUMENT IS A STATEMENT OF WORK ("SOW") NUMBER LFUCG 2018/07 BETWEEN METAFORMERS, INC., AND LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT ("CLIENT"). THIS STATEMENT OF WORK IS DATED AS OF 07/03/2018.**

**1. PURPOSE OF PROJECT. EDUCATION SERVICES AND PROJECT CONSULTING EXTENSION**

**3. SCHEDULE**

Start Date: 07/01/2018  
End Date: 08/16/2018  
Work Week: Monday – Thursday, up to 40 hours per week. The workweek and schedule will vary and is dependent upon the demands of the project at different points during the Engagement.  
Location: 200 Main Street, Lexington KY 40507 / Remote as defined by Project Director

Consultants will work up to 40 hours as directed by the Division of Enterprise Solutions (DES) Director and will not exceed these hours without prior written permission from the DES Director. Work Week may be altered with prior written agreement between Client and Metaformers.

**5. COMPENSATION**

Client will be billed on a time and materials basis:

• Education Support	\$40,000
• Extension of timeline (ESC original)	\$200,000
• Extension of timeline (Payroll risk mitigation)	\$64,000
<b>Total</b>	<b>\$304,000</b>

**6. CLIENT OBLIGATIONS AND PROJECT ASSUMPTIONS**

Client will work closely with Metaformers to secure the necessary resources to provide LFUCG SME knowledge and expertise.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the Effective Date.

**CLIENT**

By: Jim Gray  
Name: Jim Gray  
Title: Mayor  
Date: SEP 13 2018

**METAFORMERS, INC**

By: Andrew Beck  
Name: Andrew Beck  
Title: Vice President  
Date: 7/4/18