

RESOLUTION NO. 2014-416

A RESOLUTION AUTHORIZING THE ISSUANCE OF AN AMENDATORY SUPPLEMENTAL CHANGE ORDER NO. 1 TO CONTRACT NO. C13-0109, ISSUED TO CAYENTA – A DIVISION OF N. HARRIS COMPUTER CORPORATION, BURNABY, BC CANADA.

WHEREAS, the City Council of the City of Vineland, on December 10, 2013, adopted Resolution No. 2013-522, entitled “A RESOLUTION AWARDING A CONTRACT WITH CAYENTA – A DIVISION OF N. HARRIS COMPUTER CORPORATION, BURNABY, BC CANADA, FOR MUNICIPAL UTILITIES SOFTWARE & IMPLEMENTATION SERVICES”; and

WHEREAS, N.J.A.C. 5:30-11.1, et seq., sets forth the requirements for the processing of change orders; and

WHEREAS, the management personnel of the Electric Utility has requested that an amendment be made to contract awarded to Cayenta, - a Division of N. Harris Computer Corporation, Burnaby, BC Canada, for Municipal Utilities Software & Implementation Services, as authorized by Resolution No. 2013-522, said amendment is made necessary to extend the original project schedule for software cutover from January 2015 to March 2015 due to delays in data conversion with some increased responsibilities placed on Cayenta for some of the conversion functions (originally planned for a third party consultant); and the revised schedule also allows for some additional testing and verification efforts; and avoids conversion of the software that interfaces with the GL system, during the period when the Department of Finance is completing the cities end of year State financial reports; and

WHEREAS, the City of Vineland desires to comply with said requirements of N.J.A.C. 5:30-11.1, et seq., and to that end herewith files with the governing body a report stating the facts involved and indicating that the proposed change order may be allowed under these regulations; and

WHEREAS, the City Comptroller has certified the availability of funds for the amendatory supplemental change order for which authorization is requested in the amount of \$140,000.00; now, therefore,

BE IT RESOLVED by the Council of the City of Vineland that said amendatory supplemental change order to Contract No. C13-0109, issued to Cayenta, - a Division of N. Harris Computer Corporation, Burnaby, BC Canada, in the amount of \$140,000.00, be and the same is hereby ratified and approved.

Adopted:

President of Council

ATTEST:

City Clerk



October 7, 2014

REPORT

TO: THE MAYOR AND COUNCIL

RE: Amendatory Supplemental Change Order No. 1
Contract No. C13-0109
Municipal Utilities Software & Implementation Services
Cayenta, Burnaby, BC Canada

Dear Mayor and Members of Council:

We are requesting that an amendatory supplemental change order be issued for Contract No. C13-0109, issued to Cayenta, - a Division of N. Harris Computer Corporation, Burnaby, BC Canada for Municipal Utilities Software & Implementation Services. This contract was authorized by Resolution No. 2013-522, adopted by City Council on December 10, 2013.

The change order requested, in the amount of \$140,000.00, will provide for the extension of the original project schedule for software cutover from January 2015 to March 2015. The new schedule was predominately pushed back due to delays in data conversion with some increased responsibilities placed on Cayenta for some of the conversion functions (originally planned for a third party consultant). The schedule revision also provides for some additional testing and verification efforts and avoids converting software that interfaces with the GL system, during the period when the Department of Finance is completing the City's end of year State financial reports.

This change order represents an increase of approximately 10% over the original contract amount of \$1,400,000.00.

The amendatory supplemental change order for which authorization is herein requested may be authorized in accordance with N.J.A.C. 5:30-11.1 et seq.

Respectfully submitted,

A handwritten signature in black ink that reads "Denise Monaco".

Denise Monaco
Assistant Business Administrator

DM/wr
Encl.

REQUEST FOR CHANGE ORDER

FOR:

Municipal Utilities Software & Implementation Services.
PROJECT NAME

TO: BUSINESS ADMINISTRATION

DEPARTMENT: _____ FROM: Robert Napier

This is a request for change order # 1 to Contract # C13-109 for:

Project Name Municipal Utilities Software & Implementation Services.

Name/Address of

Contractor: Cayenta / 4200 N. Fraser Way, Suite 201 Burnaby BC Canada

The change order is necessary because: (use additional pages if necessary to explain your reason and you must attach *documentation to support the necessity of this change order.

*(Documentation from contractor, engineer, etc.)

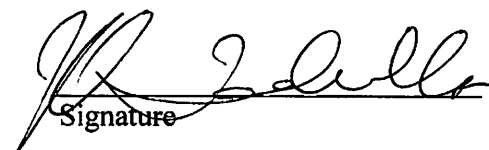
Original Contract Amount: \$ 1,400,000.00

Amount of this change order: \$ 140,000.00

Previous Change Orders: \$ 0

Total Revised Amount: \$ 1,540,000.00

APPROVED BY: J A ISABELLA
Print/type


Signature

NOTE:
CHANGE ORDERS CANNOT EXCEED 20% OF THE ORIGINAL CONTRACT AMOUNT

Please provide the account number that the change order will be charged to:

Account # 022-0-00-00-0000-2-7511900

CC: Purchasing Division



September 24, 2014

To: Denise Monaco, Assistant Business Administrator

From: Robert A. Napier, Superintendent Electric Distribution

Subject: Change Order Request

Cayenta

Municipal Utilities Software & Implementation Services

Purchase Order 14-1113, Contract No. C13-109, Change Order Number 1

Cayenta has been working with VMU staff on installing software, configuring systems and converting data for the new customer care and billing solution for the Vineland Municipal Utilities and solid waste services. The intricate project has progress well but we have had to extend the original project schedule from software cutover in January 2015 to cutover March of 2015. The new schedule was predominately pushed back due to some delays in data conversion with some increased responsibilities placed on Cayenta for some of the conversion functions. The schedule revision also provide for some additional testing and verification efforts, and prevents us from converting software that interfaces with our GL systems, in January when finance is completing the cities end of year State financial reports.

This software project is funded through a capital improvement authorization by Ordinance No. 2013-47. The ordinance funding included provisions for software, interfacing, installation and consulting costs. I am requesting to shift some consulting costs included in the improvement authorization over to Cayenta who will be performing tasks originally planned for a third party consultant. This is within the dollars authorized in the improvement authorization.

Due to the added project scope with some additional travel and consulting hours, I am requesting a change order for up to \$140,000.00 which is 10% of the original contract amount of \$1,400.00.00. Change order dollars will only be expensed for approve out of scope items that exceed the original project dollars.

Should you have any questions, please call me at extension 4304.

Approval:



Joseph Isabella
Director

cc: John T. Boyle.
RAN/ran