# Clay County Milestone Payments

The Professional Services fees outlined in Section 3 of the contract is based on the client using best practices within BusinessPLUS.  As part of the implementation, SunGard consultants will advise the client on best practices and configure the software in accordance to such practices.  Any requested changes to the SunGard recommended configuration will be outside the scope of the Milestones.  Our ability to provide services on a timely basis within the scope of the project is dependent upon client cooperation throughout the project, including but not limited to the client's completion of all assignments with due diligence and on time.  The client is also responsible for having appropriate staff in all consulting and training sessions as outlined in the Project Schedule Summary and visit Agendas.

Any services outside the services outlined in the contract will be performed and billed on a time and material basis following both parties' execution of a Change Order Form.  Any changes to the scope of services may impact the originally agreed upon timelines.

For the purposes below, Production Ready is defined as configured and capable of being used as the official book of record in the client's Production environment.  The client may choose to not 'go live' on a particular module, however if the module is setup and ready to go live, this is considered Production Ready.

The exact Production Ready dates may change if agreed upon by the client and SunGard Project Manager in planning the project.  Any changes to the phases and timelines below will require a Change Order Form.

**Phases and Timelines**

Phase 1:        *Begin implementation February 2016, Production Ready October 2016*

General Ledger, Job / Project Ledger, Budgeting, Accounts Payable, Accounts Receivable, Purchasing, Stores Inventory

Phase 2:        *Begin implementation April 2016, Production Ready January 2016*

Human Resources, Payroll, Employee Online, SubTracker

Phase 3:        *Begin implementation August 2016, Production Ready July 2017*

PunchOut, Bid Online, Vendor Online, Contract Management, Fixed Assets, Grants Management, Work Order Management, Professional Development, Recruitment Management

Cross Phases:   *Begin implementation January 2016, Production Ready incrementally with each module*

Dashboard, Workflow, Click, Drag, and Drill (CDD) Reporting, Cognos Reporting, Documents Online, Regulatory Reporting, Webforms

The project includes the following additional day counts.  Any unused days will expire on December 31, 2017 unless a Change Order is executed by both parties.  All interfaces and webforms should be identified

during the Business Process Reviews (BPR).  Any additional items not identified in the BPR will be considered outside the scope of the project.
- 35 Days      Additional Forms Setup and Reserve Days
- 30  Days     Additional Report and Workflow Creations

Optional Implementation Support is not built into the Milestones below.  Should the client agree they would like to use Implementation Support, the dates and timeframe will be agreed upon by the SunGard Project Manager and the Client Project Manager, and in turn the project schedule will be determined at that time with a Change Order.

## Milestone Payment Schedule

Both parties agree that the milestone dates are tentative in nature and may be changed as a result of the project planning process and the Business Process Reviews, or as a result of the acceleration/deceleration of the implementation schedule. Upon achievement of each milestone below, the SunGard Project Manager will present a milestone sign-off document to be signed-off by the client's Project Manager, and the associated payment amount will be invoiced by SunGard, and will be due and payable by the client.

Exact priorities and dates for each of the Phase 3 modules will be determined between the SunGard Project Manager and Client Project Manager during the Planning stage of the process.

## Phase 1 Milestones
The below milestones will be billed no later than December 2016.

| Milestone | Milestone Name | Estimated Completion | Payment Amount |
|-----------|----------------|----------------------|----------------|
| Milestone 1 | Project Initiation<br>Detailed Project Schedule Summary delivered | February 2016 | 42,472.38 |
| Milestone 2 | System Installation<br>Software is installed on client's servers | March 2016 | 42,472.38 |
| Milestone 3 | Business Process Reviews<br>Phase 1 BPR Reports delivered to client and reviewed with client | April 2016 | 42,472.38 |
| Milestone 4 | Client Configuration Survey<br>Phase 1 Client Configuration Survey is complete | May 2016 | 42,472.38 |
| Milestone 5 | General Ledger Setup<br>General Ledger setup completed and verified by client | June 2016 | 42,472.38 |
| Milestone 6 | Purchasing Process Validated<br>Purchasing requisition through payment process is validated, including postings to the General Ledger | July 2016 | 42,472.38 |
| Milestone 7 | Data Conversions Complete<br>Data conversions necessary for initial go-live are complete | September 2016 | 42,472.38 |
| Milestone 8 | Production Ready<br>Phase 1 modules are Production Ready | October 2016 | 42,472.38 |

## Phase 2 Milestones
The below milestones will be billed no later than July 2017.

| Milestone | Milestone Name | Estimated Completion | Payment Amount |
|---|---|---|---|
| Milestone 1 | Business Process Reviews<br>Phase 2 BPR Reports delivered to client and reviewed with client | April 2016 | 42,472.38 |
| Milestone 2 | Client Configuration Survey<br>Phase 2 Client Configuration Survey is complete | May 2016 | 42,472.38 |
| Milestone 3 | Data Conversion 1<br>First Data Conversion of small group of employees (approx. 50) complete. | July 2016 | 42,472.38 |
| Milestone 4 | Proof of Concept Complete<br>Initial setup of Human Resources and Payroll complete, run through proof of concept payroll on small group of employees | September 2016 | 42,472.38 |
| Milestone 5 | Data Conversion 2<br>Second Data Conversion of medium group of employees (approx. 200) complete | October 2016 | 42,472.38 |
| Milestone 6 | Payroll Process Validated<br>Payroll process validated including posting to the General Ledger and Accounts Payable Interface | November 2016 | 42,472.38 |
| Milestone 7 | Data Conversion 3<br>Third Data Conversion of all employees complete | December 2016 | 42,472.38 |
| Milestone 8 | Production Ready<br>Phase 2 modules are Production Ready | January 2017 | 42,472.38 |

**Phase 3 Milestones**

The below milestones will be billed no later than December 31, 2017.

| Milestone | Milestone Name | Estimated Completion | Payment Amount |
|---|---|---|---|
| Milestone 1 | PunchOut Production Ready | October 2016 | 2,560 |
| Milestone 2 | Fixed Assets Production Ready | November 2016 | 7,040 |
| Milestone 3 | Bid Online & Vendor Online Production Ready | January 2017 | 17,280 |
| Milestone 4 | Contract Management Production Ready | March 2017 | 5,760 |
| Milestone 5 | Grants Management Production Ready | May 2017 | 9,600 |
| Milestone 6 | Work Order Management Production Ready | July 2017 | 5,760 |
| Milestone 7 | Recruitment Management Production Ready | April 2017 | 11,520 |
| Milestone 8 | Professional Development Production Ready | July 2017 | 5,760 |