



CHANGE ORDER

INTRODUCTION

This Change Order document ("Change Order") is subject to all terms and conditions of the Software Services Agreement (or, if applicable, the Professional Services Agreement) between Infor and Licensee with an Effective Date of January 24, 2012 (the "Services Agreement") and constitutes a change to the Services Work Order identified below by Work Order Number ("Work Order"). All terms of the Services Agreement and Work Order are incorporated herein by reference. Capitalized terms not defined in this Change Order are defined in the Services Agreement or Work Order. In the event of a conflict, the terms of this Change Order control over the terms of the Services Agreement and Work Order.

1.0 CHANGE ORDER

Licensee (customer)	City of Franklin
Project Name	FRANKLIN,CITYOF-001-Hansen 8 Utility Billing Implementation
Project Number	32312211
Project Manager	Gordon Bagnell
Project Phase	Test / Deployment
Product(s)	Infor Public Sector
Work Order Number	COF No. 2010-00045
Change Number	004
Issue Number	N/A
Description	Additional Assistance
Requestor	Fred Banner, City of Franklin
Identified Date	Mar 3, 2015
Prepared By	Gordon Bagnell
Change Status Log	Date
Initial identification/assessment	
Approved for detailed impact analysis (optional)	

Pending Approval					
Final Approval	Approved		Denied		
Updated project and budget plans					

1.1 Preliminary identification and assessment

Describe the change in detail

Additional assistance is required will be for the following tasks:

1. Complete the Journal Setups identified in the Journal Solution Design Document – Complete the documentation and remaining budget numbers needed to complete the Journal configuration.
2. Complete the GL Interface – Implement the final updates with respect to budget numbers to be provided by CoF for the General Ledger exports
3. Validate Extracted Data (UAT and Go live Conversions) – Validate the extracted data file provided by CoF and provide feedback as to updates/fixes needed prior to the data being able to be converted into IPS
4. Updates/Changes requests from UAT – Additional assistance with configuration or assistance with updates that are requested from a result users completing the User Acceptance Testing.
5. Additional Project Management – Additional effort to assist with the management of the project including status updates, issue escalation, resource planning and general implementation guidance to help with moving IPS into production.

Reason for the change

Additional assistance is required from Infor to complete the implementation of the City of Franklin's Utility Billing project. Several areas of the remaining work were identified where there was insufficient support. These additional funds will be allocated to assist in those areas to ensure a successful implementation.

High level impact assessment

The additional effort is estimated as follows:

390 Hours (200 Onshore and 190 Offshore)

1.2 Approval for detailed impact analysis (optional)

Reviewer

Review Date



1.3 Detailed impact analysis

Impact on project plan (including estimated timelines)

This work will impact the plan and the effort remaining to complete the project. The plan will be updated one the change order has been executed.

Target date (for implementation)

May 31, 2015

Impact on resource requirements

The work will be completed by existing resources

Additional risk

N/A

Impact on project cost

Increases the cost by \$49,850.00

Service Fee Estimate for Additional Services Provided under this Change Order

Resource/Activity/Task	Estimated [Hours/Days]	[Hourly/Daily] Rate	Estimated Fee
Onshore Labor	200 hrs	187.50	\$ 37,500.00
Offshore Labor	190 hrs	65.00	\$ 12,350.00
Total			\$ 49,850.00

Estimated time and costs listed in this Change Order represent an estimate only and are in addition to the estimates provided in the original Work Order. Actual project time and cost may vary from the estimates provided. Where a substantial variation from this Change Order is foreseen, both parties must agree in writing to the additional work and document the change in a subsequent Change Order.



Other Projects Affected

N/A

Who needs to be notified of the change

Fred Banner

Comments

GL Interface	8 hrs
Journal Set Ups	8 hrs
Validate Extracted Data (UAT and Go live Conversions)	24 hrs
Updates/Requests from UAT – Onshore	80 hrs
Updates/Requests from UAT – Offshore	150 hrs
Additional PM Time	120 hrs

2.0 CHANGE APPROVAL / PAYMENT

By signing below, Licensee authorizes Infor to proceed with the work set forth in this Change Order and bill Licensee per the payment terms set forth in the original Work Order for any additional Services fees. Please return a signed copy of this Change Order to Infor PSO.

THE PARTIES have executed this Change Order through the signatures of their respective authorized representatives.

INFOR:	LICENSEE:
Signature:	Signature:
Printed Name: Gordon Bagnell	Printed Name:
Title: Project Manager	Title:
Address: Halifax, Canada	Address:
Address:	Address:



Signature Date:

Signature Date:

