



COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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April 16, 2009

IN REPLY PLEASE
REFER TO FILE: I-0

TO: Each Supervisor

FROM: Gail Farber
Director of Public Works

NOTICE OF INTENT TO AMEND INFORMATION TECHNOLOGY SUPPORT SERVICES MASTER AGREEMENT WORK ORDER NUMBER 7F-1123 WITH KBL CONSULTING, INC., TO COMPLETE DATABASE ADMINISTRATION-RELATED TASKS AND POST IMPLEMENTATION NEEDS FOR THE ELECTRONIC COUNTYWIDE ACCOUNTING AND PURCHASING SYSTEM PHASE III FINANCIAL ACCOUNTING SYSTEM REPLACEMENT PROJECT

This memo is to notify your Board of our intent to request the Internal Services Department to increase the maximum work order amount of Information Technology Support Services Master Agreement (ITSSMA) Work Order 7F-1123 with KBL Consulting, Inc., by \$200,000, from \$499,999 to \$699,999. A prior amendment extended the Work Order from April 1, 2009, to March 31, 2010. In accordance with the ITSSMA guidelines, prior Board notice is required for projects that will exceed \$300,000.

The original Work Order was issued for one year with a maximum amount of \$100,000. Since 2007, this Work Order has been amended three times during the migration of Public Work's Financial Accounting System (FAS) to the Electronic Countywide Accounting and Purchasing System (eCAPS). Last year your Board approved an increase in the amount from \$299,999 to \$499,999 and extended the timeframe for one additional year. At that time, Public Works anticipated that the \$200,000 increase and extended timeframe would be sufficient to complete all related tasks. As such, we advised your Board that no further amendments would be necessary. However, due to the complexity of the FAS and eCAPS database systems, some tasks require further technical assistance.

In consideration of the fact that this Work Order has extended beyond the original scope of work when it was bid in 2006, the Chief Information Officer has recommended that any requirements that extend beyond March 31, 2010, or the \$699,999 maximum Work Order amount would need to be rebid or pursued via a Board-approved services contract.

BACKGROUND

Initially, this Work Order was awarded to assist database administrators in maintaining and enhancing its Oracle databases and application servers. Since this work was highly technical and complex, Public Works required specialized expertise and acquired the services of a consultant through the ITSSMA process.

Subsequent to commencing this Work Order, Public Works and the Auditor-Controller mutually agreed to replace Public Works' FAS with eCAPS under the eCAPS Phase III FAS Replacement Project. This action required a significant effort to develop a major interface and a financial reporting tool to replace FAS's functionality. As a result, it was necessary to build a reporting database to host eCAPS data within Public Works' system environment. To this end, the consultant's scope was modified to include essential eCAPS post-implementation support.

The following tasks have already been completed by KBL under the scope of the existing Work Order:

- Built infrastructure for DPW/eCAPS Reporting System (DeRS) database.
- Built several interfaces between Public Works and eCAPS for the eCAPS Phase III FAS Replacement Project.
- Built several conversion programs to facilitate successful FAS data migration.
- Wrote several shell scripts to automate data transfer from eCAPS production database to DeRS.
- Developed software (in XML format) for automatic and semiautomatic data conversion from FAS and eCAPS.
- Completed HP-UX Shell Scripts to automate transmission of 22 new interfaces between eCAPS and Public Works' stand-alone systems.

- Programmed, tested, and implemented data conversion tasks for the final phase of implementation of eCAPS Phase III FAS Replacement Project.
- Built new content store for new DeRS using Cognos.
- Supported the development of 200 eCAPS and 22 grant management reports.

SCOPE OF WORK

Under this amendment, KBL will continue programming and administering the DeRS and Public Works' Business Intelligent database server. KBL will complete the following tasks:

1. Enhance the inbound and outbound extract receiving software to satisfy Auditor-Controller and Internal Services Department requirements.
2. Enhance HP-UX Shell Scripts and triggers for data security and access control to satisfy Auditor-Controller's data security guidelines.
3. Program custom Oracle objects and data stores to facilitate Cognos reports.
4. Write newly identified inbound eCAPS interfaces.
5. Program eCAPS data correction software.
6. Support database administrators in the maintenance and update of Public Works' Oracle and SQL server databases.

JUSTIFICATION

The eCAPS financial system has a complex architecture and a steep learning curve. KBL has acquired extensive knowledge working on eCAPS during the implementation and has performed various tasks to facilitate a timely and seamless transition from FAS. Furthermore, they have also become highly acquainted with Public Works' functional and technical environments.

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The current time and materials Work Order was competitively bid and awarded in May 2006. KBL has been working on the tasks relating to database administration and is currently developing programs for data conversion and interfaces for the eCAPS Phase III FAS Replacement Project. They have also been working on various crucial eCAPS post-implementation support tasks.

As noted, Public Works encountered various unanticipated issues with the eCAPS post-implementation phase. While most prominent issues have been addressed, KBL will continue to work on resolving latent issues caused by glitches and bugs in the system. Public Works anticipates these glitches and bugs will be fully resolved within one year and will not require further specialized expertise.

FISCAL IMPACT

KBL's hourly rate will remain the same at \$89 per hour. Sufficient funds are available in the Fiscal Year 2008-09 Internal Service Fund Budget to cover the cost of the project. There will be no impact on net County costs.

NOTIFICATION TIMELINE

Consistent with ITSSMA policy and procedures, we are hereby informing your Board of our intent to request an amendment to the existing Work Order. In two weeks, absent of any inquiries from your office, we will notify Internal Services Department to proceed with the Work Order amendment.

If you have any questions, please contact Jesse Juarros at (626) 458-4117.

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cc: Chief Executive Office (William T Fujioka, Lari Sheehan)
Chief Information Office
County Counsel
Executive Office



Richard Sanchez
Acting Chief Information Officer
Noted and Approved