

# Request for Legislative Action

Res. #21142  
Sponsor: Charlie Franklin  
Date: January 9, 2023

Completed by County Counselor's Office			
Action Requested:	Resolution	Res.Ord No.:	21142
Sponsor(s):	Charlie Franklin	Legislature Meeting Date:	1/9/2023

Introduction
<b>Action Items:</b> ['Award']
<b>Project/Title:</b>
A RESOLUTION awarding a twelve-month term and supply contract with one twelve-month option to extend for the furnishing of IT professional services in support of the Workday implementation project for use by the IT, Finance, Human Resources Departments and the 16th Circuit Court to Remy Corporation of Denver, CO under the terms and conditions of the State of Oklahoma contract, SW1025 IT Staff Augmentation Services, an existing government contract.

Request Summary
<p>Pursuant to Jackson County MO Code, Chapter 10, Section 1030.4, the Information Technology Department requests the execution of a term and supply contract for Professional IT services for the county-wide Workday implementation project. We recommend the contract be executed with Remy Corporation of Denver CO subject to their fixed price contract with the State of Oklahoma, SW1025 IT Staff Augmentation Services.</p> <p>Remy Corporation is a certified Workday Application Management Services provider and has experience with the Workday Launch implementation methodology with organizations of our size and type. The State of Oklahoma contract, SWI 025 IT Staff Augmentation Services, is a competitively bid state-wide contract established by the Oklahoma Office of Management &amp; Enterprise Services. This contract allows us the benefit of acquiring specialized IT services that have been competitively bid with the benefit of the purchasing power of the State of Oklahoma. Attached :</p> <p>Jackson County Request for Response Jackson County high level Workday implementation timeline Jackson County Workday subscription list Remy Corp. proposal State of Oklahoma contract, SWI 025 IT Staff Augmentation Services. Estimated annual usage will be \$300,000.00.</p>

Contact Information			
<b>Department:</b>	Information Technology	<b>Submitted Date:</b>	12/29/2022
<b>Name:</b>	Michael G. Ohlson-Dicus	<b>Email:</b>	MGOhlson-dicus@jacksongov.org
<b>Title:</b>	Office Administrator	<b>Phone:</b>	816-881-3151

## Request for Legislative Action

Budget Information			
Amount authorized by this legislation this fiscal year:			\$ 0
Amount previously authorized this fiscal year:			\$ 0
Total amount authorized after this legislative action:			\$
Is it transferring fund?			No
Single Source Funding:			
Fund:	Department:	Line Item Account:	Amount:
			<b>!Unexpected End of Formula</b>

Prior Legislation	
Prior Ordinances	
Ordinance:	Ordinance date:
Prior Resolution	
Resolution:	Resolution date:
21036	September 12, 2022

Purchasing	
Does this RLA include the purchase or lease of supplies, materials, equipment or services?	No
Chapter 10 Justification:	
Core 4 Tax Clearance Completed:	
Certificate of Foreign Corporation Received:	
Have all required attachments been included in this RLA?	

Compliance	
Certificate of Compliance	
In Compliance	
Minority, Women and Veteran Owned Business Program	
Goals Not Applicable for following reason: Contract is with another government agency	
MBE:	.00%
WBE:	.00%
VBE:	.00%
Prevailing Wage	
Not Applicable	

## Request for Legislative Action

### Fiscal Information

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.

## Request for Legislative Action

Submitted by Information Technology requestor: Michael G. Ohlson-Dicus on 12/29/2022. Comments:

Approved by Department Approver Michael S. Erickson on 12/29/2022 10:27:26 AM. Comments:

Returned for more information by Purchasing Office Approver Barbara J. Casamento on 12/29/2022 11:10:22 AM. Comments: Need Estimated Annual Usage at the end of Request Summary

Submitted by Requestor Michael G. Ohlson-Dicus on 12/29/2022 11:21:37 AM. Comments:

Approved by Department Approver Michael S. Erickson on 12/29/2022 11:26:04 AM. Comments:

Approved by Purchasing Office Approver Barbara J. Casamento on 12/29/2022 11:41:25 AM. Comments:

Returned for more information by Compliance Office Approver Jaime Guillen on 12/29/2022 3:27:33 PM. Comments: Vendor is not in compliance, additional information is needed in order to issue Certificate of Compliance.

Submitted by Requestor Michael G. Ohlson-Dicus on 12/29/2022 4:23:08 PM. Comments: Compliance application has been completed.

Approved by Department Approver Michael S. Erickson on 12/29/2022 4:28:21 PM. Comments:

Approved by Purchasing Office Approver Barbara J. Casamento on 12/30/2022 8:34:31 AM. Comments:

Approved by Compliance Office Approver Katie M. Bartle on 12/30/2022 9:21:10 AM. Comments: 2023 Certificate of Compliance was issued.

Approved by Budget Office Approver Mark Lang on 1/3/2023 10:18:43 AM. Comments: No fiscal note required for a T&S contract.

Approved by Executive Office Approver Sylva Stevenson on 1/3/2023 1:44:42 PM. Comments:

Approved by Counselor's Office Approver Katherine Henry on 1/5/2023 11:13:18 AM. Comments:



Department of  
INFORMATION TECHNOLOGY

Jackson County, Missouri – 415 E. 12<sup>th</sup> Street, Room G-8, Kansas City, MO 64106  
816-881-3151-Phone 816-881-3949-Fax

MEMORANDUM

TO: BOB CRUTSINGER, DIRECTOR OF FINANCE AND PURCHASING

FROM: MICHAEL ERICKSON, DIRECTOR OF IT AND GIS

A handwritten signature in blue ink, appearing to be "ME", is written over the name "MICHAEL ERICKSON".

DATE: DECEMBER 23, 2022

SUBJECT: REQUEST APPROVAL FOR REMY CORPORATION AS A TERM AND SUPPLY VENDOR

Pursuant to Jackson County MO Code, Chapter 10, Section 1030.4, the Information Technology Department requests the execution of a term and supply contract for Professional IT services for the county-wide Workday implementation project. We recommend the contract be executed with Remy Corporation of Denver CO subject to their fixed price contract with the State of Oklahoma, SW1025 IT Staff Augmentation Services.

Remy Corporation is a certified Workday Application Management Services provider and has experience with the Workday Launch implementation methodology with organizations of our size and type. The State of Oklahoma contract, SW1025 IT Staff Augmentation Services, is a competitively bid state-wide contract established by the Oklahoma Office of Management & Enterprise Services. This contract allows us the benefit of acquiring specialized IT services that have been competitively bid with the benefit of the purchasing power of the State of Oklahoma.

Attached:

Jackson County Request for Response

Jackson County high level Workday implementation timeline

Jackson County Workday subscription list

Remy Corp. proposal

State of Oklahoma contract, SW1025 IT Staff Augmentation Services.



Department of  
INFORMATION TECHNOLOGY

Jackson County, Missouri – 415 E. 12<sup>th</sup> Street, Room G-8, Kansas City, MO 64106  
816-881-3151-Phone 816-881-3949-Fax

MEMORANDUM

TO: REMY CORPORATION

FROM: MICHAEL ERICKSON, DIRECTOR OF IT AND GIS

A handwritten signature in blue ink, appearing to read "ME", is written over the "FROM" line.

DATE: DECEMBER 15, 2022

SUBJECT: TERM AND SUPPLY CONTRACT WITH THE STATE OF OKLAHOMA

Pursuant to Jackson County MO Code, Chapter 10, Section 1030.4, we would like to establish a term and supply contract for professional services subject to your fixed price contract with the State of Oklahoma, SW1025 IT Staff Augmentation Services.

We currently require the need of a client-side project manager for our Workday HCM and Fin enterprise implementation. On Sept. 8, 2022, Jackson County MO executed a contract for the purchase of Workday SaaS under a partnership and contract with Precision Task Group of Houston, TX. PTG is also providing staff augmentation of subject matter expertise to support our client-side team. Workday has set our reservation date for Feb. 6, 2023. Our first set of Customer Information Workbooks will be submitted Jan. 16, 2023. Attached is a list of our Workday subscription modules and our baseline FSE count and the current implementation project timeline.

The client-side team consists of:

1. Jackson County MO IT Department
2. Jackson County MO Finance Department
3. Jackson County MO Human Resources Department
4. MO 16<sup>th</sup> Circuit Court IT Department
5. MO 16<sup>th</sup> Circuit Court Finance Department
6. MO 16<sup>th</sup> Circuit Court Human Resources Department
7. PTG subject matter experts Workday HCM
8. PTG subject matter experts Workday Fin
9. PTG subject matter experts Workday Data Conversion

Primary duties of external Client-side Project Manager

- Co-owns Project Plan along with County and PTG PMO
- Manages Customer resources as needed
- Manages issues and decision logs. Escalates as needed.
- Communicates weekly Project status to Customer Executive Sponsor(s) and Project stakeholders
- Responsible for managing all Customer activities such as change management, employee training, testing, Customer-built integration(s), third party deployments
- Ensure all appropriate resources are available for the project.
- Resolve issues that are impeding the progress of the project.
- Provide overall direction to the Core Team.
- Align processes across all areas of HR and Finance.
- Recommends business design decisions and approaches, including change orders
- Communicates project activities, milestones, and issues to Advisory Committee.

We seek a client-side project manager to help keep the project on task, communicate with stakeholders, and understand the big picture of the entire implementation. Preferably the candidate has experience with Workday Launch implementation methodology particularly in the public sector environment of similar size.

If acceptable, please provide us with a proposal per your fixed price contract with the State of Oklahoma, SW1025 IT Staff Augmentation Services. The proposal should include recommended category and title of project management role necessary for our scale and scope of our implementation, the estimated project management effort anticipated per implementation phase in hours and thus the estimated cost of project management for the total implementation project effort, as well as any potential candidate resume.

**Subscription Rights Table**

SKU	Service	Pricing Metric	Subscription Rights
CHCM	Core Human Capital Management	FSE*	Full Enterprise
TLO	Talent Optimization	FSE*	Full Enterprise
HLP	Help	FSE*	Full Enterprise
CCB	Cloud Connect for Benefits	FSE*	Full Enterprise
USP**	Payroll for United States	FSE*	United States-based Employees only
LRN	Learning	FSE*	Full Enterprise
MCNF	Media Cloud - No Fee	FSE*	Full Enterprise
REC	Recruiting	FSE*	Full Enterprise
FIN	Core Financials	FSE*	Full Enterprise
GM	Grants Management	FSE*	Full Enterprise with up to 650 Award-Based Invoices Created during the 12-month period preceding the Annual Reporting Period
PLNF	Financial Planning	FSE*	Full Enterprise
PRA	Prism Analytics	FSE*	Full Enterprise
PRJT	Projects	FSE*	Full Enterprise
TT	Time Tracking	FSE*	Full Enterprise
EXP	Expenses	FSE*	Full Enterprise with up to 2,200 Expense Reports Approved during the 12-month period preceding the Annual Reporting Period
PRO	Procurement	FSE*	Full Enterprise
INV	Inventory	FSE*	Full Enterprise

\*For Pricing Metric details see the Full-Service Equivalent (“FSE”) Count Table below.

\*\*Customer agrees that the number of FSE Workers for all Workday Payroll applications and CCTPP will always be equal to the total number of FSE Workers for HCM.

**Full-Service Equivalent (“FSE”) Count Table**

FSE Population Category	Baseline FSE Count
Full Enterprise	1,620
United States-based employees	1,620

**Named Support Contacts Table**

Number of Named Support Contacts*	6
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\*Named Support Contacts are the contacts that may request and receive support services from Workday and must be trained on the Workday product(s) for which they initiate support requests.





To: Department of Information Technology  
Jackson County, Missouri-415 E. 12th Street, Room G-8, Kansas City, MO 64106  
816-881-3151-Phone

FROM: Remy Corporation  
Eric Braesch, Workday Practice Director  
[ebraesch@remycorp.com](mailto:ebraesch@remycorp.com), 303-570-1019  
1610 15<sup>th</sup> Street, 2<sup>nd</sup> floor, Denver, CO 80202

DATE: DECEMBER 19, 2022

SUBJECT: Workday Project Manager

Jackson County requires the need of a client-side project manager for their Workday HCM and FIN enterprise implementation.

**Primary duties of external Client-side Project Manager**

- Co-owns Project Plan along with County and PTG PMO
- Manages Customer resources as needed
- Manages issues and decision logs. Escalates as needed.
- Communicates weekly Project status to Customer Executive Sponsor(s) and Project stakeholders
- Responsible for managing all Customer activities such as change management, employee training, testing, Customer-built integration(s), third party deployments
- Ensure all appropriate resources are available for the project.
- Resolve issues that are impeding the progress of the project.
- Provide overall direction to the Core Team.
- Align processes across all areas of HR and Finance.
- Recommends business design decisions and approaches, including change orders
- Communicates project activities, milestones, and issues to Advisory Committee.

The client-side project manager will keep the project on task, communicate with stakeholders, and understand the big picture of the entire implementation. The candidate will have experience with the Workday Launch implementation methodology particularly in the public sector environment of similar size.

This proposal includes the estimated project management effort anticipated per implementation phase in hours and thus the estimated cost of project management for the total implementation project effort.

A summary of those hours are listed below, and have included a breakdown of hours in the attached Excel spreadsheet. Also included is a breakdown of hours for a Test Lead, if that is something that Jackson County may want to budget for as well.



Remy has identified Kim Dang to perform this role, based on acceptance and award of this proposal. Remy has other candidates that can perform this role if Kim Dang is unable to align with project timeline. Resume attached to this response.

Kim's hourly rate is \$175.00

### Project Estimates

Role	Plan	A & C	Test	Deploy	Post Support	Total Hours	Total Cost
Project Manager	185	930	390	185	70	1760	\$ 308,000.00
Test Lead	0	285	140	0	0	425	\$ 74,800.00

Launch for E&G Full Suite High Level Timeline

2022 2023

2024

