

**MODIFICATION No. 3
ORACLE PAYROLL ENHANCED RETRO-PAY PROCESS
CONSULTING SERVICES**

THIS MODIFICATION No. 3 is being entered into this _____ day of _____, 2009, by and between the CITY OF LAS VEGAS (hereinafter "City"), a municipal corporation of the State of Nevada having its principal office at 400 Stewart Avenue, Las Vegas, Nevada 89101, and ORASYS, LLC (hereinafter "Company"), a limited liability company of the State of California with its principal office at 2151 Michelson Drive, Suite 230, Irvine, California 92612.

This Modification increases the Contract amount from Two Hundred Three Thousand Nine Hundred Dollars (\$203,900) to Three Hundred Fifty Three Thousand Four Hundred and Sixty Dollars (\$353,460).

This Contract between the City and the Company, dated February 20, 2008, and modified on April 1, 2009 and October 7, 2009 is hereby modified as follows:

1. B-3 Prices/Costs - To add pricing and payment schedule for additional scope.

ADD:

(a) The City will pay the following amounts.

<u>Item No.</u>	<u>Description</u>	<u>Amount</u>
12	Reduction of backlog of Maintenance Requests	\$40,000
13	Implementation of Mandatory and Voluntary Furlough Program	\$109,560
	Total	\$149,560

(b) The Company will invoice the City in accordance with the following payment schedule.

<u>Item No.</u>	<u>Description</u>	<u>Amount</u>
12	Upon City Project Manager Acceptance of work, and reduction of work requests	\$40,000
13	Implementation of Mandatory and Voluntary Furlough Program	
(a)	System Requirements	\$4,400
(b)	Design	\$22,000
(c)	Coding	\$35,200
(d)	Testing	\$30,360
(e)	Production	\$8,800
(f)	Support	\$8,800
	Total	\$149,560

2. B-5 Performance Period/Delivery Schedule -To add to Delivery Schedule.

ADD:

(d) For Item No. 12: Completion of work for addition scope of work is approximately 8 weeks from award date of this modification.

- (e) For Item No. 13 Program to be ready and in production for use by 1/24/10. The first reporting to PERS will be February 2010. PERS interface changes to be fully tested and in production by 2/26/10.

3. C-1 Scope of Services

ADD:

- (g) Assist the City of Las Vegas with backlog of maintenance requests for Oracle Financial and HR Systems by performing the following tasks:
1. Changes to Oracle Software as requested by users. Changes are to be performed per the standards and customs of the City's Application Services Division of the Information Technology Department.
 2. Delivery of the software to the QA section of the Information Technology Department. Delivery shall be in a form per the standards and customs of the City's Application Services Division.
 3. Participate in discovery and other activities to develop a plan and course of action for each requested change.
 4. Work under the technical supervision of the development lead and the project supervision the Enterprise Project Manager.
 5. Develop minimal documentation, when required, to aid in implementation of changes.
 6. All work performed to assist with reduction of maintenance request backlog will be:
 - a. Reviewed by Application Services staff for technical process adherence
 - b. Reviewed by the City's Oracle User's Group for applicability
 - c. Tested by the City's Oracle User's Group to ensure it meets the business need
 - d. Reviewed and tested as it is released to Application Services

(h) Furlough Program

Company to provide a solution for the Implementation of new Mandatory and Voluntary Furlough Program to include analysis, design, code, test and migrate to production various configurations to existing Oracle HR/Payroll System, add a new PTO Plan to track the Furlough Hours, make changes to the existing PERS Interface, add new time entry rules for the Oracle Time Entry System and add a new Interface to PERS which reports the furlough hours usage.

New Elements

1. Create two (2) new elements:
 - a. L001 LWOP Vol Furlough (voluntary furlough)
 - b. L001 LWOP Man Furlough (mandatory furlough)
 - i. Elements should have no dollar value that would pay the employee
 - ii. Elements must have a dollar value that can be reported to PERS.
 - iii. For PERS purposes, these LWOP elements will be treated as a regular pay element.
 - iv. Elements will have no value when costing to the G/L
 - v. Elements will not be restricted by any of the current time entry rules
 1. Employees will be able to use furlough even though they have accrued leave time available
 - vi. Accruals will not be reduced by the use of furlough
 - vii. Holiday pay eligibility will not be affected by the use of furlough
 - viii. Overtime, callback overtime and standby pay will not be permitted during a week furlough is being used. This will be monitored by

Supervisor/Manager as they must approve the furlough prior to the employee taking the day off.

2. Create new element – Furlough Plan Adjustment
 - a. Element used to manually adjust plan hours for employees when necessary
3. Create new element – L001 Furlough Plan Awarded
 - a. Element used to award the plan hours of 96 at the beginning of the fiscal year
4. Create new element – Furlough Plan Reset
 - a. Element used to reset plan hours to 96 at the beginning of a fiscal year.

New PTO Plan to Track Furlough

1. Create a new PTO Plan – LV Furlough PTO Plan
 - a. The plan will have a beginning balance for affected employees of 96 hours
 - b. At the beginning of a new fiscal year, any hours existing from prior year will be removed and the bucket will be replenished with 96 hours to be available the first day of the first pay period of the new fiscal year.
 - i. Award 96 hours to be available on 1/24/10 for current fiscal year
 - ii. Reset hours to 96 to be available for use the first day of the first pay period of the new fiscal year. For 2011 fiscal year the first day the 96 hours be available would be 6/27/2010.
 - iii. The last day the 2010 fiscal year hours would be available would be 6/26/10

New Time Entry Rules

1. Create Time Entry Rule in OTL to stop use when plan hours are zero (0)
2. Create Time Entry Rule in OTL so that no less than four (4) hours can be used at any one time.

Modify the Existing PERS Interface

1. Modify PERS Interface
 - a. Ensure that the L001 LWOP Furlough is included so that hours and wages are reported up to the fulltime equivalent along with the proper contribution amount.
 - b. If employees are receiving permanent shift differential, permanent graveyard pay and/or approved acting pay, these items must also be reported to PERS for the period of furlough taken. Acting pay must follow all current rules in order to be included.

Create New PERS Report

1. Write new report for PERS
 - a. PERS requires a separate report for information regarding the furlough in addition to the normal reporting.
 - b. Report Requirements are attached along with the following formatting requirements
 - c. The files can be sent either as Excel or a text files. Excel files need to be sent with .xls extension and Text Files need to be sent with .txt extension.
 - d. File Naming Convention is
 - i. F<3 Bytes Agency#><Reporting Month in MMYYYY>.xls for excel file
Example: F999072009.xls
 - ii. F<3 Bytes Agency#><Reporting Month in MMYYYY>.txt for Text file
Example: F999072009.txt
 - e. File Formatting as below:

Create New Concurrent Programs

1. Create concurrent program - CLV Reset Furlough Hours - to reset accrual balance to 96 for new fiscal year

2. Create Concurrent Program – CLV PERS Furlough Hours Interface to create a Comma Separated file for PERS.

4. C-2 Deliverables

ADD:

- (c) Report indicating reduction of backlog
- (d) For Furlough Program: Comprehensive document to be used as a reference guide to migrate set-ups from the test environment to the production environment.

In the event of any conflict between the Contract, as modified, and this modification, the provisions of Modification No 3 take precedence. All other contract terms and conditions remain unchanged.

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This Modification has been executed by duly authorized representatives of the parties on the date first above written.

CITY OF LAS VEGAS

KATHLEEN C. RAINEY, Manager
Purchasing and Contracts

"City"

ATTEST:

BEVERLY K. BRIDGES, CMC
City Clerk

APPROVED AS TO FORM:

Robert S. Zboin 12-8-09
Deputy City Attorney Date

ORASYS, LLC

MADHU P. REDDY, President

"Company"