Sherpa Government Solutions

2990 Osceola Street
Denver, CO 80212

SHERPA QUOTE:
Sherpa Budget Formulation and Management
BFM Re-implementation/Modernization

Date	Services Performed By:	Services Performed For:
12/08/2023	Sherpa Government Solutions "Sherpa" 2990 Osceola Street Denver, CO 80212	City of Fresno "City" 2440 Tulare St. Suite 100 Fresno CA 93721

Sherpa Contacts

For more information or if you have any questions about this quote, please contact:

Project Lead	Quote / Contracting
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Statemement of Work

The City of Fresno is considering modernizing their BFM solution to take advantage of the latest and greatest functionality. The deliverables and fees associated with this re-implementation process are outlined in the section below.

Advantages of BFM modernization:
- Migration to cloud-based application with potential cost savings by not having to pay for hardware and IT support services.
- Streamlined support from the Sherpa team with easier access to client environments.
- Access to a new client portal to manage any support related items and track their progress.
- Increased flexibility to support budget process changes.
- Modernization also allows for the introduction of the latest features and functionality of the BFM software application.
- Upgrading of Chart of Accounts to be on more user friendly screens which can be more easily managed by system admins (e.g. more flexible import/export functionality).
- Loading of position and employee data is greatly simplified.
- Upgraded Sherpa Reporting.
- Updated user interface with modern aesthetics and functionality (e.g. dashboard widgets, form widgets, in-line edit, etc.).
- Support for single sign-on (SSO).

Disadvantages not pursuing BFM modernization:
- Sherpa no longer supports some legacy functionality that is currently in use.
- For legacy clients, older functionality is more rigid and unable to accommodate rapid changes to budget forms and processes.
- For on-premise clients, technical activities from Sherpa's team are limited and more cumbersome.
- For on-premise clients, VPN access is limited to a handful of individuals at Sherpa which means there is limited ability to establish workflow and bring in other resources for support activities.

SHERPA

Deliverables and Fee Schedule

The deliverable costs listed below are fixed price, not to exceed:

Task	Summary	Hour Estimate	Rate	Total Cost	Notes
				BFM	
Budget Forms	Convert the 10 existing budget forms that Fresno currently uses	80.00	$ 285.00	$ 22,800.00	Estimating one day per form for full build and unit test. Does not include any restructuring. If restructuring, then increase time estimate as necessary.
Admin Uploads	Convert the 22 existing admin uploads that Fresno currently uses, 3 new PCF admin uploads	40.00	$ 285.00	$ 11,400.00	Estimating 5 uploads per day for build and unit test
Chart of Accounts	Convert the existing chart of accounts	16.00	$ 285.00	$ 4,560.00	Estimating two days for COA
PCF Load Modernization	Change existing upload process for PCF	40.00	$ 285.00	$ 11,400.00	Estimating around five days for design, development, testing, etc.
Security Updates	Convert existing security configuration	2.00	$ 285.00	$ 570.00	User loads, role loads, action config on all forms, etc.
Measures & Measure Postings	Convert existing measures and measure postings	1.00	$ 285.00	$ 285.00	Should take no longer than 1 hour to prep/load as format does not change. However, if forms are restructured, then measures may need updating and that should be included as part of 'Budget Forms'
PCF Configuration & Loads	Set up PCF module to mimic existing configuration and set up	8.00	$ 285.00	$ 2,280.00	Generally should be accomplished in a single day
Training	Training on new BFM Environment Features	8.00	$ 285.00	$ 2,280.00	8 hours of training will include a tour of new potential features that were *not* turned on but can be in the future via a future engagement with Sherpa (as reasonable).
Training Materials	Convert existing training materials based upon updated budget forms	-	$ 285.00	$ -	Assumption is that clients will be updating their own training materials.
Updated Admin Guide	Includes conversion of their existing Admin Guide based upon the reimplementation	16.00	$ 285.00	$ 4,560.00	Updating the Admin Guide will be a collaborative process with joint ownership between Sherpa and client.
Updated Rollover Guide	Includes conversion of their existing Rollover Guide based upon the reimplementation	4.00	$ 285.00	$ 1,140.00	Updating the Rollover Guide will be a collaborative process with joint ownership between Sherpa and client.
Total BFM/Sherpa		**215.00**	**$ 285.00**	**$ 61,275.00**	One Time

Task	Summary	Hour Estimate	Rate	Total Cost	Notes
					Reporting
Training	Report Training on Sherpa Reporting 4.3	8.00	$ 285.00	$ 2,280.00	2 hours per session; average 2 sessions; include prep time
Installation	Install version 4.3	4.00	$ 285.00	$ 1,140.00	
Promote Reports	Promote reports from 4.2 to 4.3	4.00	$ 285.00	$ 1,140.00	
Update Universes	Update universes to accommodate COA changes.	6.00	$ 285.00	$ 1,710.00	1.5 hour of work per universe. Sherpa converted from group specific column names to generic. Update names and associated joins. This only needs to be included if converting from legacy CoA styles.
Security Updates - Reporting	Update CMC in new environment to reflect necessary BFM security configurations	2.00	$ 285.00	$ 570.00	Typically, this should come automatically as part of the promotion/4.3 upgrade but there may be addition reconfiguration and retesting required as part of this.
	Total Reporting	**24.00**	**$ 285.00**	**$ 6,840.00**	One Time
	Total One Time Cost	**239.00**	**$ 284.52**	**$ 68,000.00**	Note that this is rounded to the nearest $500.
	Hosting estimate for two environments (PROD and DEV)			**$ 25,000.00**	Ongoing cost - each additional standard-sized non-production environment is ~$7k.
	Total Ongoing Costs			**$ 25,000.00**	Note that this is rounded to the nearest $500.
	Grand Total			**$ 93,000.00**	Note that this is rounded to the nearest $500
	50% reduction in one-time costs related to this re-implementation			**-$ 34,000.00**	
	Modified Grand Total			**$ 59,000.00**	This includes $25k in ongoing costs and $34k in one time costs.

Payment milestones are flexible and will be finalized upon agreement with the quote. All payments will be due upon completion of those milestones and sign-off by the client.