

California Statewide Automated Welfare System (CalSAWS)

County Purchase SM-04-2023 San Mateo County – Additional Reporting Support

CalSAWS Consortium
San Mateo County Purchase SM-04-2023

I. Overview:

Pursuant to Section 4.6 of Exhibit X (Maintenance and Operations ("M&O") Extension) of the Amended Restated and Revised Leader Replacement System Agreement dated August 16, 2019 (the "Base Agreement") between CalSAWS Consortium and Accenture LLP ("Accenture"), San Mateo County ("County") has requested enhanced development support to assist the County in analyzing the County's existing ad-hoc reports and developing queries to pull data from the CalSAWS Application, rather than the CalWIN System, as further described in this County order form (the "County Purchase").

II. Scope:

The County identified a business need for Accenture to provide Regulatory and Administrative ("R&A") Change Budget Services to assist in the County's analysis and refactoring of County ad-hoc reports.

This County Purchase describes the one-time R&A Change Budget Services for Accenture to provide technical consulting support to assist the County in analyzing its ad-hoc reports and creating refactored queries to pull data from the CalSAWS Application, rather than the CalWIN System. These charges include up to 261 hours of support to assist the County with the following:

- Assessing the County's ad hoc reports:
 - Accenture will conduct meetings with the County to become familiar with the County's existing ad-hoc reports, data queries, and attempt to identify specific areas where support is needed.
- Based on the outcome of the analysis, Accenture resources with knowledge of the CalSAWS Application will:
 - Identify existing report(s) in CalSAWS that has comparable data, confirm with report owner that the report(s) meet their needs, and guide County resource(s) on how to retrieve those report(s).
 - If the existing report has similar data, but is missing critical data elements, Accenture staff will provide a modified query to the County with the additional data to be run as an ad-hoc report. Accenture staff will work with County resource(s) to validate the modified query provides the accurate data.
 - If there is not a comparable report in CalSAWS, Accenture staff will develop queries to be run as ad-hoc reports that provide the requested data. Accenture staff will work with County resource(s) to test and validate the accuracy of the data.
- The number of ad-hoc queries to be developed will be determined as an outcome of the analysis based on the remaining hours available as part of this County Purchase.
- Administration of the County Purchase order.

The scope of this County Purchase includes the following:

- One-Time R&A Change Budget Services

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III. Assumptions:

- The charges set forth in Section V below (the “Total Charges”) are based on the scope of work outlined in this County Purchase. Any changes in scope must be mutually agreed upon by Accenture and the County in writing and may result in additional charges. These additional charges will be executed as a revision to this County Purchase.
- R&A Change Budget Services will be worked and invoiced on a time and materials (“T&M”) basis up to a maximum of 261 hours. Invoices for such charges will be submitted to the Consortium monthly in arrears, and the Consortium will, in turn, invoice the County. The County will be invoiced for actual hours worked.
- The Total Charges for this County Purchase include R&A Change Budget Services that are estimated to commence after approval of this County Purchase.
 - Up to 261 hours will be worked and invoiced in State Fiscal Year (“SFY”) 2023/24, estimated to commence upon approval of this County Purchase and continue through the end of SFY 2023/24, May 31, 2024. If the County requests for additional hours to be performed during SFY 2023/24 or SFY 2024/25, then a revision to this County Purchase would be required.
 - Accenture and County will monitor the hours for R&A Change Budget Services and discuss the addition of more hours with the County if necessary. Any additional hours required for R&A Change Budget Services would result in additional charges. These additional charges would be provided to the County in a separate County Purchase.
- The number of ad-hoc queries to be written will be determined as an output of the analysis based on the remaining hours available in this County Purchase.
 - If the number of queries required exceeds the capacity based on the remaining hours, County will provide a prioritized list of the ad-hoc queries to be developed and would require a revision to this County Purchase.
- Accenture will work with the County to develop a schedule for this project upon approval of this County Purchase.
- Accenture will conduct regular meetings with the County team via Microsoft Teams to manage activities performed under this County Purchase order.
- Accenture will conduct two (2) onsite visits with the County.
- All work will be performed remotely within the fifty (50) United States and the District of Columbia.
- The County will be responsible for providing Accenture staff with access to County-specific tools or software that is outside of CalSAWS, including provisioning access to County collaboration sites, software tools, software licensing, network connectivity, and access to data, tools, and systems, etc., including the County’s virtual private network (“VPN”).
- The County will be responsible for approving access to the CalSAWS Project Web Portal.
- Testing of queries will leverage existing CalSAWS test environments and masked data. The County is responsible for maintaining the security of Production data and will not load unmasked Production data into the test environments.
- The County will be responsible for validating the queries.

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- The County will be responsible for obtaining access to County datasets from the Consortium.
- The County will identify and provide the appropriate County staff to support project activities throughout the term of this County Purchase.
- The Performance Requirements set forth in Schedule 7 (Performance Requirements) to Exhibit X (CalSAWS M&O Extension) of the Base Agreement will not apply to the enhanced support in this County Purchase.
- The County must (1) approve this County Purchase and (2) provide the corresponding approved Advance Planning Document ("APD") or alternative form of authorized spending from the Office of Systems Integration ("OSI") that supports this purchase by November 1, 2023 in order to proceed with this purchase. Otherwise, the estimates provided in this County Purchase will not be valid and a new County Purchase will be required.

IV. Schedule:

The charges associated with this County Purchase will be incurred during SFY 2023/24.

V. Total Charges:

The following table outlines the total charges for this County Purchase.

Total County Purchase Charges	SFY 23/24	Total Charges
One-Time R&A Change Budget Services	\$44,144.70	\$44,144.70
Recurring R&A Change Budget Services	\$0.00	\$0.00
Hardware and Software Charges	\$0.00	\$0.00
Hardware Charges	\$0.00	\$0.00
Hardware Maintenance and Support Charges	\$0.00	\$0.00
Software Charges	\$0.00	\$0.00
Software Maintenance and Support Charges	\$0.00	\$0.00
Production Operations Charges	\$0.00	\$0.00
One Time Charges	\$0.00	\$0.00
Recurring Charges	\$0.00	\$0.00
Total Charges	\$44,144.70	\$44,144.70


VI. Attachment 1 to the County Purchase SM-04-2023 - Pricing Schedules

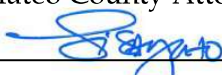
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COUNTY PURCHASE APPROVAL


Subject: County Purchase – SM-04-2023

The subject document is accepted as allowing Accenture LLP to proceed with the subject County Purchase.

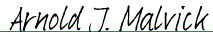
San Mateo County DocuSigned by:
By: 
E800B48D75FC4B4...
Printed Name: Claire Cunningham
Title: (Director or Deputy Director)
Date: 11/9/2023 | 10:23 AM PST

Approved as to Form:
San Mateo County Attorney
By: 
Printed Name: Lisa Cho
Title: Deputy County Attorney
Date: November 7, 2023

Notice Address:
County of San Mateo
1 Davis Drive
Belmont, CA 94002

CalSAWS Consortium
By: 
Holly Murphy (Nov 17, 2023 15:19 PST)
Printed Name: Holly Murphy
Title: CalSAWS PMO Director
Date: Nov 17, 2023

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Accenture LLP
By: 
Arnold J. Malvick (Nov 17, 2023 10:00 MST)
Printed Name: Arnold J. Malvick
Title: Accenture Project Executive
Date: Nov 17, 2023