# SAN MATEO COUNTY
## HUMAN SERVICES AGENCY
### Central Administration

**DATE:**    July 31, 2001

**TO:**    Honorable Board of Supervisors

**FROM:**    Maureen Borland, Director, Human Services Agency
Kathryn Ciamarro, Director of Automation

**SUBJECT:**    APPROVAL OF AN AMENDMENT TO AN AGREEMENT WITH DELOITTE CONSULTING FOR CONSULTING SERVICES ON THE HSA DATA WAREHOUSE PROJECT

## RECOMMENDATION

Adopt a resolution authorizing an amendment to an agreement with Deloitte Consulting for additional consulting services on the HSA Data Warehouse project with the cost of those additional services in an amount $685,000, and the total amount of the agreement to not exceed $1,415,505.

## BACKGROUND

In April of 2001 the San Mateo County Board of Supervisors approved a contract with Deloitte Consulting to provide software, software installation, and consulting services for the implementation of a Data Warehouse to support Outcome Based Management (OBM), and Federal, State and Agency reporting requirements.

## DISCUSSION

The purpose of the Data Warehouse project is to allow for complete and accurate reporting capabilities through the use of a single, data repository. This repository will integrate data from several separate and disparate software systems, including the Welfare Case Data System (CDS), the Child Welfare System (CWS/CMS) the SMART system and numerous other data collection systems.

The implementation of a Data Warehouse is a complex software development project that typically matures over a five-year life cycle. Extending the agreement with Deloitte Consulting beyond phase one of the project will expand the capacity of the Data Warehouse significantly, while providing County staff with the resources necessary to become self-sufficient with the continued design, development and maintenance of this large-scale application.

- The first phase of the Data Warehouse project was successfully completed on May 31, 2001 as the result of a working partnership between Deloitte Consulting and the County. This initial phase included hardware and software acquisition and installation, requirements definition,

design, development and implementation. Due to the data reporting requirements of Outcome Based Management (OBM) the first phase of the project was extremely aggressive and the scope of work was necessarily limited to a select number of systems and data elements.

- The second "Transition" phase of the Data Warehouse project, referenced in the Transition Phase Statement of Work, focuses on continued development with an emphasis on Deloitte's coaching and mentoring of County staff. Data from additional systems will be included in the warehouse as part of this phase, with County staff participating in all technical and analytic aspects of the project.

  This amendment extends the agreement with Deloitte Consulting to add an additional amount of $685,000 for additional consulting services. It is not anticipated that the services of Deloitte Consulting will be required beyond phase two.

- Phase three of the project is anticipated to focus on continued Data Warehouse development, bringing data from additional systems into the data repository with an emphasis on improving data quality and reporting integrity. This effort will be the responsibility of County staff and may involve a collaboration between the Information Services Department and the Human Services Agency's Business Systems Group.

- Phase four of the project, exclusively a County responsibility, will involve continued system maintenance.

## FISCAL IMPACT

This contract amendment is budgeted in FY 01/02. There is no impact on the General Fund.

M. Kathryn Ciamarro
ext. 7578

# RESOLUTION NO.

## BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

\* \* \* \* \*

### RESOLUTION AUTHORIZING APPROVAL OF AN AMENDMENT TO AN AGREEMENT WITH DELOITTE CONSULTING FOR CONSULTING SERVICES FOR THE HSA DATA WAREHOUSE

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**RESOLVED**, by the Board of Supervisors of the County of San Mateo, State of California, that

**WHEREAS**, the parties have entered into an agreement on March 1, 2001; and

**WHEREAS**, the parties now wish to further amend the agreement to add an additional amount of $685,000 for additional consulting services; and

**WHEREAS**, there has been presented to this Board of Supervisors for its consideration and acceptance a first Amendment to an Agreement with Deloitte Consulting for consulting services for the HSA Data Warehouse project, reference to which is hereby made for further particulars; and

**NOW, THEREFORE, IT IS HEREBY RESOLVED**, that the President of this Board of Supervisors is hereby authorized and directed to approve a first amendment to the Agreement for and on behalf of the County of San Mateo, and the Clerk of this Board of Supervisors shall attest his signature thereto.

\* \* \* \* \*

# AMENDMENT TO AN AGREEMENT WITH
## DELOITTE CONSULTING
## FOR CONSULTING SERVICES

THIS AMENDMENT TO AN AGREEMENT, entered into on this 7th day of August, 2001, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and Deloitte Consulting, hereinafter called "Contractor".

### WITNESSETH:

WHEREAS, the parties entered into an agreement on March/1/2001; and

WHEREAS, the parties now wish to amend the agreement to add an additional $685,000 to provide additional consulting services for a total amount of $1,415,505.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:

The Agreement is amended as follows:

1. **Section 1**     - is amended to include the following:

Exhibit F      Transition Phase Statement of Work
Exhibit G      Equal Benefits Compliance Form

2. **Section 2 Services to be performed by Contractor:.** is amended to read as follows:

In consideration of the payments hereinafter set forth, Contractor shall perform services, and provide computer Software for County in accordance with the terms, conditions and specifications set forth herein and in Exhibits A, B, C, D, E, F, G, and attachment E attached hereto and by this reference made a part hereof.

3. **Section 4 Payments:** , is amended to read as follows:

In consideration of the services rendered in accordance with all terms, conditions and specifications set forth herein and in Exhibits A,B,C,D,E,F,G and attachment E County shall make payments to Contractor in the manner specified in Exhibits A,B,C,D,E,F,G, and attachment E. In the event that the County makes any advance payments, Contractor agrees to refund any amount in excess of the amount owed by the County at the time of contract termination. In no event shall total payment under this Agreement exceed $1,415,505, of which $1,285,000 is for services, and $130,505 is for Informatica and software installation purchased through Deloitte Consulting.

4. **Section 8 Non-Discrimination:**, is amended is add the following:

With respect to the provision of employee benefits. Contractor - : .· ·_ : with the County Ordinance, which prohibits contractors from discriminating in the provision of employee benefits between an employee with a domestic partner and employee with a spouse.

All other provisions of the agreement as amended remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hands.

COUNTY OF SAN MATEO

By:_____

President, Board of Supervisors

Date:_____

ATTEST:

_____

Clerk of Said Board

Date:_____

Deloitte Consulting L.P.

By: Deloitte Consulting (us) L

Contractor - Print Name

John F. Skowron, Princer

Name, Title - Print

_____

Signature

Date: 7/23/01

# SHARP
## DATA WAREHOUSE

**Transition Phase**

**Statement of Work**

*Submitted on July 02, 2001*

**Information Services Department**

**Deloitte Consulting**

# Table of Contents

# SHARP Transition Phase - Statement of Work

# Overview

Deloitte Consulting is proud to have assisted San Mateo County with the successful development and implementation of the San Mateo Human Services Analytical Reporting Project (SHARP) data warehouse pilot. We understand that the County desires to assume responsibility for on-going maintenance as well as future development of the SHARP solution. To that end, Deloitte Consulting proposes a Transition Phase that will promote knowledge transfer between the Deloitte Consulting team and County staff. This document outlines the proposed activities and tasks that will comprise the SHARP Transition Phase and our approach to assisting the County with these activities.

Throughout the Transition Phase, Deloitte Consulting will provide coaching and mentoring to County staff regarding the specific maintenance and development activities described below. The County will assume primary responsibility for completion of the tasks, activities and deliverables associated with the SHARP project, including maintenance of the existing production system (with the exception of the data architecture and design tasks associated with new development in Task III, see details below)

## *The Importance of Knowledge Transfer*

Deloitte Consulting is proud of our dedication to client collaboration and teamwork that we bring with us to each of our projects. We believe in developing solutions *with* our clients, not *for* them, so that the results will remain solid and dependable even after we've moved on. We bring skilled, experienced practitioners to our projects that help to deliver an appropriate and reliable product; however, it is equally important that our client's staff have the opportunity to fully experience the challenges, successes, and even frustrations that are part of the project lifecycle. It is only by doing that one truly learns.

In view of this goal, Deloitte Consulting, with the hands-on participation of the County, led the design and development activities of the Pilot phase. For the Transition Phase, the County will assume responsibility for the tasks and deliverables associated with maintaining and enhancing the SHARP system. In this phase, Deloitte Consulting will provide support to the County Project Manager and lend our skills and experience, as needed, to the maintenance and development activities that she directs. In this way, County staff will develop by doing – with the collaboration and participation of our team.

Each month, Deloitte Consulting will participate in a transition team meeting with County project management. At these meetings, Deloitte Consulting and the County will assess the project's knowledge transfer activities and will mutually determine Deloitte Consulting's continued involvement on the SHARP project.

## *Transition Phase Tasks*

The following are the tasks with which Deloitte Consulting will assist the County as part of the SHARP Transition Phase:

**Task 1: Assist with Informatica Migration**

In the initial development of the SHARP Pilot Phase, custom coding was used to extract data from the Case Data System (CDS) and the Child Welfare System (CWS) into the Operational Data Store (ODS). Custom code was also used to move data into the Enterprise Data Warehouse (EDW) from the ODS. Following the initial rollout of the SHARP Pilot solution, basic data mapping activities were automated using Informatica. In the Transition Phase, Deloitte Consulting will assist the County to migrate the remaining mapping activities into Informatica. This assistance will be at the direction of the County Project Manager.

## Task 2: Assist with SHARP Maintenance

The SHARP Pilot created an EDW containing combined information from both the CDS and CWS systems. As part of the SHARP Pilot, Deloitte Consulting performed the initial data load as well as the first monthly refresh. In order to assist that the data within the SHARP EDW remains current, new CDS and CWS information must be loaded monthly into the warehouse. Deloitte Consulting will assist the County as they load the new CDS and CWS data into the warehouse on a monthly basis.

## Task 3: Support New Development

Deloitte Consulting will assist the County in their new development efforts to include additional information to the SHARP data warehouse, as directed by the County Project Manager. Deloitte Consulting has primary responsibility for the data architecture and design tasks and will be in an assistance role in all other areas of Task III.

Task 3 will include adding data to the data warehouse to answer additional OBM measures. Deloitte Consulting will work closely with the County to assist in the determination of the scope of new development to be accomplished within this phase.

The following pages outline the specific activities and responsibilities associated with each of the Transition Phase tasks.

# Task 1: Assist with Informatica Migration

Deloitte Consulting and the County will continue the transfer of the ETL processes from custom code into the Informatica software that was begun in the Pilot Phase.

The following are the responsibilities associated with this task:

## County Responsibilities

- Code ETL procedures into Informatica for Pilot Phase modules
- Migrate remaining Pilot extraction/transportation processes into Informatica
- Migrate remaining Pilot cleansing/validation processes into Informatica
- Migrate remaining Pilot transformation processes into Informatica
- Provide Informatica resources to facilitate ETL knowledge transfer.
- Update SHARP documentation, as necessary.
- Document metadata

## Deloitte will assist the County with the following tasks:

- Assist with Informatica migration activities, as directed by the County Project Manager
- Facilitate knowledge transfer on Informatica processes to designated County resources
- Support County responsibilities at the direction of the County Project Manager

# Task 2: Assist with SHARP Maintenance

Deloitte Consulting will assist the County as they maintain the data warehouse that was created in the Pilot Phase of the project.

## County Responsibilities
- Conduct data loads from the pilot source systems on a monthly basis
- Maintain operability of the data warehouse related to data warehouse software issues
- Correct technical problems or bugs that arise in the actual operation of the warehouse
- Provide resources for knowledge transfer surrounding monthly data loads.
- Maintain operability of the data warehouse related to County-controlled resources such as network issues
- Correct reports that are inaccurate according to the documented requirements
- Update SHARP documentation, as necessary

## Deloitte will assist the County with the following tasks:
- Assist with monthly data loads from the pilot source systems.
- Assist in maintaining operability of the data warehouse related to software issues
- Assist with problem resolution, as directed by the County Project Manager
- Facilitate knowledge transfer surrounding monthly data loads to designated county resource(s)
- Support County responsibilities at the direction of the County Project Manager

# Task 3: Support New Development

In Task 3, Deloitte Consulting will assist the County in their efforts to identify, develop and implement enhanced functionality (i.e., additional data and reports) within the SHARP solution. In the Pilot Phase of SHARP the project team operationalized a series of measures developed by the OBM Group pertaining to the CDS and CWS systems. However, there is still more information that is desired by the OBM group that could be included in the Data Warehouse.

Deloitte Consulting will work closely with the County to assist in the determination of the scope of new development to be accomplished within this phase. Task 3 will include adding data to the data warehouse to answer additional OBM measures. Deloitte Consulting will support County responsibilities throughout this task at the direction of the County Project Manager.

The following are activities that may be associated with new development within SHARP, as well as the County/Deloitte responsibilities for each:

## *Support of Project Management*

Deloitte Consulting will provide support to the County Project Manager regarding the project initiation and management processes that were successfully implemented in the SHARP Pilot. We will work together to prepare the Transition Phase work plan and to define the scope of new development work to be completed during the phase.

Deloitte Consulting will assist the County to confirm the Transition Phase scope; finalize the project work plan and resource requirements; and, if necessary, revalidate the organization, communication methods and management processes for the project.

### County Responsibilities
- Update Steering Committee meeting schedule
- Confirm Initial Scope of SHARP Transition Phase
- Finalize SHARP Resource Requirements
- Finalize SHARP Transition Phase Work Plan
- Update/continue Weekly Status Meeting Schedule
- Update/continue Issue Resolution Process
- Update/continue Project Status Reporting Procedures
- Update/continue Change Order Process
- Revise work plan as required
- Continue to provide office space
- Continue to provide access to standard office equipment (PCs, phones, fax, copier)
- Continue to provide appropriate network and resource access
- Coordinate County project personnel and resources

### County Deliverables
- Detailed project work plan
- Weekly status reports

### Deloitte will assist the County with the following tasks:
- Provide input into Transition Phase work plan, with County and Deloitte resources
- Assist in developing work plan

- Assist in defining scope of development work for Transition Phase
- Coordinate Deloitte project personnel and resources

## Completion Criteria
- Review and acceptance of Project Work plan by Steering Committee

## *Assist with Business Requirements Definition*

In this task, the County will identify the functional and technical requirements for the new development of the data warehouse. As directed by the County Project Manager, Deloitte Consulting will participate in interviews with key stakeholders and/or requirements sessions to help identify new business questions to be answered during the Transition Phase. The County will document the measures and dimensions required to answer these business questions and identify potential changes to the user community and their training needs. The County will also determine new report requirements and metadata requirements. Deloitte Consulting will assist with these tasks under the direction of the County Project Manager.

As in the Pilot Phase, at the end of this Business Requirements Definition task Deloitte Consulting will assist the County in prioritizing the business questions to be supported by the data warehouse. A final decision will be made concerning the exact scope of the data that will be included in the Transition Phase. Deloitte Consulting will advise the County on a scope of work that can be completed in the remaining time and budget of the Transition Phase. Criteria for this decision will include the scope relevance to County strategic goals, data availability and data quality, and resource availability.

## County Responsibilities
- Identify & coordinate requirement sessions
- Provide detailed information about data sources & integration
- Determine preliminary training needs assessment
- Review OBM and/or other existing documents/deliverables
- Conduct additional requirements sessions with key functional and technical stakeholders (Requirements Team)
- Identify Transition Phase business questions
- Decompose business questions to determine measures, details & dimensions
- Identify new users, if necessary
- Map preliminary data sources & integration points
- Identify key data loading and history requirements
- Define business definitions for measures, details, and dimensions
- Determine preliminary starting report requirements
- Determine prioritization criteria for business questions and data
- Recommend final scope of Transition Phase to County Steering Committee

## Deliverables
- Business Requirements Definition for Phase II – Task 3 Document (including scope recommendations and criteria for decision and recommendation to Steering Committee)

## Deloitte will assist the County with the following tasks:
- Participate in requirements sessions with Requirements Team, under the direction of the County Project Manager

- Assist with decomposition of business questions
- Assist with determination of preliminary starting report requirements
- Assist with identifying key data loading and history requirements
- Assist in prioritizing business questions and data

## Completion Criteria
- Completed requirement sessions
- Review and acceptance of Requirements Document by Steering Committee

*Note: As in the Pilot Phase, a key checkpoint will be after the completion of the Business Requirements Definition document. During this checkpoint, the County will prioritize the data to be included in the warehouse based on their relevance to strategic goals, knowledge of data quality and what may be accomplished in the remaining timeframe. A limited scope must be defined to achieve the proposed goal of implementation of Phase II by December 22, 2001. This will result in joint agreement by the County and Deloitte Consulting as to the scope and moving forward direction of Phase II before the Data Architecture phase of the project begins.*

## Data Architecture Development

In this task, the County will analyze the Transition Phase business requirements to determine their impact on the overall SHARP architecture. Deloitte Consulting will develop a detailed design for the data component of the Transition Phase based on the business requirements. In addition, Deloitte Consulting will conduct the data mapping activities associated with extraction, transformation, cleansing and aggregation of the SHARP data.

### County Responsibilities
- Assist with data mapping
- Assist with definition of transformation, aggregation, cleansing and validation requirements
- Provide detailed information about data sources & integration
- Provide source system extract files
- Coordinate resources and meetings with County IT staff to determine scheduling and resources requirements
- Determine appropriate procedures and owners for error reports

### Deloitte Responsibilities:
- Map source data to targets
- Document extraction/transportation requirements
- . :.· .·.\ data quality issues and gaps

### Deloitte Consulting Deliverables
- Updated SHARP Data Architecture Deliverable

### Completion Criteria
- Completed data mapping for new sources

## Design

Deloitte Consulting will accommodate the Transition Phase business requirements within the existing system design completed as part of the Pilot Phase, including modifying (where

necessary) designs for the database, data and OLAP components.

## County Responsibilities
- Assist with updating Logical Data Model
- Assist with updating Physical Data Model
- Assist with determining new Business Objects Universe Structure
- Assist with determining new Object Names and Organization
- Assistance with resolution of data issues and gaps
- Assist with transformation, aggregation, cleansing and validation design
- Design Business Objects Universe structure

## Deloitte Responsibilities:
- Make relevant changes to Logical Data Model
- Make relevant changes to Physical Data Model
- Design extraction/transportation requirements
- Design transformation & aggregation Requirements
- Design preliminary cleansing and validation requirements
- Determine object names and organization

## Deloitte Consulting Deliverables
- Updated SHARP Design Document

## Completion Criteria
- Updated logical & physical data model including new sources
- Completed design documentation for new ETL processes

## Implement ETL Requirements

Deloitte Consulting will help the County to execute the ETL procedures in this task using Informatica. New extraction procedures, transformation and aggregation procedures, cleansing and validation procedures, and error handling procedures should be mapped.

## County Responsibilities
- Map extraction/transportation processes
- Map cleansing/validation processes
- Map transformation processes
- Map aggregation processes (if necessary)
- Map error reporting & handling processes
- Load test data
- Update Design Document
- Create required ODS database and database objects
- Create required DW database and database objects
- Document metadata
- Creation of business-related metadata terms
- Validate procedures for reviewing and handling error files

## County Deliverables
- Completed ETL Processes (with test data load)

## Deloitte will assist the County with the following tasks:
- Assist with populating test data
- Assist with coding of Extraction Transformation and Load procedures, under the direction of the County Project Manager

## Completion Criteria
- Resolution to all data quality, gap and validation issues
- Validate test data is complete

## *Data Validation*

It is extremely important that the data in any decision support application be correct. The data validation task is often one of the most resource and time intensive tasks. Deloitte Consulting will assist the County with validation of the data in the warehouse. The business questions should be validated against the pilot data warehouse to validate that the business questions could be answered in the warehouse.

## County Responsibilities
- Create Data Validation Plan
- Create Data Validation Scripts.
- Conduct Data Validation
- Identify issues and gaps in data validation
- Provide County resources to conduct data validation

## County Deliverables
  - Data Validation Deliverable

## Deloitte will assist the County with the following tasks:
- Assist with the development of a Data Validation Plan
- Assist with data validation

## *Assist with Business Objects Universes and Reports Development*

Deloitte Consulting will assist the County to confirm the standard report requirements, objects and object organization identified in the Requirements and Design task. The County will enhance the Business Objects repository and universes and develop help text for each object and standard reports.

## County Responsibilities
- Create security profiles
- Confirm starting report requirements
- Confirm object names & organization
- Modify existing universes and add new classes and objects
- Create objects
- Develop object help text
- Develop starting reports

## County Deliverables
- Completed Business Objects universes & reports for Phase II

## Deloitte will assist the County with the following tasks:
- Assist with creating security profiles
- Assist with starting report requirements

## Completion Criteria
- Review and acceptance of Business Objects Universes and Reports by Steering Committee

## *Assist with Testing*

Deloitte Consulting will assist the County, as necessary, to update the project test plan and utilize the test discrepancy resolution process that was implemented in the Pilot Phase. Once data are loaded in the warehouse, the Business Objects reports and universes are migrated to the test environment. County users will test the functionality of Business Objects universes and reports. The County will complete resolution and retesting of testing issues. Regression testing of the existing Pilot reports should also be performed to determine if the new development impacted the existing products in any way.

## County Responsibilities
- Update testing plan
- Install & test Business Objects for County testing resources
- Identify and provide adequate resources for testing tasks
- Modify Business Objects reports to resolve test discrepancies
- Regression test existing reports
- Retest test discrepancies
- Develop test discrepancy resolution process
- Perform data validation during testing
- Migrate repository, universes & reports to test area
- Provide technical support to county testers
- Modify ETL to resolve test discrepancies
- Modify Business Objects universes to resolve test discrepancies

## County Deliverables
- Test Results Document

## Deloitte will assist the County with the following tasks:
- Assist in the development of the testing plan
- Assist with data validation, as directed by the County Project Manager

## Completion Criteria
- Review and acceptance of test results by Steering Committee

## *Support Production Loading*

In this task, production data will be loaded, the database will be optimized, and universes and

reports will be migrated to the production environment. Deloitte Consulting will assist the County to load the new data required for the Transition Phase, accommodating where possible the existing load/refresh processes implemented in the Pilot Phase.

### County Responsibilities
- Execute all ETL processes
- Validate selected data during load to confirm quality
- Optimize database to comply with query performance requirements established *in testing*
- Migrate repository, universes & reports to production environment
- Validate successful Transition Phase data load
- Review and handle error files
- Coordinate issue resolution with ETL and data loading process execution

### County Deliverables
- Completed Data Load

### Deloitte will assist the County with the following tasks:
- Assist with production loading process

### Completion Criteria
- Review and acceptance of Data Load

## Train Users

The County will develop the training materials and administer training on new reports to the County users as well as basic training to new users. This includes training on the end-user tool, Business Objects and training on the data in the warehouse. As directed by the County Project Manager, Deloitte Consulting will provide technical assistance during this task.

### County Responsibilities
- Develop Business Objects training materials
- Develop data training materials
- Schedule training courses
- Execute user training
- Evaluate user training
- Follow-up on issues encountered during user training
- Provide training facilities
- Actively attend training courses provided

### County Deliverables
- Training materials and courses (County responsibility)

### Deloitte will assist the County with the following tasks:
- Technical assistance to County, as directed by the County Project Manager

## Knowledge Transfer

As begun with the Pilot Phase, the development and implementation of SHARP Phase II will continue to be a partnership between the County and Deloitte Consulting. To that end, Deloitte Consulting will provide knowledge transfer process, which will support County staff as they work to independently continue the operation, maintenance and expansion of the data warehouse at the end of the implementation. Deloitte Consulting will continue the established collaborative mode, working side-by-side, on-site with the County staff. Additionally, Deloitte Consulting will provide input on the assigned County staff's ability to perform tasks related to the implementation of the data warehouse.

## *Key Assumptions*

The following are key assumptions for SHARP Transition Phase.

- The SHARP Transition Phase will begin immediately after completion of the SHARP Pilot Phase, or the County and Deloitte Project Managers will mutually agree upon a start date for the Transition Phase.
- The County will assume all responsibilities for SHARP Phase I maintenance and development as of July 9, 2001.
- The time period of Deloitte Consulting's involvement in Phase II will be from July 9th, 2001 to December, 22nd 2001
- The SHARP Transition Phase will be executed on time and material basis in accordance with the attached hourly rate fee schedule
- Deloitte Consulting and County project management will meet monthly during the Transition Phase to assess knowledge transfer activities and progress and to mutually determine Deloitte Consulting's continued involvement in the project.
- Deloitte Consulting will provide resources which will work at the direction of the County Project Manager
- The County will have responsibility for Project and Deliverable management
- Within Task III Deloitte Consulting has primary responsibility for the data architecture and design tasks. Deloitte will be in an assistance role in all other areas of Task III. Deloitte will prioritize its staff time on its primary responsibility and will allocate remainder of the hours as specified in the staff-loading chart to the assistance related tasks at the direction of the County Project Manager.

# Deloitte Consulting Pricing

Deloitte Consulting proposes the following hourly rate fee schedule for the SHARP
Transition Phase. The fee structure is based on an hourly rate by level as outlined in Table 1,
below. This rate is inclusive of all expenses associated with this effort. The cost of time and
materials associated with the level of effort described below will not exceed $685,000.

The County will be responsible for completion of the tasks, activities and deliverables
associated with this phase of the SHARP project (with the exception of task, activities and
deliverables associated with the data architecture and design tasks). Deloitte Consulting will
not be responsible for completion of specific deliverables but will assist the County in
completion of their deliverables as directed by the County Project Manager (with the
exception of task, activities and deliverables associated with the data architecture and design
tasks in Task III)

| Deloitte Consulting Level | Hourly Rate | Estimated Number of Hours |
|---|---|---|
| Partner | $ 296 | 64 |
| Senior Manager | $ 266 | 32 |
| Manager | $ 248 | 928 |
| Senior Consultant | $ 238 | 800 |
| Consultant | $ 177 | 0 |
| Systems Analyst | $ 152 | 1560 |

*Table 1, Deloitte Consulting Pricing for SHARP Transition Phase*

## Metadata Solution Set

As part of this scope of work Deloitte Consulting hereby grants the Human Services Agency,
San Mateo County, pursuant to Deloitte Consulting's standard metadata licensing agreement
a non exclusive, royalty free, world wide perpetual no transferable, license to use, reproduce,
distribute and modify the Deloitte Consulting Metadata Solution Set for HSAs internal
business use. All source code associated with the solution set is provided as to the County and
will remain with the County subsequent to any transition activities. Three days of support will
be provided as part of this engagement.

# COUNTY OF SAN MATEO

**Exhibit G**

## Equal Benefits Compliance Declaration Form

### I Vendor Identification

Name of Contractor: _Deloitte Consulting L.P._

Contact Person: _John F. Skowron_

Address: _1000 One PPG Place_

_Pittsburgh PA 15222_

Phone Number: _412-402-5228_ Fax Number: _412-402-5152_

### II Employees

Does the Contractor have any employees? _✓_ Yes ___ No

Does the Contractor provide benefits to spouses of employees? _✓_ Yes ___ No

*If the answer to one or both of the above is no, please skip to Section IV.*

### III Equal Benefits Compliance  (Check one)

☑ Yes, the Contractor complies by offering equal benefits, as defined by Chapter 2.93, to its employees with spouses and its employees with domestic partners.

☐ Yes, the Contractor complies by offering a cash equivalent payment to eligible employees in lieu of equal benefits.

☐ No, the Contractor does not comply.

☐ The Contractor is under a collective bargaining agreement which began on _____ (date) and expires on _____ (date).

### IV Declaration

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that I am authorized to bind this entity contractually.

Executed this _20th_ day of _July_, 20_01_ at _Pittsburgh_, _PA_.

_____  (City)                    (State)

_____
Signature

_John F. Skowron_
Name (Please Print)

_Principal_
Title

_13-5133500_
Contractor Tax Identification Number