

Ord No.: 0906-2022

**Information to be included in all Legislation Modifying Contracts:**

**The names of all companies bidding, or submitting an RFP or RFSQ, for the original contract.**

N/A

**The location by City and State of all companies bidding, or submitting an RFP or RFSQ, for the original contract.**

N/A

**The status, Majority, MBE, FBE, of all companies bidding, or submitting an RFP or RFSQ, for the original contract.**

N/A

**The name and location of the firm awarded the original contract and the Contract Number.**

Intelix Technologies, 70 University Ave #800, Toronto, ON M5J 2M4 - PO288361

**A description of work performed to date as part of the contract and a full description of work to be performed during any future phasing of the contract.**

Project Scope

In Phase 1 of the project, Intelix will support City of Columbus, OH on the transition from their current Intelix Platform to the latest v6 Intelix Platform. In Phase 2, Intelix will support the setup and configuration of Intelix applications in the new v6 Platform.

The full details of the Project Scope and Project Activities for both phases is outlined below in section 2.2 (“Phase 1 Project Activities – Database Migration”) and section 2.3 (“Phase 2 Project Activities – Application Configuration”).

Phase 1 Project Activities – Database Migration from v5 to v6

Intelix and Client will undertake the following activities in support of City of Columbus’ migration from the Intelix v5 platform to the v6 platform transition project.

Phase 2 Project Activities – Application Configuration

In Phase 2 of the project, Intelix and Client Project Managers will work together to mutually establish agreed project timelines. They will jointly coordinate and host a remote Project Kickoff meeting with members of both project teams.

Intelix will gather requirements as necessary, configure and setup the applications within the scope as defined below, provide training on each listed application, and support Client review before promotion to Production.

Due to the number of applications in this phase, it is expected that applications will be deployed in batches of 2-3 applications at a time. However, the deployment plan will be mutually confirmed during the project initiation activities for Phase 2.

The applications in scope for this project are:

- A. Communications Management
- B. Corrective Action Reporting
- C. Environmental Aspects & Impacts
- D. Legal and Other Requirements
- E. Meetings Management
- F. Monitoring & Measurement
- G. Permits Management
- H. Audit Management
- I. Document Control

Document Control v5 to v6 Migration:

- \*Intelex will provide support to the Client to setup Document Control on the test environment.
- \*A dry run of the migration will be completed on the Test environment.
- \*Errors will be reviewed and corrected by the Client on the production site, with support from Intelex.
- \*Once the errors are corrected, Intelex will take a backup copy of the client's Intelex Production database to update the existing Test environment.
- \*The migration will be re-run on the Test environment.
- \*User Acceptance Testing (UAT) will be conducted on the Test environment to ensure the migration was successful. These steps will be repeated until all errors have been resolved or reviewed (0 Errors).
- \*Document Control will then be installed on the Production environment and the migration will be run in Production.

Out of scope: Migration of any backend setup data (lifecycles, approval processes, numbering schemes, etc.) from V6 Document Control in the Test environment to V6 Document Control in the Production Environment.

Go Live Preparations and Transition

During this phase the Platform is readied for Production and preparations begin for transferring to the Client Support Department for ongoing Production support.

Phase 2 and Project Close Out

Client is provided transitional support after the System is launched (or accepted) in the Intelex hosted environment. The purpose of this final stage is to review the project and identify learnings that can be realized and applied to future rollouts.

Project Close-Out: Intellex will facilitate with the Client to review Phase 2 of the project and System adoption by client's users and outstanding implementation items, if any.

**An updated contract timeline to contract completion.**

Completion should in 2023.

**A description of any and all modifications to date including the amounts of each modification and the Contract Number associated with any modification to date. (List each modification separately)**

No other modifications have been used.

**A full description of the work to be performed as part of the proposed contract modification.**

The contract was set up to be completed in two phases. Phase I was the creation of a new platform and transferring our old platform data. There were several technical delays that took longer to work through than expected but has been completed. This has delayed Phase II which is the creation of individual applications within the software and transferring specific data to each application.

**If the contract modification was not anticipated and explained in the original contract legislation a full explanation as to the reasons the work could not have been anticipated is required.**

There were several technical delays implementing Phase I that took longer to work through than expected, but has been completed. This has delayed Phase II which is the creation of individual applications within the software and transferring specific data to each application.

**An explanation of why the work to be performed as part of the contract modification cannot be bid out.**

The work cannot be bid out because the work is exclusive to the company that owns the software the department uses. It was determined prior to this project, by evaluation of several other EMS software companies, that the Intellex company was the best option for Dept of Public Utilities to continue to use.

**A cost summary to include the original contract amount, the cost of each modification to date, the cost of the modification being requested in the legislation, the estimated cost of any future known modifications and a total estimate of the contract cost.**

Original: PO288361 \$52,095.00

Mod 1 : (pending)