PROPOSAL:

City of Columbus

Department of Technology

OnBase 18 Upgrade & OnBase Training

Submitted by,

3SG PLUS, LLC

January 28, 2019

STS: 533272-3 (Software) & 534577 (Professional Services)

January 28, 2019

Sonia Krammes
City of Columbus
Department of Technology
1111 E Broad St
Columbus OH 43215

RE: OnBase 18 Upgrade

Dear Ms. Krammes:

3SG PLUS started with a vision to help companies "go-digital" and ease their problems storing, locating, filing and retrieving paper, microfiche and microfilm documents. In an expansion, 3SG Plus began also implementing Enterprise Content Management (ECM), also known as Enterprise Document Management solutions. A few other services and technology solutions that 3SG PLUS offers are in the areas of Geographic Information System, Data Migration, and Project Management.

3SG PLUS caters to customers in a wide variety of markets including local, state, and federal government; Departments of Transportation in multiple states; Department of Defense; healthcare and senior living; higher education; corporate; and industrial. In Ohio, 3SG PLUS works extensively with the Franklin County, City of Columbus, and the Ohio Turnpike.

We look forward to working with your organization on this significant project.

Respectfully,

Nanda Nair

CEO

Table of Contents

Vendor Contact Information

Company Name: 3SG PLUS, LLC
Company Location: 8415 Pulsar Place | Suite 100 | Columbus, OH 43240

Company Point of Contact: Nathan Dilley
Phone Number: 614.839.0250
Email Address: ndilley@3SGPlus.com

Statement of Work

The following Statement of Work has been developed based on preliminary discussions with representatives of your organization. It should not be considered a "final" solution design but more so the framework of the solution overview. References to specific use cases, business rules, que names, tasks, document types and keywords should be considered examples at this time.

Upgrade Phase 1

1. Setup New DEV from PROD
    a. Setup new Web/App/Processing server for OnBase 18 DEV18 **– DOT Task**
    b. Setup new diskgroup shares for OnBase 18 DEV18 **– DOT Task**
    c. Create OnBase 18 DEV18 DB from PROD 18 DB (configuration migration) **– 3SGPlus Task**
    d. Install and configure OnBase 18 STA18 **– 3SGPlus Task**

2. Administrator Testing – PRIME3SG and DOT OnBase Administrator Task
    a. Solution testing **– 3SGPlus Task**
    b. Initial testing - **DOT OnBase Administrator task**

Upgrade Phase 2

1. Setup New STAGE from PROD
    a. Setup new Web/App/Processing server for OnBase 18 STA18 – **DOT Task**
    b. Setup new diskgroup shares for OnBase 18 STA18 – DOT Task
    c. Create OnBase 18 STA18 DB from PROD 18 DB (configuration migration) – **3SGPlus Task**
    d. Install and configure OnBase 18 STA18 – **3SGPlus**

2. Department Testing
    a. Install OnBase 18 Pre-Req to UAT PCs - **DOT Task**
    b. Setup OnBase 18 Unity Client in UAT PCs (A link form shared location) - **DOT Task**
    c. Department Testing - **DOT Task**

Upgrade Phase 3

1. Setup new processing servers for OnBase 18 – **DOT Task**
    a. Workflow
    b. Web/Application
    c. DIP/Sweep
    d. OCR
    e. Barcode
    f. Admin
2. Install and configure OnBase 18 components – **3SGPlus Task**
3. Bring OnBase 16 PROD down – **3SGPlus Task**
4. Backup OnBase PROD Database and Diskgroups – **DOT Task**
5. Install OnBase 18 Unity Clients (Uninstall OnBase 18 Unity Clients) to User PCs – **DOT Task**
6. Upgrade OnBase 16 PROD database schema to OnBase 18 – **3SGPlus Task**
7. Repoint DNS entry (obproduction.columbus.local) to new server – **DOT Task**
8. Bring OnBase 18 Live – **3SGPlus Task**
9. Decommission Old OnBase 16 servers – **DOT Task**

Assumptions

1. Both the 3SG Plus and Customer shall provide a Project Manager (PM) or Project Lead (PL) to oversee tasks assigned to their prospective resources to meet the scope of this SOW and timeline once established.
2. Configuration will be performed to the specifications of the documented and approved requirements design document. Should a significant change from the design/requirements agreed to or other unknown not previously communicated result in an additional effort of more than 1 hour it will require a change order for additional funding or scope deliverables are otherwise renegotiated.
3. 3SG+ assumes no additional OnBase software modules will be required. If there is any change to the design that requires additional OnBase modules it will be the Customer's responsibility to procure them with separate funding,
4. Customer team will provide their full participation to meet the timeline agreed to by all parties.
5. No configuration changes/ new solutions can be performed during update timeframe
6. There will no pending transfers between,
    a. DEV to STAGE
    b. STAGE to PROD
7. DEV, STAGE and PROD Accela configurations related OnBase integration will match before staring upgrade, , unless we upgrade the DEV and STAGE as is.
8. Ongoing solutions will be pushed to DEV->STAGE->PROD before upgrade, unless we upgrade the DEV and STAGE as is.
9. Department/ DOT is responsible to test the solutions in STAGE before upgrade the PROD.

Pricing

Professional Services Pricing – STS# 534577

3SG+ Professional Service Type	STS Product Code	STS Hourly Rate	Hours	Extended Cost
Project Management	6012	$146.29	15	$2,194.35
Solution Engineering	6015	$188.85	150	$28,327.50
Total Professional Services Cost				**$30,521.85**

OnBase Training Pricing

Course	Start Date	End Date	Location	Cost
System Administration – Online TRYSYS1-CO	TBD	TBD	Online	$2,720.40
System Administration – Online TRYSYS1-CO	TBD	TBD	Online	$2,720.40
Advanced System Administration – Online TRYSYS3-CO	TBD	TBD	Online	$2,720.40
			Total	**$8,161.20**

Cost Summary

3SG+ Cost Summary	Cost
OnBase 18 Upgrade	$30,521.85
OnBase Training Courses	$8,161.20
Total Professional Services Cost	**$38,683.05**

Payment terms are Net 30 days. `

Proposal Acceptance

City of Columbus Public Health Human Resources acknowledges that they have read and agree to the proposal as documented. Acceptance of this proposal is an agreement to pay the services as estimated and detailed above.

CITY OF COLUMBUS DEPARTMENT OF TECHNOLOGY

Approver/Title	Signature	Date Signed

3SG PLUS APPROVAL

Nanda Nair/President, CEO   1/28/2019

Approver/Title	Signature	Date Signed