

## Change Order No. 2

### **CHANGE ORDER NO. 2 to Contract No. 32-973-400-Z (“Contract”)**

Human Resources, Benefits, & Payroll Services Amended and Restated Contract No. 32-973-400-Z, as amended, dated as of August 11, 2009 with an effective date of December 8, 2009 by and between State of Florida – Department of Management Services (“Department”) and NorthgateArinso, Inc. (“NGA”) is hereby amended as follows:

#### **Changes to Contract No. 32-973-400-Z:**

- Addition of the requirements of this change order No. 2 (“Change Order”) to the existing deliverables of the Contract and its amendment.

#### **Changes to Deliverables:**

- NGA shall create a new 80 hour Fair Labor Standards Act (“FLSA”) period in People First, including updates to the timesheet and payroll process for this new period. The new FLSA period will require the creation of new rules and calculations across the People First system.
- Overview Complexities/Key Factors:
  - File001 enhancements - primary payroll process for Department
  - On-line changes to timesheet for appropriate entry and approvals
  - Data warehouse data loads and downstream reports
  - Partnership with Bureau of State Payroll (“BOSP”) and other pertinent entities
  - Security matrix review and role code validation for new work schedules

**The Change Order work details are as follows:**


| Phase                             | Tasks/Considerations  | Estimated Work Effort |
|-----------------------------------|---|-----------------------|
| Functional Design Document        | <ul style="list-style-type: none"> <li>• Create initial functional design documentation</li> <li>• Walkthrough with Department on resulting functional design documentation</li> <li>• Resolve any discrepancies on documentation and finalize for Department signature.</li> <li>• <i>Projected Resources: Payroll Functional Analyst, Time Functional Analyst, SAP Developer, Data Warehouse Developer, Project Oversight</i></li> </ul>  | 40 hours              |
| Development: Schema Configuration | <ul style="list-style-type: none"> <li>• Bi-weekly payroll rate calculations for the new work week, new work schedule rules configuration</li> <li>• Mid-period payroll rules configuration</li> <li>• Leave accrual rules for sick leave, annual leave, regular comp leave and special comp leave</li> <li>• Leave without pay Personnel Action Request (“PAR”) configuration changes</li> <li>• Overtime rules configuration</li> <li>• Flexible work schedule configuration</li> <li>• Unit testing of configuration changes</li> <li>• Support development changes for SAP and data warehouse</li> <li>• Support quality assurance and user acceptance</li> </ul> | 255 hours             |




Although the cost estimate is based upon estimated work effort, the total cost to the Department for this completed Change Order shall not exceed one hundred twenty thousand, two hundred and fifty dollars (\$120,250). Any reduction in the estimated aggregate work effort will result in corresponding savings to the Department.

Except as otherwise specifically provided herein, all other terms and conditions of the Contract remain unchanged. This Change Order shall constitute an integral part of the Contract following its execution and delivery.

IN WITNESS WHEREOF, the parties hereto have duly executed this Change Order effective as of the 3rd day of October, 2011.

Department \_\_\_\_\_  
By:   
Name: BRETT RAYMAN  
Title: CHIEF OF STAFF  
Date: 10/7 2011

NorthgateArinso, Inc.  
By:   
Name: Nathan R McCordle  
Title: CFO - North America  
Date: 3 October 2011