

## Proposal Letter

Mr. Jeff Bennyhoff  
City of Merced  
678 W 18<sup>th</sup> Street  
Merced, CA 95340

### **RE: ERP Project Services Proposal**

Dear Jeff:

Thank you for the opportunity to provide this proposal to the City of Merced (City) for project, change management and advisory services to implement the City's selected Enterprise Resource Planning (ERP) system. As you are aware, SDI Presence LLC (SDI) has a long history of providing services to the City and we look forward to continuing that relationship, based on the City's needs and requests.

With a 20-year corporate resume, SDI delivers IT consulting, project and change management, and hybrid infrastructure solutions to optimize our clients' technology environments. SDI is a certified Minority Business Enterprise (MBE) comprised of nearly 200 business and technology professionals, with each team member averaging more than 15 years of industry experience.

Since 1999, SDI's West Coast Division has worked with more than 180 state and local government agencies across eight states to complete complex Application Feasibility Studies and Procurements, Implementations, IT Assessments, IT Strategic Plans, GIS Strategic Plans, Network Assessments, IT Service Level Assessments, Policy and Procedure development and documentation, and Project Management Organization implementations.

### **Scope**

As requested by the City, SDI proposes to provide 1,250 hours of advisory, project and change management services on an as needed basis during implementation of the City's ERP system. SDI is committed to providing these services at our discounted rate during this multi-year implementation. SDI proposes to provide these services onsite every other week or as desired by the City.

### **Cost and Timeline**

Based on SDI's experience with similar projects, as well as our knowledge of the City's project, we estimate that implementation of the City's ERP system will require approximately fifty months to complete. While the project is anticipated to require fifty months to complete, SDI provides this proposal for services planned over the next three years. SDI is flexible and can

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adapt to changing requirements to ensure the City receives the services and support it desires during this implementation.

All the resources being proposed for this project will be billed at a discounted hourly rate of \$165 for a total consulting services with a not-to-exceed price of \$206,250. In addition, SDI estimates travel costs of \$45,000 for the three-year term. SDI only invoices for work performed and actual travel costs. The estimated not to exceed cost for this project is \$251,250.

**Our highly experienced team will ensure that the City receives outstanding and timely advisory, project and change management services. It is our distinct honor to continue partnering with the City as its trusted advisor. Please let me know if there are any questions or concerns that I can help address.**

Sincerely,



Scott Sanders, Delivery Executive  
SDI Presence, LLC