
TULSA COUNTY

PURCHASING
DEPARTMENT

MEMO

DATE: February 20, 2019

FROM: Megan L. Blackford
Assistant Purchasing Director



TO: Board of County Commissioners

SUBJECT: Agreement- The Persimmon Group LLC

Submitted for your approval and execution is the attached Agreement between the Board of County Commissioners and The Persimmon Group LLC for advisory and consulting services related to ERP software and technology platform.

Respectfully submitted for your approval and execution.

MLB / arh

ORIGINAL: Michael Willis, County Clerk, for the February 25, 2019 agenda.

The Persimmon Group LLC

918.592.4121 (office) 918.592.1655 (fax)

11 East 5th Street, Suite 300, Tulsa, Oklahoma 74103

www.ThePersimmonGroup.com

RFI and Vendor Selection Support

Solution Proposal for
Tulsa County

January 16, 2019



THE | PERSIMMON | GROUP

1 Overview

Tulsa County ("County") has determined a need to replace its ERP software and technology platform. To support the initiative to select its next ERP platform, the County has requested The Persimmon Group, LLC ("TPG") provide advisory and consulting services during the RFI Development and Vendor Selection efforts. TPG is responding to this request through the service detailed in this agreement.

2 Solutions & Services Details

Based upon discussions to date, TPG will support Tulsa County's RFI/RFP development and vendor selection efforts as follows:

Number	Objective
1	Review the RFI/RFP documents and provide the County with advisory input and feedback on the documents.
2	Participate in onsite vendor demonstrations to provide Tulsa County with an outside perspective and additional insights into the demonstrations.
3	Provide Tulsa County with input on vendor scoring and evaluations.
4	Attend Tulsa County Steering Committee meetings to provide guidance during vendor selection.

TPG will accomplish these objectives by providing Sr. Consultants and Advisors to support on a time and materials basis per the rates below, with a not-to-exceed (NTE) amount, for the four objectives. TPG's consultants will provide experience and perspectives in finance, human resources and HRIS, technology, and vendor management. They will provide feedback and guidance on key deliverables and activities as requested by Tulsa County as well as attend key Steering Committee meetings and the vendor demonstrations to provide input and guidance. Should TPG forecast that the efforts requested by the County will exceed the NTE amount, TPG notify the County and seek approval for the additional hours/costs prior to performing the work.

3 Assumptions

- Buy-in to objectives and goals occur at the leadership, team and individual contributor level.
- TPG resources will receive access to any necessary systems or information in a timely fashion.
- TPG team members will have access to the Tulsa County systems and network, as required to support the project.
- Tulsa County will provide meeting facilities and infrastructure as required or may elect to use TPG facilities dependent upon availability.

- TPG resources will not be onsite at the County for portions of this effort.
- All project documentation and deliverables will be provided in Microsoft Office formats.
- There is no travel outside the Tulsa metro area anticipated for this effort.
- TPG may reference Tulsa County as a customer.

4 Engagement Information

TPG anticipates, but is not limited to, utilization of the following roles/services in execution of this agreement:

Role/Service	2019 Rates	Tulsa County Rates
Partner	\$225 / hour	\$200 / hour
Sr. Consultant	\$200 / hour	\$180 / hour
Consultant	\$165 / hour	\$150 / hour
Associate	\$125 / hour	\$110 / hour

4.1 Investment Summary

TPG will provide the services in this agreement on a time and materials basis not-to-exceed \$55,000. TPG will bill monthly for hours worked based on the above hourly rates.

During the course of the project, should TPG determine that the total requested efforts are exceeding those originally estimated, TPG will notify the County and provide an updated estimate for approval prior to proceeding.

5 Billing Information

Terms for all invoices are net 30 days. Please provide the following Invoicing information:

Contact Name: Toni Kizer

Contact Phone Number: 918-596-5839

Billing Address: 500 S. Denver Ave. Tulsa, OK 74103

Contact email: tkizer@tulsacounty.org

5.1 Approval Sign-Off

Witness the signatures of the parties to this agreement:

John J. Miller
The Persimmon Group, LLC

2-20-2019
Date

Tulsa County

Date

Nolan M. Fields Jr. 2-20-19
APPROVED AS TO FORM
ASSISTANT DISTRICT ATTORNEY