10. Amendment of Contract with LJLewis, LLC for Senior Oracle Cloud Consultant ($200,000)

Action Item - 10

Title: Amendment of Contract with LJLewis, LLC for Senior Oracle Cloud Consultant ($200,000)

Board of Education Meeting Date: 4/24/2025

Action Under Consideration

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or their designee, to execute and perform an amendment of a contract, subject to funding, as follows:

With:

LJLewis, LLC

Purpose:
To engage a consultant to temporarily fill one of the two budgeted senior Finance Enterprise Resource Planning (ERP) support positions

Originally Authorized Start date: 10/2/2023

Originally Authorized End date: 6/28/2025

Amended Authorized End Date: 6/30/2026

Currently Authorized Compensation: $350,000

Additional Compensation by Contractor:
$200,000

Total new Compensation: $550,000

Location:
General Accounting (9070)

Description:
Why is this contract needed?
The Oracle Enterprise Resource Planning (ERP) Finance System by design has the system administration user support activities reside close to the business users. The purpose of this contract is to extend our relationship with this consultant to temporarily fill two budgeted senior Finance ERP support positions. The consultant has and will continue to put in place a structure, document the business processes and train internal resources to become self-sufficient without the continued need for external Oracle ERP experts. This is the best solution because there are presently no internal Finance resources with the Oracle Finance Cloud expertise at the level

needed to put the Finance Functional System Administration Unit in place. In addition, there are no available full-time equivalent (FTE) resources in Finance or Information Technology to do this body of work.

How will the success of this contract be measured?
All Oracle Fusion service requests will be tracked and fixes will be tested and implemented. An internal SDP Finance Functional Support Administrator position will be hired and trained to be self-sufficient (knowledge transfer). A new Finance Functional System Administration unit will be structured and business processes documented.

If this is the continuation of a contract, how has success been measured in the past, and what specific information do we have to show that it was successful?
Required support needed for HCM Payroll Go Live was met. This support included configuring and testing the general ledger costing configuration, payment and cash management cash reconciliation and payroll reconciliations. Included with this support was the building of custom reports. In addition to HCM Payroll Go Live support, the consultant also provided support for travel and expense reimbursement module Go Live, Fixed Assets and Personal Property Inventory and other help with set-up and configuration within Oracle.

Related resolution(s)/action item(s)
September 21, 2023; 26
March 28, 2024; 10

Funding Source(s)
FY25-26 Operating

Office Originating Request:
Finance

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Funding Source(s)
FY25-26 Operating

Office Originating Request:
Finance