

**JEFFERY S. BURGH**  
**AUDITOR-CONTROLLER**

COUNTY OF VENTURA  
800 SOUTH VICTORIA AVE.  
VENTURA, CA 93009-1540



**ASSISTANT**  
**AUDITOR-CONTROLLER**  
MICHELLE YAMAGUCHI

**CHIEF DEPUTIES**  
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JASON McGUIRE  
KATHLEEN O'KEEFE  
RICHARD WHOBREY

January 28, 2025

County of Ventura Board of Supervisors

**SUBJECT: Approval of, and Authorization for the Purchasing Agent to Execute Change Order No.1 to the CGI Advantage Cloud Agreement with CGI Technologies and Solutions Inc. for the Upgrade of the Ventura County Financial Management System (VCFMS) increasing the Contract Amount by \$560,351, and correcting the Cloud Services Fee for a total contract amount of \$17,880,951 and extending the Contract End Date to November 30, 2033; Ratification of the Auditor-Controller's Authorization for CGI to Perform Services before the Execution of the Change Order; Authorization for the Purchasing Agent to Approve Future Change Orders provided funding is available and such change orders are approved as to form by County Counsel; Authorization for the Auditor-Controller to Process the Necessary Accounting Transactions (Recommendation #4 REQUIRES 4/5ths VOTE)**

**RECOMMENDATIONS:**

1. Approval of, and Authorization for the Purchasing Agent to Execute Change Order No.1 to the CGI Advantage Cloud Agreement with CGI Technologies and Solutions Inc.
2. Ratify the Auditor-Controller's Authorization to perform services before the execution of the change order.
3. Authorize the Purchasing Agent to approve future change orders provided funding is available and such change orders are approved as to form by County Counsel
4. Authorize the Auditor-Controller to process the necessary accounting transactions to transfer appropriations as follows (requires 4/5ths vote):

INCREASE	DIV 1580	VCFMS Upgrade (4712)	\$260,351
DECREASE	G001	General Fund, Fund Balance -	\$260,351
		Assigned to Program Mitigation	

**FISCAL IMPACT:**

Mandatory: No  
Source of Funding: General Fund  
Funding Match Required: No  
Impact on Other Departments: None

**Summary of Revenue and Costs**

	FY 2024-25	FY 2024-25 Through FY34
Revenue	\$0	\$0
Direct Costs	\$560,351	\$11,930,400
Indirect Costs	\$0	\$0
Net Cost	\$560,351	\$11,930,400

FY 2024-25 Budget Projection for Auditor-Controller's Office - Division 1580				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings (Deficit)
Appropriations	\$ 1,518,000	\$ 1,518,000	\$ 1,518,000	\$0
Revenues	-0-	-0-	-0-	\$0
Net Cost	\$ 1,518,000	\$ 1,518,000	\$ 1,518,000	\$0

**STRATEGIC PLAN PRIORITY:**

The items presented in this Board letter support making responsible and efficient use of public funds and promote economic stability and growth during a changing economy.

**DISCUSSION:**

On July 11, 2023, your Board approved the upgrade of the Ventura County Financial Management System (VCFMS) for a total project cost of \$17,610,600, which included the upgrade on a fixed price deliverable basis at \$5,390,200, 10 years of Cloud Subscription Services at \$11,920,400 and a project contingency amount of \$300,000 (approximately 9 percent of Advantage 4 Implementation Services). Implementation Services included in the CGI contract covered a project period of approximately 12 months with a proposed go-live date of July 15, 2024, followed by 2 months of post implementation support. This go-live date was later adjusted to September 23, 2024, based on the Project's kick-off date. Unforeseen staffing issues caused challenges in completing critical tasks and the go-live date was extended to December 9, 2024, resulting in additional project costs of \$560,351. After a successful December go-live, VCFMS Advantage 4 has now been in operation for over a month. Due to the demands of the Project, needed consultation with CGI and

Honorable Board of Supervisors  
January 28, 2025  
Page 3

holiday scheduling, we were unable to present to your Board prior to go-live and are requesting your Board's ratification of Change Order No. 1. After application of the \$300,000 project contingency, Change Order No. 1 requires additional project funding of \$260,351. The change order also adjusts software maintenance costs for the prior (Advantage 3) system, corrects the Total Cloud Services Fee to reflect \$11,930,400, and extends the Cloud Services Period an additional 5 months from June 30, 2033, to November 30, 2033.

This letter has been reviewed by the County Executive Office, County Counsel, and the General Services Agency. If you have any questions, please do not hesitate to call me at (805) 654-3151.

Sincerely,



JEFFERY S. BURGH  
Auditor-Controller

Attachments:

Exhibit 1 – Change Order No.1

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