



CITY OF KEY WEST FLORIDA



ORACLE | Partner

Implementation Services for **ORACLE HCM CLOUD SOFTWARE** Recruiting, Onboarding, and Self-Service

Presented by FourthSquare

December 6, 2023



Company Overview

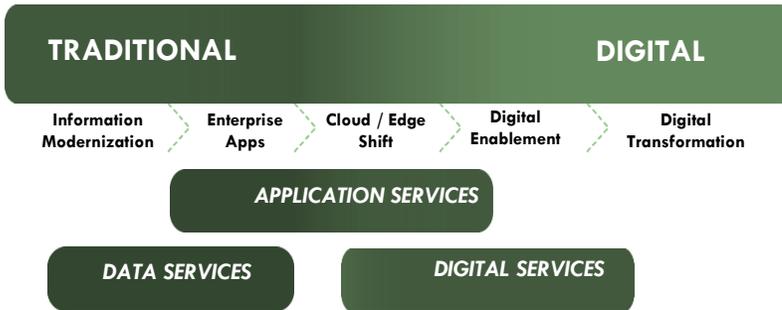
- Why FourthSquare?
- Boutique Global Company
- Service Offerings
- Partial Customer List
- Oracle Cloud for Public Sector Customers



FourthSquare – Boutique Global Company

“A trusted, reliable and flexible IT consulting firm built around core values and culture. Our passion at FourthSquare is to build a great company to serve our clients 360° needs while creating value in everything we do.”

Helping Customer in their Digital Journey



Business Highlights

- **Global:** Global Boutique Partner; Multiple Partnerships
- **Customer Focus:** Global Customers & Global Delivery Model
- **Referenceable:** 100% referenceable customers; repeat customers
- **Public Sector:** 50% of the deals coming from Public Sector with 100+ opportunities
- **Offerings:** Applications, Infrastructure, Data and Digital
- **Team:** Pyramid Model; Pre-Sales ready for all towers; 100+ Consultants on projects
- **Industry:** Public Sector, Manufacturing, Healthcare, Retail, Finance and Utilities
- **DNA:** 360° View, Flexible, Integrity, Trust, cultural alignment
- **Business Advantage:** Minority Owned; WBE and VBE potential;
- **Community Development:** FourthSquare **C.A.R.E.S;** **Hiring our Heroes**




Successful
IT Consulting Company


Consistent
Revenue Growth &
Profitability


Proven
7 Year Track Record

3X
Projected
Revenue in
2023

FourthSquare By the Numbers (all customers)

				
Enterprise Clients Served	Enterprise Application Projects	Cloud Implementation Worldwide	Application Managed Services	Years of Service
110+	320+	40+	25+	7

Global Footprint



USA



India



Costa Rica



UAE



Canada

Our Service Offerings

Service Towers

- Oracle Fusion Cloud
- Oracle EBS
- PeopleSoft
- JDE
- Hyperion / EPM
- Salesforce

Applications



- Cloud: OCI, Azure, AWS
- Exadata (CS), PCA, PCCS
- Platform, OIC
- Migrations
- Integrations
- Security
- Networking

Infrastructure



- BI & Analytics
- Datawarehouse Solutions
- Data Lakes
- Data Science
- OBI, OAS, ADW, OAC
- Tableau, Power BI
- Snowflake

Data



- UI/UX
- Mobile Applications
- Application Modernization
- Devops; Securities
- Testing Services
- IoT, Blockchain and Bots
- Automation, AI and ML

Digital



Shared Services

- Management Consulting
- ERP Assessments
- Project Management
- Change Management

Advisory



- Application Services
- Cloud Services
- Database Services
- Hybrid (Extended) Services

Managed Services



- Innovation Center
- R&D and Accelerators
- New Release Readiness
- POCs and Demos

Centre of Excellence



- Strategic Staffing
- Contract Staffing
- Contract to Hire
- Onsite/Offshore

Talent



Oracle Fusion Cloud Apps Capabilities

Financial

- Financials CS
- Accounting Hub
- Revenue Management CS
- Project Financial Management
- Project Portfolio Management
- Grants
- Invoice Scanning

SCM

- Procurement & Contracts
- Supplier Portal
- Order Management
- Cost Management
- Inventory & Manufacturing
- VCP, VCE, OTM, Demantra
- Product Data Management

HCM

- Core HR, Benefits, Absence
- Talent Acquisition
- Payroll & Time and Labor
- Talent Management
- Workforce Compensation
- Workforce Planning
- Helpdesk & Health & Safety

EPM

- Planning and Budgeting
- Enterprise Data Management
- Performance Reporting
- Enterprise Planning
- Financial Consolidation and close
- Account Reconciliation
- Workforce Planning

Advisory and Assessment

Rapid Implementation, Starter Packages, Innovations

Managed Services

Analytics

Relevant Customer List

Customers with Oracle HCM Solution



Public Sector Customers



Partial Customer List

Manufacturing

Financial

Public Sector

Education

Healthcare

Energy

Telecom

Technology

Other

Partners

Growing community of State, Local & K12 Districts

22
state & state agencies

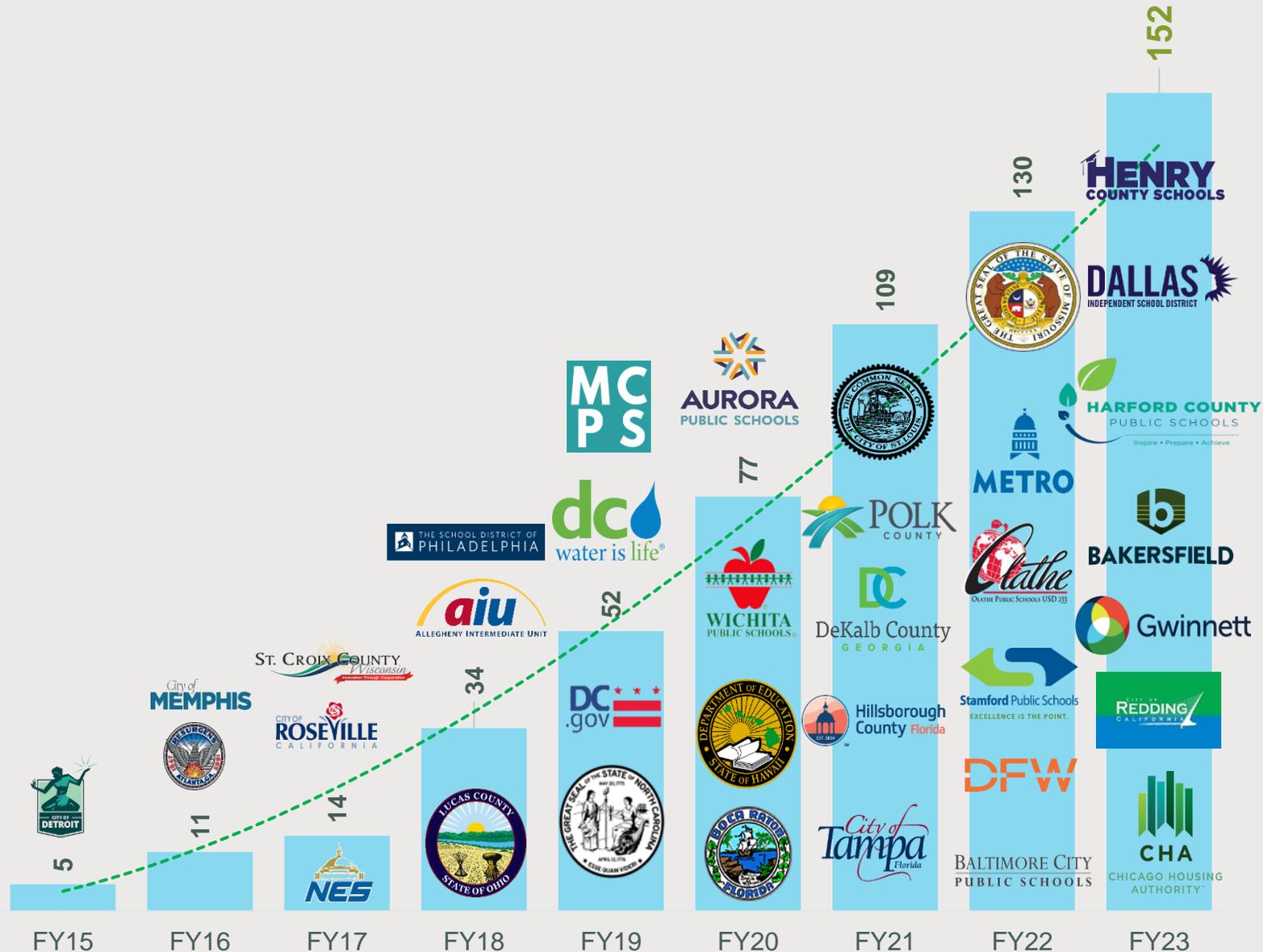
24
k-12 school districts

104
local governments

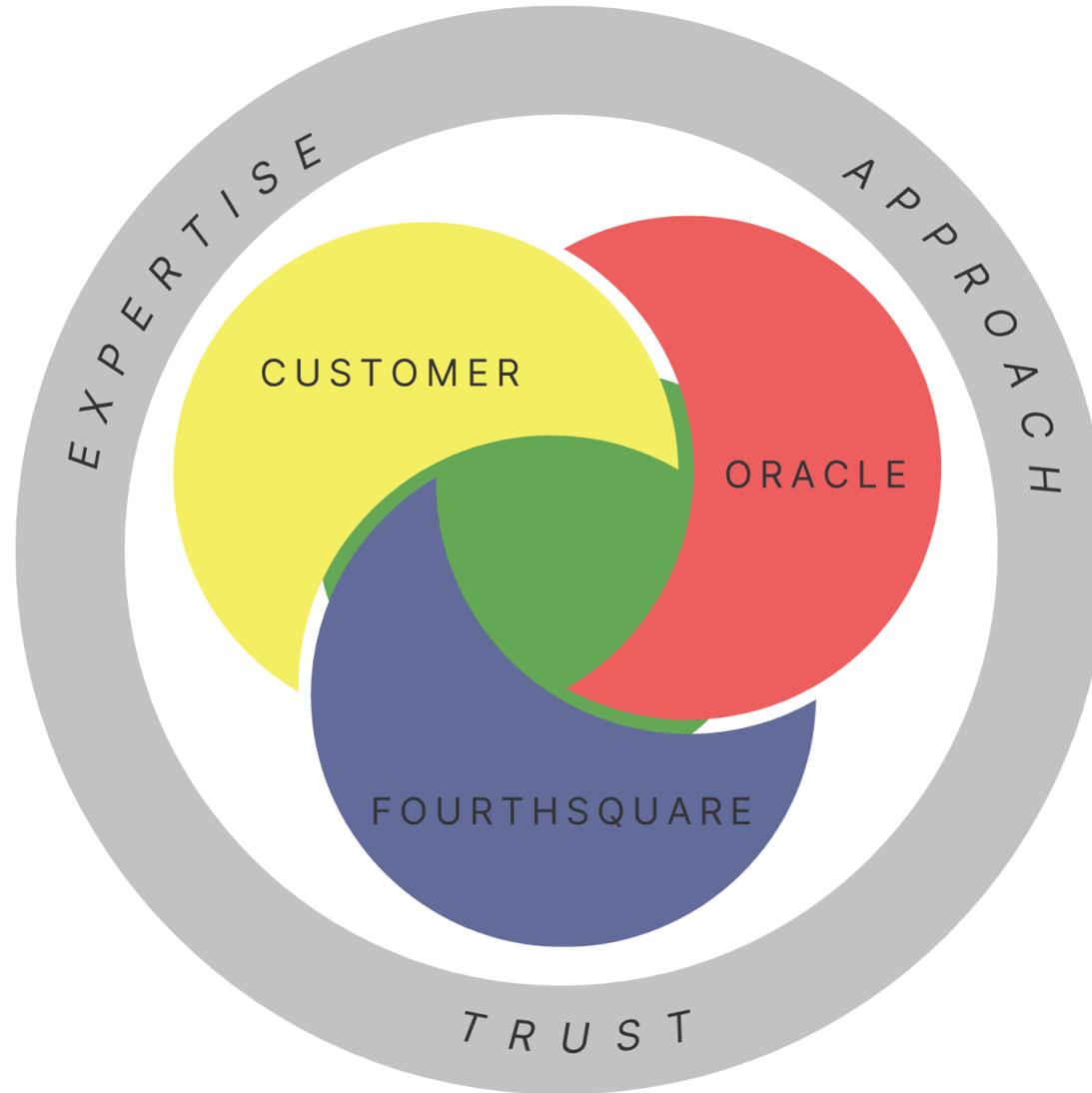
150+
public sector customers

Oracle has 45+ years of helping customers manage the world's most important data

> 400K customers trust Oracle to help run their businesses



Why FourthSquare?





Implementation Approach

- Implementation Approach
- Project Scope Footprint
- Project Scope Details
- Proposed Timeline

Project Overview

The city of Key West is seeking a modern integrated secure HCM Software which will resolve the current recruiting, onboarding and core HR limitations and challenges. Key West desires a single solution that meets the needs of a variety of departments and operational needs to streamline data entry, workflow, reporting, and process completion. It need to address disparate systems that do not synchronize data, align workflows, and result in silos of data making reporting difficult. The city is looking to decrease administrative and clerical work while ensuring accurate and timely hiring, onboarding, and pay.

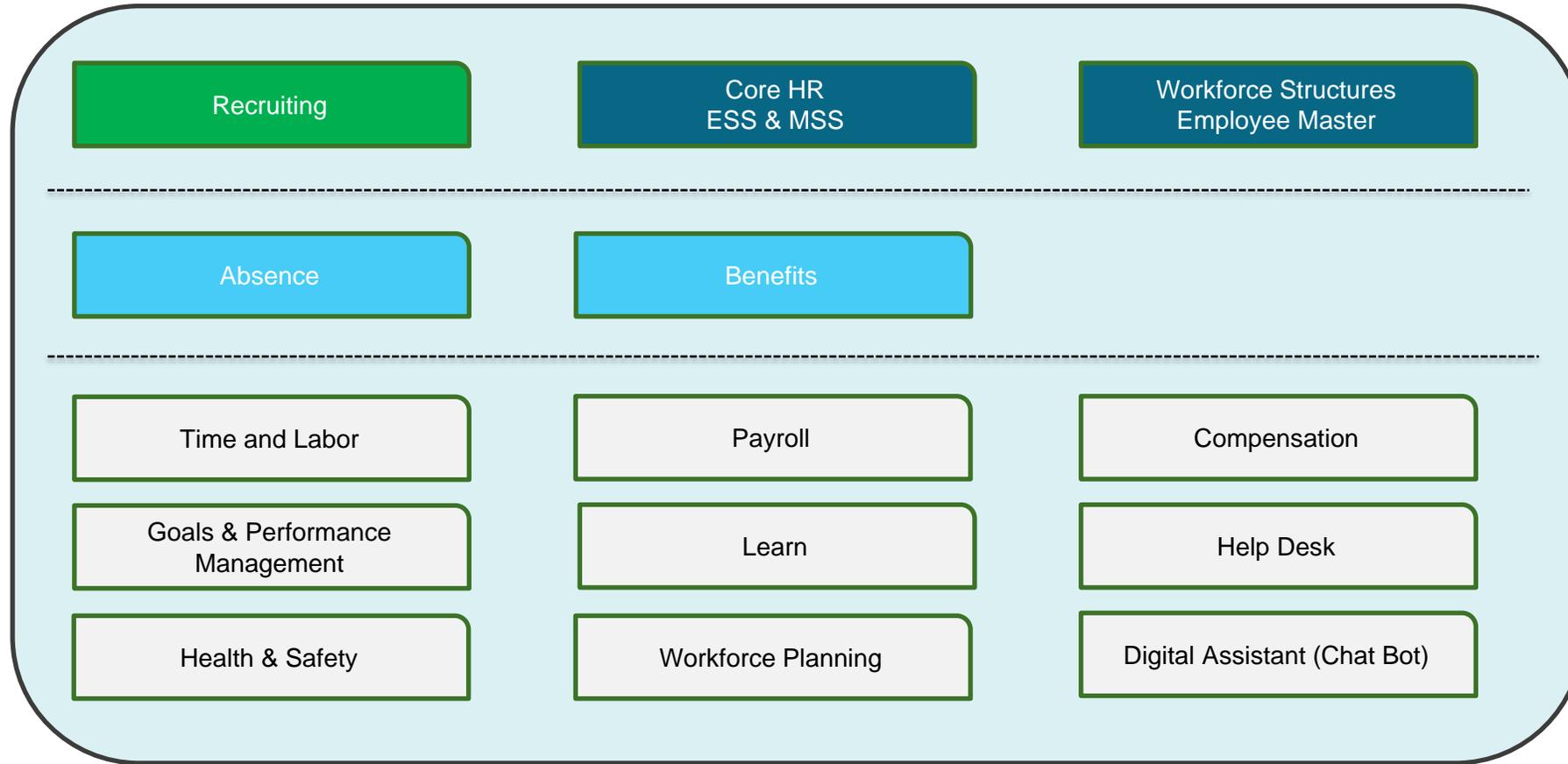
Required Functionality:

- Implement Oracle Recruiting and Onboarding
- Implement Oracle HCM Cloud foundation
 - Migrate initial HR workforce structure data
 - Integrate with Core HR data with exiting HR system (CentralSquare)
- CentralSquare is currently used for HR & Payroll functions

Proposed landscape:

- Oracle Fusion HCM Cloud foundation with Recruiting and Onboarding solution

HCM Cloud Scope (Proposed Option)



-  Implement full functionality
-  Implement Base functionality (HCM Foundation)
-  Included in the base license – not in scope
-  Additional HCM Cloud modules - included for reference – not in scope

Detailed Project Scope

Scope Details	
Technology	<ul style="list-style-type: none"> Oracle Cloud HCM Applications (Core HR Foundation & Oracle Recruiting Cloud)
Languages	<ul style="list-style-type: none"> Implementation will be in English
Geographies	<ul style="list-style-type: none"> City of Key West
Technical Scope	<ul style="list-style-type: none"> Oracle Integration with existing ERP system for HR records Out of the box reporting; 5 Custom Reports included in the estimate SSO & Multi-Factor Authentication
Project Management	<ul style="list-style-type: none"> Complete project management setup and governance for a successful project Change Management Advisory (Optional)
Testing	<ul style="list-style-type: none"> 3 rounds of Application Testing; CRP, IAT, UAT
Training	<ul style="list-style-type: none"> Train-the-Trainer
Environment	<ul style="list-style-type: none"> Environment Strategy and Plan
Security	<ul style="list-style-type: none"> Security Design; Role based user security configuration
Support	<ul style="list-style-type: none"> 3-Month support included

Proposed Timeline

Project Timeline																							
	Weeks =>																				M1	M2	M3
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20			
Define																							
Project Planning & Change Management																							
Review Current Business Processes, Design and Data																							
Map delivered Business Process Models to Client processes																							
Configure PILOT environment																							
PILOT - Solution Confirmation																							
Solution Design Sign-Off																							
Build																							
Data Mapping & Integrations																							
Reports Development																							
Create Test Scripts																							
Configure IAT Environment																							
Iterative Application Testing (IAT)																							
Application Config Reviews & sign-off																							
Training Content Development																							
Validate																							
Train-the Trainer (TTT)																							
End User Training																							
Configure UAT																							
User Acceptance Testing (UAT)																							
Issue Resolution & Go-NOGO																							
Transition																							
Support Plan & Confirm																							
Transition Plan & Confirm																							
Cutover Execution																							
Go-Live & Hyper Care																							
Realization																							
Improvements & Ongoing Support Plan																							
Lessons Learnt & Project Close																							



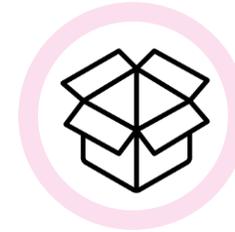
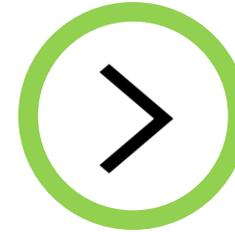
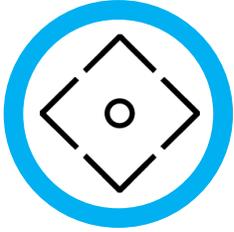
Implementation Methodology

- Accelerated Cloud
- Implementation Starter Pack
- Traceability Matrix
- QA Approach & Iterative Application Testing
- Cloud Success Mantra



Implementation Methodology

Accelerated Cloud (aligned to OUM)



DEFINE

- Project & Change Management
- Governance Structure
- Requirements Mapping
- **Conference Room Pilot (CRP)**
- Data Conversion Design
- Integration & Reports Design
- Solution Design

BUILD

- Data Conversion Mapping
- Tech Development
- Security Definitions
- **Build Test Scripts**
- **Iterative Application Testing**
- Training Development
- Support Plan

VERIFY

- Confirm Configurations
- Validate Conversions
- **Train-the Trainer**
- **End User Training**
- **User Testing (UAT)**
- Parallel Test (if applicable)
- Readiness Matrix (OCM)

TRANSITION

- Finalize Support Plan
- Transition Plan
- Finalize Cutover Plan
- **Cutover Execution**
- **Controlled Entry**
- Go – Live
- Hypercare Support

REALIZATION

- Resolve Go-Live issues
- Setup support organization
- Provide support to users
- Document lessons learned
- Identify areas of improvement
- Ongoing Support
- Close project

Project Management

Knowledge Transfer

Change Management

Implementation Methodology

Implementation Starter Pack

Accelerated Delivery with Starter Pack

Best Practices based Process maps

Process Workshop Questionnaire

Data Conversion Templates

Reports Repository & pre-built Dashboards

Integration Designs & Connectors

Configuration workbooks for all functional areas

Test Scenarios & Scripts

Change Management & Training Strategy

Application Administration & Support Plan

Release Cycles & Ongoing Maintenance

FourthSquare - Oracle SaaS CoE & Labs

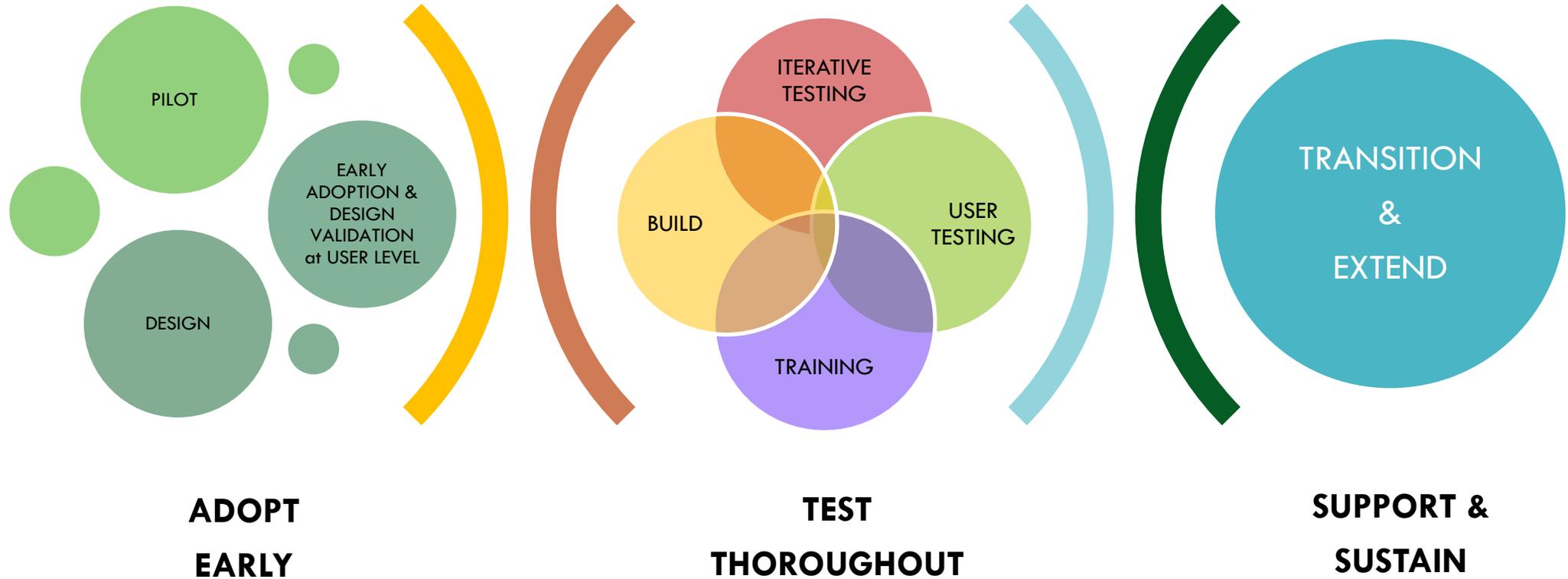
State of the Art labs
Oracle Demo Instances

R&D Focus on Accelerators
New release readiness

SaaS Implementation Certifications
Customer focused use cases & demos

Implementation Methodology

Cloud Implementation Success Mantra





Project Governance

- Project Team
- Organization Structure
- Project Meeting Cadence
- Resource Allocation



Project Governance

Organization Structure (Example)

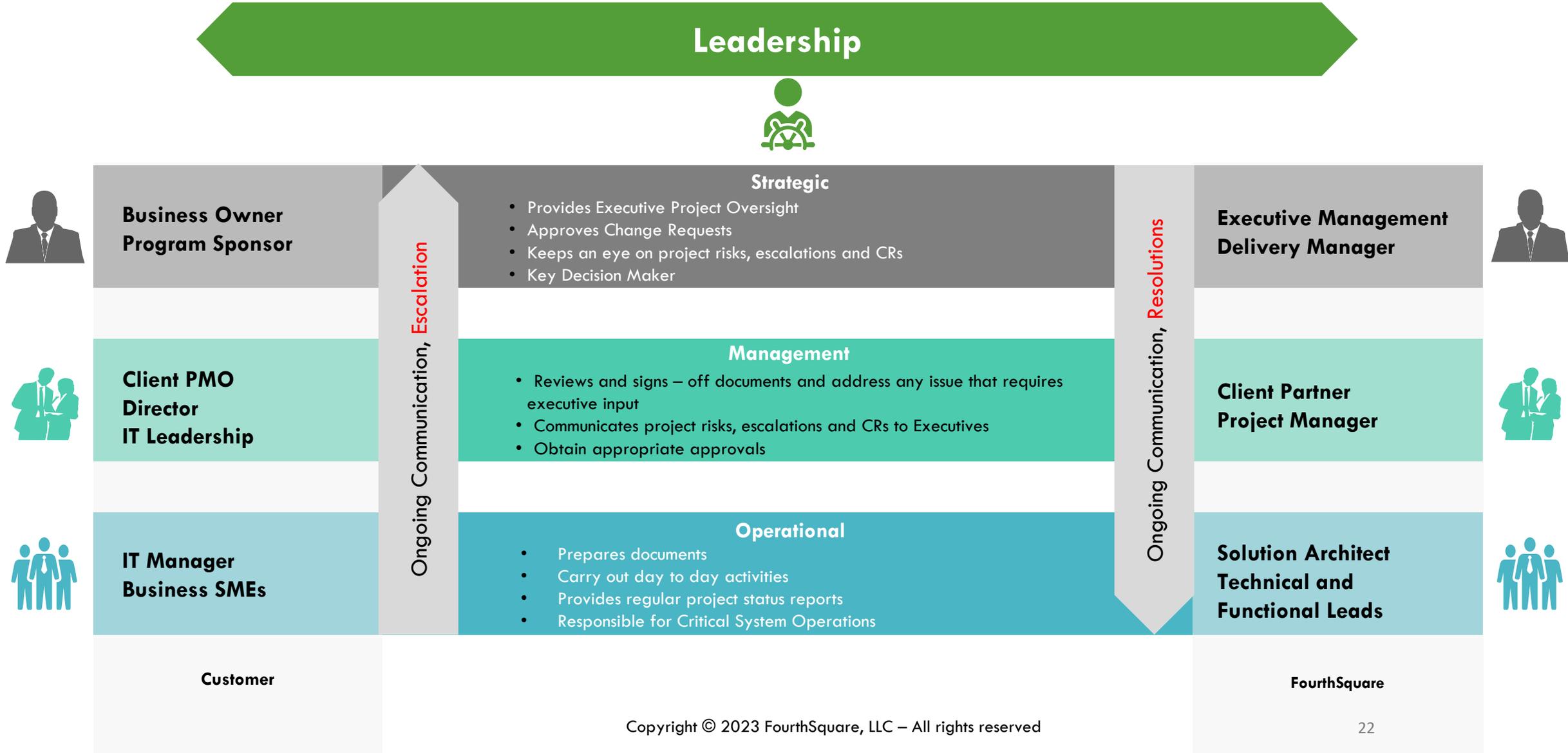


	Customer
	FourthSquare

- ❖ Typical FourthSquare project teams include the following resources; based on the scope of the project: Project Manager, Application Leads, Application Generalists, Technical Development, Change Management
- ❖ Detailed Org structure and resource plan will be determined during Define Phase

Project Governance

Reporting & Escalation Methodology



Project Governance

Project Meeting Cadence (Recommended)

Communication	Frequency	Audience
Steering Committee Meetings	Monthly (or more frequently as needed)	Steering Committee
Project Progress Meeting – Executive Summary – Status Reports (roll-ups) – Key Issues, Challenges & Decisions	Weekly	PMO, Key Stakeholders
Issues & Decisions Review Meeting	Weekly	SMEs, SAs, BAs, FourthSquare Team
Stand-up Project Meetings	Daily (build phase or later)	SMEs, SAs, BAs, FourthSquare Team
Project Management Plan	Daily	PMO
TEAMS Project Site Updates	Daily	All Project participants
Ad-Hoc Meetings (e.g., particular workstream or an issue resolution)	On-Demand	On-Demand

Note: Meeting minutes will be stored in TEAMS Project Site

Project Governance

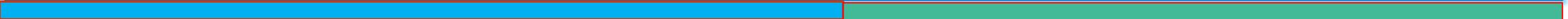
Project Deliverables (Typical – all may not apply)

 Customer
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PROJECT MANAGEMENT

- Project Charter
- Project Plan
- Project Onboarding Document
- Project Governance and Org Structure
- Communication Plan
- Issue and Risk Log
- Organization Change Readiness Matrix
- Ongoing Operational Support Plan and Strategy.
- Cutover Plan and Cutover Strategy Checklist



DEFINE

- Data Conversion Design
- Integration Design
- Reporting Design
- Security Design
- Environment Plan
- Solution Design Document
- Design Sign-Off

BUILD / VERIFY

- Data Conversion Templates
- Integration and Customization Design Doc
- Reports Technical Design document
- Test Scripts
- Functional Configuration Documents
- Training Content
- IAT Sign-Off
- UAT Sign-Off

DEPLOY

- Cutover Approach Documents
- Go Live / Soft Go-Live
- Postproduction Support Plan

CHANGE MANAGEMENT

- Change Management Strategy
- Change Management Plan
- Communication Plan





Project Cost

- Cost Estimate
- Assumptions

Cost Estimate



Project Summary:

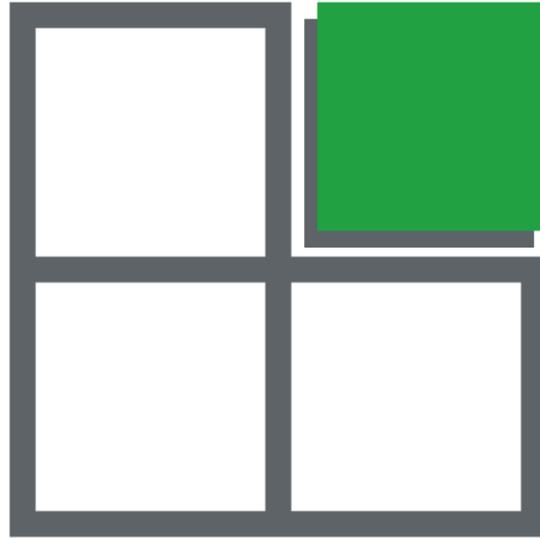
- Implement Oracle Recruiting Cloud (ORC) with Core HCM Cloud foundation
- Convert and sync data with current ERP/HCM solution (CentralSquare)
- Time to Implement: 4.5 months plus 3-month support

Cost Estimate:

- Implementation Cost of the project including Support for the timeline: \$228,998

Key Assumptions:

- Project will be delivered on a Fixed fee basis
- FourthSquare will provide a project manager for end-to-end execution
- Certified and qualified resources with suitable experience will be assigned



FourthSquare

Boutique Global Company
Irving TX