Response to RFP P16-02: Budget Software

Cyber Solutions LLC

This proposal is written in response to Larimer County Colorado's requirement towards revamping their current Budgeting system. This proposal addresses all of the general and specific requirements of the County as stated in the RFP and details the proposed solution, the implementation methodology, timeline and estimated implementation costs.

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5/24/2016

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SECTION 1

1. General Background:

Cyber Solutions LLC is pleased to submit this proposal for implementation and support of Larimer County's Budgeting System, to support the County in achieving its objective for a new enhanced budgeting system.

Cyber Solutions LLC is a strategic project consulting company and an IBM Business Partner, providing resources and applying its expertise to meet the client requirements in the rapidly evolving, Information Technology world. Cyber Solutions is a 100% Minority Women owned and CT State registered small business providing implementation services in the areas of financial and operational performance management, process streamlining and technology strategy consulting. We are a state certified minority organization.

Cyber Solutions LLC's executives have extensive vertical experience and a proven track record of implementing multi-million dollar global projects ranging up to a 100M. The team possesses a diverse knowledge and technology experience of working within many different industrial domains in North America, Europe and Asia Pacific.

We typically act as managed service partners for clients in implementing efficient optimization solutions while keeping our clients' best interest in mind. We operate under a unique "Just in Time" model, where we engage our experienced integrators and resources with appropriate skill set needed for the proposed solution. This approach allows us to keep our client's needs at a higher priority throughout the implementation process. This also allows us to engage resources locally where the client is based geographically. Upon selecting the appropriate solution match for the client's problem statement, we integrate with the software vendor and acquire fresh talent from the regional network required for the specific project. This methodology enables us to hire best resources with domain specific experience and allows us to keep our costs low while not compromising the client's needs. All our resources go through background check which can be shared with the clients.

Our approach to any project involves taking a wholesome look at the project objectives and its dependencies, so our proposed solution helps the client for long term rather than short term. Our recommended solution typically ties to project implementation, seamless integration and gaining operational efficiencies.

Specific to this RFP:

As strategy consultants what we do best is evaluate our client's requirements to match them with the best solution in the market. Therefore, we have gone through a complete Budgeting System software evaluation matrix analyzing Larimer County's requirements against the IBM Planning Analytics Self Service (PASS) system, which we believe to be the best match and have proposed here. We are proud about the due diligence applied to our analysis of the proposed solution and are confident that it is the best match for the County's needs and requirements.

1.1 Business name, address of its principal place of business:

CYBER SOLUTIONS LLC, 4 RESEARCH DRIVE, SHELTON, CT 06484

CT STATE REGISTRATION #: 0857380

1.2 Contact for purposes of this proposal:

KAVETHA VELAVAN, PRESIDENT;

KVELAVAN@CYBERSOLUTIONSLLC.COM; www.cybersolutionsllc.com; (203) 242 3134

2. Need Statement & Proposal:

The Larimer County of Colorado (hereinafter referred to as the "County") is seeking proposals from qualified firms offering Budgeting System software implementation services to enter into a contract with the County. This product will replace the County's current system.

The goals and objectives of the Budgeting System implementation project are:

- Procure a Budgeting System that adequately supports the evolved state of Larimer County budgeting processes and to sunset the existing system.
- To provide a user-friendly dashboard and self-service reporting abilities for departments and staff.
- To enable enhanced reporting & report books functionality.
- To enable accurate and consistent long-term forecasting and performance management, as well reduce the manual processes and reliance on ancillary systems through this budgeting system for a low total cost of ownership.

The primary objectives of the proposed engagement that this proposal aims to achieve:

- Meet the General Requirements put forth by the County.
- Create Key Performance Indicators for the County.
- Develop Reporting & Dashboards as deemed necessary by the County in its RFP.
- Propose a high level System Administration plan.
- Detail a Change & Process Management Plan for implementation and go-live.
- Detail how this system supports the steps of budgeting phases put forth by the County in its RFP.
- Propose implementation plan for Mobile Devices.
- Detail integration plan with ancillary systems such as financials, Payroll etc.
- Detail how the proposal meets the Application System Requirements put forth by the County in its RFP.
- Elaborate on Service Reliability and Data Recovery plans for the proposed solution.
- Elaborate on Customer Support and warranty period for the proposed solution.
- Detail the Security plan for the proposed solution.
- Detailed Data Migration and Integration plan.
- Define the project framework and methodology to be used for the software Implementation Services along with metrics reporting, Change & process management plan.
- Address Program Documentation and Training Plan.

2.1 Proposed Solution: IBM Planning Analytics Self Service (PASS)

Technology and Business Innovation:

IBM Planning Analytics Self Service System is a cloud based software system (SAAS) that regulates the planning & budgeting tasks of your business.

IBM Planning Analytics Self Service (PASS) System: Features

See what's ahead Planning without analytics is planning without insight. Stop analyzing the wake behind you and see where you're headed.	Find the answers Know, with confidence, what drives positive results in your planning, budgeting and forecasting.
Your spreadsheets to the cloud You can keep using your Microsoft Excel expertise with our cloud-based solution. They complement each other.	Take the helm Start acting on it. This Finance-owned, self-service planning solution gives your team the tools they need to steer your organization in the right direction.

2.2 What it can do for your business

When it comes to cloud planning and analytics, don't compromise. IBM Planning Analytics goes beyond simply automating your planning, budgeting and forecasting processes. It provides self-service analytics to all of your business users through an innovative planning workspace that empowers business users to seek better business results. It delivers insights automatically from your data and helps you pull ahead of competitors and stay agile for the changes ahead.

SECTION 2

3. General Questions as set forth by the County:

Larimer County is seeking to replace its current Budgeting System, with off-the-shelf, web-based software with additional reporting features.

a) Cyber Solutions level and type of experience with State/ Local government implementations:

Cyber Solutions is in the business of technology implementation since 2013 and possesses experience working with state regulated and local government organizations on various contracts as detailed below:

- University of Connecticut – Maintenance Management System (In progress)
- City of Waterbury – Resourcing Contract
- City of Haddam – Review of IBM Planning Analytics (PASS) as a beta
- CT State - Reviewing IBM Planning Analytics (PASS) as part of statewide Common Chart of Accounts proposal.
- United Illuminating Electric Company– Implemented IBM Planning Analytics
- Southern Connecticut Gas– Implemented IBM Planning Analytics
- Connecticut Natural Gas– Implemented IBM Planning Analytics
- Berkshire gas (Massachusetts) – Implemented IBM Planning Analytics

Between 2013 and late 2015 we were occupied with the above budgeting system implementation efforts and currently looking to doing more work with local government for the same budgeting system. The electric and gas companies though not local government , their budgeting processes are heavily regulated by the PURA and state policies due to the dedicated customer zones that they get from the government.

b) System Hosting Options:

The IBM Planning Analytics Self Service System is a completely web based hosted system that can be implemented safe and fast.

IBM Planning Analytics provides the following features:

- **Flexible and scalable:** IBM Planning Analytics can be leveraged by an individual, team, department or across the enterprise. Size or budget shouldn't force you to settle for anything less.
- **The IBM cloud advantage:** With IBM, you get a complete cloud solution with a streamlined and integrated user experience. IBM provides the entire solution experience for you – from IBM cloud data centers, to cloud operations to the solution itself.
- **Security:** IBM follows the most demanding security protocols and standards in the industry for both corporations and federal and local governments to protect your data. It's Integrated, Streamlined, and Secure. IBM respects your data and earns your trust.

We know how important deployment flexibility is for your organization. That's why IBM offers cloud, on-premises and even hybrid deployment options. You receive the same powerful solution, regardless of your deployment preference. For purposes of this bid, we recommend the web based solution, but we would be happy to provide more information on the on premise solution as needed. Remember that with a robust solution and brand such as IBM, you don't have to compromise.

c) Project Approach:

Cyber Solutions being a project management company will offer its unique project management ability to streamline the implementation by working closely with the County staff and making sure their requirements get updated. Cyber Solutions will act as a representative of the County, and work closely with the software manufacturer as needed for any customizations. Upon issuance of the contract, after the kick off meeting session, Cyber Solutions will provide the County with the following plans.

- Project management plan
- System implementation schedule
- Application installation plan if not going the cloud option.
- Configuration Plan
- Data security & Disaster Recovery plan
- Master test plan
- Data migration plan
- Change management plan
- Training Plan
- System cut over plan
- Post-implementation review
- Ongoing planning & budgeting and support
- Potential systems integrations

The scope of the project proposal comprises the following items:

- Implementation of a new Budgeting System for The County's departments.
- Implementation of appropriate security measures for the same.
- Migrating existing Budgeting System data to the new system.
- Access data, budget and planning & budgeting schedules on mobile devices.
- System is online, in the cloud at all times, no uploading required.
- Integration with all other County's systems.
- Training and all required documentation.

Implementation Plan:

Cyber Solutions LLC is experienced in utilizing project management methodologies such as ASAP, SDLC, Agile/ Scrum methodologies for its projects.

An appropriate implementation plan and applicable methodology for the efforts will be discussed, approved and signed off with the client prior to start of any effort with the client.

Phases: Blueprinting ----------→ Design ----------→ Build ----------→Live
BRD SIGN OFF DESIGN SIGN OFF TEST & TRAIN

Cyber Solutions LLC has strong and proven aptitude, experience and ability to provide high quality executive consulting services in the following areas:

- **Project Management Methodology:** We utilize Agile (Scrum), Waterfall, RAD & SDLC methodologies as appropriate for the delivery need.

- **Requirements Management:** We have proven experience in using requirements gathering techniques such as JAD, brainstorming, storyboarding, prototyping and use cases.
- **Change & Communication Management:** We have extensive experience in Organizational Change Management utilizing wide variety of tools such as tent cards, business process education. Our OCM process involves identifying process changes, managing them in collaboration with the stakeholders and delivering appropriate communication and input into training.

Outlined below is Cyber Solutions' typical project management methodology:

3.1 How Do We Manage the TRIPLE Constraint in a Project?

In keeping with the latest software development practices, Cyber Solutions LLC adopts the Agile Scrum software development methodology in conjunction with SDLC methodology to come up with our quality, innovative, cost effective, and satisfaction guaranteed model that ensures faster pace of development without comprising the quality.

Quality + Innovation + Cost Effectiveness + Delivery =Satisfaction

We are also very flexible in our engagement model. Be it end-to-end solution development, modular services to address specific business challenges, time and effort based project delivery, or management of support setup, Cyber Solutions LLC can adopt any engagement model that best suits your long term goals.

d) SLAs and Escalation policies:

e) Sample Resumes:

ENGAGEMENT MANAGER:

Cyber Solutions LLC

Kavetha Velavan, PMP

Career Summary

Program leader with PMP certification and a track record of successful project management, strategic planning, solution delivery and implementation experience within different domains.

Key Strengths:

- Leadership – Adept at leading/managing cross-functional programs.
- Capable of leading high performing teams under tough deadlines, to meet expectations of customers.
- Strong communicator skills (verbal and written).
- Problem solver – Creativity and forethought in solving complex project issues.
- Organizational ability and multi-tasking skills.
- Service orientation – "People person" and a team player.

Experience Summary

- 19 years' experience as Information Technology personnel with PMP, ITIL & CMMI certifications.
- Over 9 years of project and change management experience with MM projects.
- Comprehensive program management experience with project deployments for a global user base.
- Over 7 years of experience implementing and managing IT organizational collaborative support applications.
- Experienced in global tool deployment, Compliance requirements, Change & Transition Management.

- Excellent communication, documentation, team & vendor management skills.
- Experience with data analysis, reporting, documentation, testing, modeling, research, budgets.
- Experience implementing SAP ECC Modules – FICO, PS, PM, New GL & CRM.
- Experience with ITIL lifecycle utilizing BMC Remedy Service Desk Express, Remedy 7.x applications.
- Over 9 years of experience in business analysis, Data mining, reporting, use cases, testing & training.
- IBM Cognos, TM1 Big Data & Analytics expert.

Experience

Talent Search and onboarding Partner (April '15 – Current)

Key clients:

- *UIL Holdings Corporation*
- *Victorinox Swiss Army*
- *Zillion*
- *City of Waterbury*

Communication, Change Management, Transition & Go Live Activities Guide (June '14 – November '14), LIPA

Key skills and Achievements:

- *SAP Implementation for PSEG Long Island, related to back office applications such as FICO, Work Management, Procurement, Fleet and Human Capital Management modules.*
- *Drive all change related activities with regards to internal & external communications, planning hyper care activities, transition planning activities.*
- *Working closely with the business providing the necessary support for OCM activities.*
- *Creation and delivery of all project support communication materials such as brochures, inputs into town hall meetings, go live packets and inputs into company magazine.*
- *Input into Training documents, training materials review and working with business for training planning.*

Sr. Implementation Partner (February'14 – July'15) UIL Holdings, New Haven, CT, USA

Key skills and Achievements:

- *IBM Cognos Planning TM1 Implementation related to budgeting & planning services for UIL and its subsidiaries.*
- *SAP BPC enhancements and Support implementation as related to Consolidation practices of UIL Holdings and its subsidiaries.*
- *Lead business analysis, testing, training & communication activities.*
- *Work closely with senior management and sponsors and vendors for successful project delivery.*
- *SAP BPC – support and enhancement implementations.*
- *Act as an engagement manager by working alongside the consultants on the project.*

Sr. Program Manager (April '10 – November '13) UIL Holdings, New Haven, CT, USA

Key skills and Achievements:

- Lead and manage SAP implementations related to customer service, Finance, Plant & Project systems.
- Abide by SDLC methodology policies & procedures; Utilize CMMI guidelines.
- Lead the implementation of FICO for SCG, CNG, UI, UIL & BGC companies.
- Successfully manage risks and Issues with appropriate Change management and approval processes.
- Lead and manage power user & end user training curriculum, transition & rollout planning.
- Effectively work with vendors from Blueprinting through implementation and sign offs.
- Successfully deliver vendor management, internal & external project communications.
- Effective team and stakeholder management of resources across business and IT units.
- Effectively manage all project based frequency reporting to executive committee and project team.
- Actively manage JAD Requirements gathering sessions with the vendor and the team.

- Lead the design sign offs for all custom objects (FRICEW) between vendor and business.
- External Communications management, technical writing, training and system administration services.
- Created test scripts and managed UAT utilizing HPQC testing tool.
- Document business processes using Visio 2010 and effectively manage & utilize SharePoint 2010.
- ***Recipient of CEO award for two consecutive years successfully leading the SAP projects.***

IT Specialist (September 06 – April 10) Affinion Group, Trumbull, CT, USA

Project Management and Implementation:

- Lead, manage and rollout all capital and expense projects involving the SharePoint & BMC Remedy tools for the global (North America & Europe) user community.
- Manage user acceptance testing (develop test cases), user training, user manuals, documentation, forecasting, budget tracking, communication and vendor relationship for all projects.
- Manage project team meetings, communication to senior leadership and dashboards every week.
- Implement password management tool for the global user base (North America & Europe).
- Lead and implement efforts in assessing existing global business processes, refining the process maps and implementing the new processes. (e.g. are Asset lifecycle process, global ticket tracking process, contact center key code generation process)
- Document the global projects and processes using Visio 2003, MS Project 2003 and MS Office 2003/2007.

Applications Management and Business Analysis:

- Own, manage, govern and administer BMC Remedy AR System (SQL/Oracle), Empire Time (SQL server), and Microsoft Sharepoint 2007 (SQL Server) collaboration tools.
- Lead, support and troubleshoot any user issues concerning the above-mentioned tools.
- Create custom workflows and web parts using Sharepoint Designer 2007.
- Create custom reports per business need using Business Objects and MS reporting tools.
- Develop and publish dashboards using Crystal Reports 11 with SQL Server and Oracle back ends.
- Analyze business needs and propose appropriate solutions in relation to the collaboration tools.
- Script Sharepoint workflows and refine processes to support invoicing, expense reporting, project forecasting, actual and accrual reporting.
- Support all User manuals and training, maintenance renewals, consulting assignments, and IT budgets functions for Sharepoint, Remedy and Etime.
- Created process maps incorporating data flow diagrams, activity diagrams using Visio 2003.
- Drafted business requirements, functional requirements, test cases and test scripts etc by collaborating with both IT and business personnel.
- Experience in system analysis and design methodology using RAD and Unified Process methods.

Programmer / Analyst (3.5 years) Sacred Heart University, Fairfield, CT, USA

- Actively managed the implementation of Service Desk projects.
- Customized and administered BMC Service Desk Express (SQL server) and COLLEAGUE applications.
- Programmed and managed ERP applications for the Human Resources, Payroll and Finance teams.
- Developed Crystal Reports 8.5, VB.Net projects with SQL Server 2000 back end on Win 2K platform.
- Trained users, developed manuals and managed projects using Visio 2000 & MS Project 2000.

IT Consultant (2.5 years)

Blazing Trail Consulting LTD, London, UK

- Developed, implemented and managed VB 6.0, VBA, Crystal Reports 8.0 projects with Access, Oracle and SQL server back ends for Win NT 4.0, Win 9X platforms.

- Analyzed data, designed projects, mentored juniors on VB coding, created databases and documented using Visio 5.0

Deutsche Bank, London, UK

- Designed, developed, tested and implemented analysis software in Excel VBA, VB 6.0, and Crystal Reports 7.0 with Oracle 8.0 databases on Win NT.
- Analyzed data, managed project life cycle, created user manuals using Visio, MS Project & VSS.
- Developed stored procedures, complex SQL queries and triggers in Oracle for the Java intranet projects using JDBC.

Connect Communications, London, UK

- Developed VB 6.0 application that creates graphical reports using Crystal Reports 8.0 from Oracle and Remedy databases.

LastMinute.com, London, UK

- Developed a VB 6.0 application to create DBMS reports using Crystal Reports 7.0 from Informix, SQL Server back ends leveraging Win API and Stored Procedures.

Sr. Analyst Programmer (2 years) United Parcel Service, London, UK

- Developed VB 5.0, 6.0 projects with SQL Server 7.0, Access97, and Informix back ends.
- Created version 1.0 of the current UPS billing software incorporating PDF barcodes.
- API calls, Active X components were used to create barcodes.
- Informix data director, Informix Client SDK, Crystal Reports, MS Transaction server were also used.

Software Engineer (1 year) SVG Lithography Inc., (now ASML) Wilton, CT, USA

- Developed testing programs in VB 4.0, 5.0 with Oracle and Access databases for the testing unit.
- Used Graphics Server, Olectra chart, Crystal Reports and Sheridan controls.

Database Intern (3 years) Manoharan & Associates, India

- Worked on projects using Oracle7.0, 7.1, VB, Developer 2000, Power Builder, AutoCAD and SSADM.

Technical Proficiency

RDBMS

- Oracle 10i, PL/SQL Developer, SQL plus, SQL Server 2008, Informix 8.0 and Sybase.

Platforms

- UNIX, Windows 7.x, Windows XP, Windows NT, Novell Networks.

Languages

- C, C++, HTML, Visual Basic 3.0 - .Net, Asp, Asp.Net, JavaScript, Java 2.0 and XML.

Software & Systems

- SAP ECC 6.0 EP 2.0 (FICO, ISU), Crystal Reports 5.0 - 11.0, Business Objects, Visual Studio .Net, Visual Source Safe 6.0, Microsoft Office 97 - 2003, Visio Professional 2003, Sharepoint Designer 2007 , Info Path, Microsoft Project 2000 – 2003, ERP systems such as Colleague, various other database connector and graphics designer software.

Collaboration Tools

- BMC Service Desk Express 9.0, BMC Remedy AR System versions 6.3 – 7.1, IBM Rational Clear Quest, Sharepoint 2013 & MOSS, Service Now, HPQC

Methods

- Business Analysis: SSADM, RAD, USDP, OOD, Use Case Analysis, JAD
- Project Management: ASAP, SDLC, Agile /SCRUM

Certifications

- Six Sigma Green Belt ; ITIL Foundation ; Business Analysis; Conflict Management; IT Security; CMMI; PMP

Education

- Master of Science in Information Systems, Sacred Heart University, Fairfield CT, 2003; GPA:3.91

CHANGE & TRAINING MANAGER:

Confidential, MBA, CMA, PMP, CSM

- Certified ScrumMaster
- IBM Certified Solution Expert - Cognos 8 Planning
- IBM Certified Developer - Cognos TM1 10.1

Littleton, Colorado

SUMMARY

- Project manager, consultant, and trainer with over fifteen years of experience implementing software systems for large and small organizations
- Planned, organized, directed, and provided vision for complex long-term technology projects to meet goals and objectives
- Responsible for staffing projects and building teams across multiple organizations
- Authored and produced online, on demand training programs
- Developed and delivered customized software classes for clients
- Former controller and chief financial officer in the manufacturing, distribution, and construction industries

EXPERIENCE

10/14 - 10/15. Centage

Title: Senior Financial Applications Analyst. Managed implementations of the Budget Maestro suite of planning, forecasting, and analytics software products. Duties included onsite training, custom configuration, and providing strategic financial planning advice. I also managed the User Training Initiative, an internal Scrum project created to develop training materials for customers, partners, and consultants.

10/13 - 9/14. Sopheon

Title: Project Manager. Managed multiple implementations of the Accolade suite of products. Prepared project plans, organized kickoff meetings, facilitated design review sessions, and prepared status reports. Planned for resources to staff the definition, configuration, validation, and deployment stages of projects.

Initiated two internal projects at Sopheon:

- Global Process Strategies (GPS), where we developed processes for standardizing implementation procedures, and
- Profit in Training, an initiative to derive more revenue from our classroom offerings.

Prepared reports for management that analyze profitability for each project, as well as forecasts that estimated future costs and completion dates.

5/01 - 10/13. Carlisle Jacobs LLC

Title: Project Manager, Consultant, and Trainer. Implemented customized software solutions at client sites. Developed training programs, taught classes, prepared project plans, and debugged complex business models. Formed and managed teams across multiple departments, disciplines, and entities. Designed and prototyped models. Tested and defined support procedures. Clients included companies in the manufacturing, insurance, consumer products, and hospitality industries.

1/00 - 5/01. Adaytum

Title: Applications Consultant. Developed multi-dimensional budgeting and forecasting models for clients using Adaytum software. Taught classes internally and at client sites. Prepared proof of concept demonstrations for new customers. Worked on the Help Desk resolving customer issues. Worked in the Best Practices Lab overseeing the work of field consultants. Adaytum was acquired by Cognos in January, 2003.

5/98 - 1/00. JD Edwards

Title: Senior Product Industry Trainer. Developed training programs for JD Edwards One World financial software applications. Primary responsibility was to develop courses for the Enterprise-wide Profitability Solution product (Activity Based Costing/Managerial Accounting). Wrote course outlines, exercises, and case studies. Taught the Manufacturing Accounting and Product Costing sections of the Manufacturing Expedition course.

COMPUTER SKILLS

Expert with IBM Cognos Planning software including Analyst, Manager, and Contributor. Demonstrated ability with Cognos Report Studio, TM1, JIRA, Excel, Word, Project, Powerpoint, Camtasia, and Visio.

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f) Last 5 Implementations:

As mentioned above in question (a), we are a young company when it comes to implementations and are basing our answers to these questions purely on the budgeting implementation for UI, SCG, CNG & BGC.

i. Did you meet original schedule commitments? – Yes
ii. Did you meet original budget commitments? – Yes
iii. For any that did not go as planned explain situation & actions – There were functionalities such as new project creation/ origination from within the budgeting system, asset depreciation etc. was added to the scope of the project during the second half of implementation. This was handled by treating these additional functionalities as a separate enhancement features which were developed and tested separately and then integrated into the grand scope of the project during the User Acceptance Testing phase.

   The other situation was to integrate TM1 budgets and have them automatically flow into Primavera. Due to the nature of the technologies involved, this was handled using programmatic spit out of projects data from the budgeting system overnight into the Primavera file server, which then will be picked up and run by Primavera administrators on a set frequency based on budget cycle days.

g) Case Study of Performance Management Feature:

UIL Holdings Corporation (now Avangrid)

UIL Holdings Corporation (UIL Holdings) is engaged in the ownership of its operating regulated utility businesses. The utility businesses consist of the electric distribution and transmission operations of The United Illuminating Company (UI) and the natural gas transportation, distribution and sales operations of

The Southern Connecticut Gas Company (SCG), Connecticut Natural Gas Corporation (CNG) and The Berkshire Gas Company. The Company operates in two segments: Electric Distribution and Transmission, which is engaged in purchase, transmission, distribution and sale of electricity for residential, commercial and industrial purposes, and Gas Distribution, which is engaged in natural gas transportation, distribution and sales operations.

Key capabilities include:

- Reduce budgeting and forecasting efforts by 20 percent.
- Create rolling forecasts and flex budgets as often as monthly.
- Analyze payroll and other expenses in real time.
- Forecast and nimbly plan for workforce and capital investments.

The Solution

The IBM Planning Analytics (on premiseTM1) Module contains:

- Departmental expenses.
- Payroll (workforce planning and financial).
- Capital planning.
- Workflow with approval.
- Integration with ERP (data and code block validation).
- Integration with operational systems (including headcount alignment).
- Rolling/continuous forecast.

Key Benefits

UIL's most measurable outcome of implementing an on premise version of IBM Planning Analytics has been the reduction in budgeting and forecasting efforts by 20 percent, which translates to more than 5,000 person hours per year and $466,000 in annual savings. This figure represents the amount of time people used to spend cutting, pasting and linking in spreadsheets. It does not factor in the time saved through the elimination of data errors.

Benefits

- Budgeting cycles have been cut by 10 weeks. Scenarios can be modeled up to a 60-month horizon.
- Finance teams have seen a 40 percent shift from process-related work to more valuable analytical work.
- Complete transparency provided by real-time calculations, rolling forecasts and user-friendly modelling functions boosts profitability and cuts costs.

h) Last two I/S & B/S:

2014 Income Statement:

Income Statement

Cyber Solutions LLC

For Period Ending December 31, 2014

(all numbers in $)

	2014 Amount	% of Sales
REVENUE		
Gross Sales	$ 189,062.68	
Less sales returns and allowances	0	
Net Sales	$189,063	100%
COST OF SALES		
Beginning inventory	$0	0%
Plus services purchased	0	0%
Total services Available	$0	0%
Less ending inventory	0	0%
Total Cost of services Sold	$0	0%
Gross Profit (Loss)	$189,063	100%
OPERATING EXPENSES		
Selling		
1099 wages (Siva Selva)	$0	0%
Professional services (Sarah Connor)	0	0%
Advertising	60	0%
Proposal Cost	160	0%
sales tax	7,711	4%
Total Selling Expenses	$7,931	4%
General/Administrative		
Sub contracts	$5,005	3%
401 K Contribution	10,000	5%
State taxes (entity filing etc)	20	0%
Insurance	647	0%
Home Office	1,500	1%
Utilities	0	0%
Automotive	5,996	3%
Office supplies & postage	3,465	2%
Travel & entertainment	3,301	2%
Merchandise Client gifts	2,147	1%
H1B Expenses	4,375	2%
Phone & Other costs	1,069	1%
Furniture & equipment	44	0%
Total General/Administrative Expenses	$37,569	20%
Total Operating Expenses	$45,499	24%
Net Income Before Taxes	$143,563	76%
Taxes on income	50,247	27%
Net Income After Taxes	$93,316	49%
Extraordinary gain or loss	$0	0%
Income tax on extraordinary gain	0	0%
NET INCOME (LOSS)	**$93,316**	**49%**

2015 Income Statement:

Income Statement

Cyber Solutions LLC

For Period Ending December 31, 2015

(all numbers in $)

	2015 Amount	% of Sales
REVENUE		
Gross Sales	$ 148,465.30	
Less sales returns and allowances	0	
Net Sales	$148,465	100%
COST OF SALES		
Beginning inventory	$0	0%
Plus services purchased	0	0%
Total services Available	$0	0%
Less ending inventory	0	0%
Total Cost of services Sold	$0	0%
Gross Profit (Loss)	$148,465	100%
OPERATING EXPENSES		
Selling		
1099 wages	$44,100	30%
Professional services	4,517	3%
Advertising	70	0%
Proposal Cost	1,199	1%
sales tax	7,711	5%
Total Selling Expenses	$57,596	39%
General/Administrative		
Sub contracts	$0	0%
401 K Contribution	10,000	7%
State taxes (entity filing etc)	20	0%
Insurance	301	0%
Home Office	1,500	1%
Utilities	0	0%
Automotive	3,796	3%
Office supplies & postage	106	0%
Travel & entertainment	675	0%
Merchandise Client gifts	2,147	1%
H1B Expenses	0	0%
Phone & Other costs	812	1%
Furniture & equipment	0	0%
Total General/Administrative Expenses	$19,357	13%
Total Operating Expenses	$76,954	52%
Net Income Before Taxes	$71,512	48%
Taxes on income	25,029	17%
Net Income After Taxes	$46,482	31%
Extraordinary gain or loss	$0	0%

Income tax on extraordinary gain	0	0%
NET INCOME (LOSS)	**$46,482**	**31%**

2015/2016 Balance Sheet (based on current numbers for 2016):

Cyber Solutions LLC

Balance Sheet

Date: **5/25/2016**

Assets	2016	2015
Current Assets		
Cash	50,000	66,000
Accounts receivable	70,000	148,000
Inventory		
Prepaid expenses		
Short-term investments		
Total current assets	120,000	214,000
Fixed (Long-Term) Assets		
Long-term investments		
Property, plant, and equipment		
(Less accumulated depreciation)		
Intangible assets		
Total fixed assets	-	-
Other Assets		
Deferred income tax		
Other		
Total Other Assets	-	-
Total Assets	**120,000**	**214,000**

Liabilities and Owner's Equity		
Current Liabilities		
Accounts payable	57,360	76,954
Short-term loans		
Income taxes payable	40,000	25,029

Accrued salaries and wages		
Unearned revenue		
Current portion of long-term debt		
Total current liabilities	97,360	101,983
Long-Term Liabilities		
Long-term debt		
Deferred income tax		
Other		
Total long-term liabilities	-	-
Owner's Equity		
Owner's investment	20,000	
Retained earnings	-	
Other		
Total owner's equity	20,000	-
Total Liabilities and Owner's Equity	**117,360**	**101,983**

Common Financial Ratios

Debt Ratio (Total Liabilities / Total Assets)	0.81	0.48
Current Ratio (Current Assets / Current Liabilities)	1.23	2.10
Working Capital (Current Assets - Current Liabilities)	22,640	112,017
Assets-to-Equity Ratio (Total Assets / Owner's Equity)	6.00	
Debt-to-Equity Ratio (Total Liabilities / Owner's Equity)	4.87	

SECTION 3

4. Testing:

As soon as the requirements are signed off and configuration starts, the test strategy document will be created and signed off with the County representatives. This wholesome approach and scope of testing will be discussed in the test strategy document. We have highlighted below a high level of all testing that we recommend for this project.
The scope of IBM Planning Analytics Self Service system testing will include all requirements defined in the Design Document.

A mandatory training for all testers is recommended before any testing can begin.

Testing will be comprised of the following phases in the order:

- **Unit (Smoke) Testing** –Cyber Solutions LLC's developers will unit test all additional processes/reports/templates they create. Unit testing will also be participated into by County business testers when creating reports and/or templates. The testing will be high-level check to validate that all requirements are met and will also validate and reconcile all historical data loads. This testing will occur in the new development environment.

- **Systems Integration Testing (SIT)** –This is an additional level of testing which is optional but recommended. Since IBM PASS is a new tool, system testing will serve as a preliminary test prior to User Acceptance Testing. This test phase will be comprised of negative, positive, boundary and integration testing. Historical data loaded will be validated for format, accuracy, and mapping. This testing may not be done 100% as it would be impossible in the time allotted to test/validate all data. All care will be taken to do thorough testing to ensure all data loaded to the new budgeting system does match the origination data. Functional systems testing will be done to ensure that the new planning process has been accommodated appropriately into the new budgeting system per County's needs. A listing of testing scenarios and high level scripts with input data guidance will be loaded into a testing tool such as HPQC/ or Excel to track and audit this testing. This testing will occur in the new development environment.

- **User Acceptance Testing (UAT)** – This will test the creation of reports and templates and all functionality of the new budgeting system. This will also validate that the end-to-end budgeting processes are fully functional. It is also proposed that the 2015 Plan data for all companies be gathered as part of the UAT testing. The expectation is that any user-induced defects will be identified and corrected in this phase. Standardized testing tools such as HPQC or Excel will be used by all testers to test the system and for all defect recording. Its Cyber Solutions LLC's responsibility to appropriately address defects with a solution and request users for a retest. Open defects from this phase may affect the Go-Live acceptance from County.

- **Performance (Stress) Testing** – Will verify that the stress upon the system will withstand day-to-day activities of multiple users accessing and updating TM1. IBM will produce load test results of the servers and provide documentation as needed. This testing will occur in the production environment.

- **GO-Live Readiness Testing** – will be performed as a shake-out before production roll-out of the application is implemented. This testing round will just validate major functionality and templates.

  This testing should be comprised of core team over a period of two days to validate everything looks good. This testing is crucial when there is a prolonged time lapse between UAT and go-live. This testing will occur in the Production environment.

A migration Strategy will be created by Cyber Solutions LLC. The Migration processes will be tested by the county when migrating from legacy system to the new cloud based budgeting environment with Cyber Solutions LLC providing support. Any errors that exist will need to be documented. The resolution will also need to be documented so as to have the audit trail of all defects discovered during the project.

Screen shot of a portion of a test script is attached below for a sample:

D	E	F	G	H
Test Case (Description)	Step Name (Design Steps)	Step Description (Design Steps)	Input data (Design Steps)	Expected Result (Design Steps)
Cost center manager Level	Step 1	Log into TM1 QA Web	http://10.251.4.10:9510/tm1web/	Enter user name & pwd, login successful.
Cost center manager Level	Step 2	Navigate to Main Menu	Click on planning	planningmenu opens
Cost center manager Level	Step 3	Security Testing:Make sure the planningscreen only lists the cost centers you have access to.	Make sure the planningscreen only lists the cost centers you have access to.	security verified
Cost center manager Level	Step 4	Select your cost center for planning	select a cost center & click on Projects review	Projects review template is displayed for the selected Cost center ; all projects under that Cost center is listed
Cost center manager Level	Step 5	Review Project Costs	Select a Project from the list and click on Project Costs button	Able to review
Cost center manager Level	Step 6	Complete Reviewing costs for all projects	Repeat previous step for all projects: "Select a Project from the list and click on Project Costs button"	verified approved costs for all projects under the selected cost center
Cost center manager Level	Step 7	Submit Projects Data	Go back to the main projects screen and click on Submit for action to submit all projects costs for your cost center	Data is refreshed andstatus changes to "submitted"

SECTION 4

5. Training and Support

a) Program Documentation and Training

The project implementation includes a customized program documentation, online knowledge source as well as an enterprise wide training for all users. This training will be a comprehensive 4 hour training program that covers all facets of the system from data input through reporting.

I. Phase 1: After the requirements gathering phase, process change identification for all categories of users will be documented. Process change education training will be conducted by Cyber solutions, piloted by the process leaders from each of the areas.

II. Phase 2: Introductory training to include system environment and go-live training for key Larimer County stakeholders and the Budgeting System administrative staff to acquaint themselves with the new system.

III. Phase 3: Follow-up training to be provided three to six months following installation. Cyber Solutions will meet with key stakeholders to identify additional training needs, such as troubleshooting and report configuration once users have had the opportunity to use and test the system.

IV. Phase 4: Refresher training to be provided one year following installation. Cyber Solutions will once again meet with key stakeholders to identify training needs and develop training based on feedback. This may also be an opportunity for new staff to be given the introductory training.

All initial training will be provided on-site at the Larimer County sites. Costs quoted for training in this bid includes meetings with key stakeholders, course development and course materials. Any travel expense for each training phase will be submitted to the County for reimbursement. Future refresher trainings can be done on-site or over webinar series as preferred by the County.

b) Customer Support

Budgeting System support will be provided as part of the contract with the County. The proposal shall include an on-line IBM knowledgebase and help files and call supported assistance to be provided with the installation as part of the fee for service or installation cost included in the cost proposal.

Different levels of customer support available, including but not limited to:

- 24/7 online IBM technical Support
- Access to online knowledge base for self-support
- IBM Phone support
- IBM Email Support

c) On-Call Consulting Services

On-call consulting services for activities related to the management, updating, design, post-implementation data uploading and migration, data rationalization, and other activities related to the County's Budgeting System program that are not included in the annual support and/or planning & budgeting and the initial implementation services.

For Every on-call consulting effort, the Cyber Solutions engagement partner will participate in initial scoping meetings with the County free of charge. Once the need and work involved is scoped out, then a relevant SOW will be executed between the County and Cyber Solutions detailing the timeline, resources and budget for the work to be completed.

d) Warranty

Cyber Solutions is confident with the quality of software proposal to the County for the new Budgeting System, and are happy to provide a warranty period of 6 months from the date of Go-live. For any on-site support work, County will reimburse the travel costs. No other support cost will be charged during the Warranty period.

Cyber Solutions LLC's proposed solution involves utilizing the off the Shelf IBM Planning Analytics Budgeting System, which comes with access to online help on their support website:

IBM Planning Analytics 1.0.0>Cloud>Planning Analytics Getting Started Guide

Cyber Solutions LLC will do the due diligence during transition and support phase, where appropriate training will be provided to the County's power users. There will be job aids and training guides provided for instant reference. If there is more support required, the users will be able to reach out to Cyber Solutions LLC via a support email address support@cybersolutionsllc.com or via (203) 242 3134.

An SLA signed between the County and Cyber Solutions during the transition period will indicate appropriate support response and resolution times for support requests post implementation.

SECTION 5

6. Detailed Responses to Exhibit 1

With reference to the exhibit 1, here are details for a few items we would like to highlight:

Scorecards and Dashboards: [Exhibit 1 items: 3.e, 3.g, 3.h, 3.k]

IBM Planning Analytics supports a full range of reporting capabilities including scorecards and dashboards. Dashboards can be created in minutes just simply drag and drop the fields to the selected report template; system will instantaneously update the data.

For ex: Dashboards and scorecards can be created on different department or role-based and links to the plans and budgets and can be shared across the enterprise.

Data Spread: [Exhibit 1 items: 1.b.ii, 1.c.ii, 1.d.ii, 2.a]

IBM Planning analytics provides a variety of pre-defined data spreading functions that you can use to distribute numeric data to cells in a cube view and it very easy to perform. Select the cell and right click and add the method and system will apply the instantaneously.

For example, you can use data spreading to evenly distribute a value across a range of cells or to increment all values in a range of cells by a desired percentage.

List of methods:

Proportional, Equal, Repeat, Percent Change, Straight Line, Growth %, Relative Proportional, Relative %,

Repeat Leaves, Equal Spread Leaves.

Workflows: [Exhibit 1 items: 1.a.ix, 1.a.xii]

Tasks are the basis of all workflow operations.

Creating a Task and Review Structure: Template dialog box lets you identify the elements to use to build your task structure.

Workflow process can help manage: Adding Tasks, Managing Tasks, Assigning User Responsibility, Task actions, Task Status, Task Attributes, Setting Attribute Languages, and Workflow Status.

Performance: [Exhibit 1 items: 3.a through 3.k]

The online analytical processing (OLAP) makes data available for users to explore, query and analyze on their own in interactive workspaces. Different OLAP options meet different needs while providing a consistent user experience and accelerated performance, financial analytics and flexible modeling to enterprise-wide contribution from all business units.

In addition to the requirements in the exhibit, we would like to highlight the following technical and functional abilities of the system for the County's decision making process.

a) System Administration

The proposed IBM Planning Analytics Budgeting System software solution will allow for the following system administration capabilities:

- Ability to import and export data, specifically data from the current Budgeting System will be imported into the new Budgeting System.
- Ability to set up user-defined drop-down lists and pick lists from a single source.
- Ability to relate any external document to any record in the application.

b) Process Management

The proposed IBM Planning Analytics Budgeting System software solution will allow for the following process management capabilities:

- Ability to determine which tasks within a budgeting has been completed, and who is responsible for each step.
- Ability to automatically transmit email messages to notify the next person in the flow that an action is pending.
- Option to require manager approval before a process can be initiated. For example, a maximum dollar value that cannot be exceeded before work is performed.
- Ability to reroute a budgeting to alternate person during vacations or other absences.

c) Mobile Devices

The proposed IBM Planning Analytics Budgeting System software solution will allow for utilization of mobile devices, including various types of cell phones and tablets. Interoperability with the IBM Cognos TM1 Mobile Contributor app available from the Apple App Store allowing end users to contribute, review and approve plans on an Apple iPad. The IBM Cognos Business Intelligence capabilities extend consumption of reports with a broad range of mobile devices including Apple iPhone, Android and tablets. Users do not need licenses for just viewing published canned reports and for approvals.

d) Service Reliability and Data Recovery

The proposed IBM Planning Analytics Budgeting System software solution is a high reliability, high availability software. This cloud service includes seamless disaster recovery, upgrades, and planning & budgeting without disrupting service availability.

Always up-to-date: Software upgrades can be complicated, costly, and risky. The cloud automatically upgrades your software for free as future versions come out.

Higher availability: Cloud planning & budgeting software delivers better performance and application availability than antiquated on premise software solutions.

Nature's friend: With cloud planning & budgeting software there's no need for hardware or servers that put extra strain on the grid and our environment.

e) Security

Secure as a vault: From the secure, distributed infrastructure, to all admin tools, the extensive layers of security will keep the County's data secure.

Managing the environmental, health and safety obligations: The robust audit log tracks all activity in the planning & budgeting software.

Other aspects of security that are accommodated in the proposed system include:

Data encryption capabilities, Password management & Permissions management to ensure that only authorized personnel have access to the applications.

IBM Planning Analytics appreciates the concerns customers may have in relation to the security of their data; as such we go to extreme lengths to ensure the security and constant availability of our customer's data. All information moving between your browser and the Cloud service via IBM Planning Analytics Community servers is protected with 256-bit SSL encryption.

All data is backed regularly to the IBM Planning Analytics Budgeting System servers located at multiple locations around the world, so even in the event of natural disaster for example in a particular location your data is secure and will be readily available to you.

f) Data Migration and Integration

That is, the proposed IBM Planning Analytics Budgeting System must have the ability to transfer data between the following software products to allow the data to be maintained.

- Financial Systems
- ADP Personnel System
- Oracle ERP
- SAP BI

These can be accommodated since the IBM Planning Analytics Budgeting System can connect to just about any ERP since its ERP agnostic. IBM Planning Analytics Budgeting System has an advanced API and growing family of connectors to get the job done. The BRD sessions will identify and map all the required data that needs to be moved into the new budgeting system.

SECTION 6

7. References

As mentioned in the previous sections, we are a young company and our recent budget system implementations include state regulated utility companies such as UI, SCG, CNG & BGC.

Contacts:

- Prem LakshmanSingh : IT Projects Director [UIL holdings which manages UI, SCG, CNG & BGC]
  - Phone: 203 499 2404
  - Email: Prem.lakshmansingh@uinet.com
- Sandy Boisvert : Director of Budgeting @ UIL
  - Phone: 203 499 2127
  - Email: Sandra.boisvert@uinet.com
- Jackie Combs : Training Lead for Budgeting System Implementation for UI, CNG, SCG&BGC
  - Email: Jackie.combs@uinet.com
- Karen Viggiano : Project Manager from UIL [Currently a senior director @ Gartner]
  - Phone: (860) 558 5216

At Cyber Solutions, we take pride in our due diligence principles and work ethics and can assure Larimer County, to provide you the best engagement experience and a successful implementation of your new budgeting system. As a small business and a growing company, our only focus is client satisfaction rather than the money we make. We are currently building our client base and reputation is of utmost importance to us.

SECTION 7

8. Implementation Plan & Schedule:

How We Deliver:

1. Kickoff workshop with County officials
2. Guidance for new Budgeting System design via demos & case studies
3. Work with the stakeholders for appropriate budgeting system design
4. Budgeting System Solution initial set up and configuration
5. Designing and building of planning & budgeting processes with dedicated design elements
6. Key user training workshop
7. Change management coordination and process change documentation
8. Transition planning & Support
9. Knowledge transfer to County's Budgeting System power user team as needed
10. Go-live assistance & Support
11. Ongoing support & refresher trainings.

The above published order of tasks will be followed, though design sessions will focus on configuring the system to meet the County's needs.

Estimated 6-month implementation timeline based on details within the RFP document:

Highlighted below are activities called out in the RFP mapped against the proposed project dates:

1. Formation of Implementation Team: June / July 2016 as soon as the vendor selection is released.
2. On-site discover / project Kick off – August 14th, 2016.
3. Analysis of existing budgeting data – August 2016.
4. Requirements mapping inclusive of integration data from auxiliary systems – Aug/Sep 2016.
5. Access to cloud system/ software configuration – Sep/ Oct 2016
6. Integration w other systems & Unit Testing – October 2016
7. Documentation, system nomenclature & reports work – November 2016
8. UAT done by County users – parallel path in November 2016.
9. Transition activities & Training – December 2016 / January 2017.

10. Go live – February 20th 2017.

SECTION 8

9. Cost Proposal:

9.1 Qualifications:

Our principal consultants have extensive experience with various IT systems deployment projects. The project management individuals are PMP, Six Sigma and ITIL certified.

9.2 Costing Strategy:

Cyber Solutions LLC's costing strategy includes fixed price costing for the engagement using an estimated amount of resources based on the requirements put out by the County. The cost includes engagement costs such as resources, effort, training, support through the course of the engagement, software license cost based on client information in scope.

9.3 Cost Estimation:

- Project Implementation Cost [onetime for all project tasks from BRD through Warranty period]: $480,000
- License Cost for 100 users on a multi-tenant server / year. : $180000 [Covers support costs as well]
- Training Costs -10 4 hr. sessions on site (one time) :$20,000

It is assumed that the County will provide travel expense reimbursement, for any travel costs incurred. Alternatively, fixed travel costs of approx. $1200/per resource per on-site week will be accepted by Cyber Solutions during the course of the project.

Please Note: The above costs support:

- The above license costs include all support needs for the county going forward. As IBM resellers we will be happy to provide a 25% discount on the license costs quoted above if purchased for multi-year and or if the County utilizes IBM's Global Funding program.
- Complete cloud based set up (SAAS) and implementation of the IBM Planning Analytics Budgeting System for 100 users. Any users who only need read permissions or only need to view & approve, will not require a license hence will not incur a license cost.
- The license cost cover on demand remote support for the 1st year and up to 100 hours of support for each consecutive year.
- The costs also cover all data migration and data integration with the County's other systems as identified for the initial implementation. All future integration needs identified post this go-live will be treated as separate SOWs.

10. Engagement Methodology:

Outlined below is CSL's typical project engagement methodology.

In keeping with the latest software development best practices, Cyber Solutions LLC adopts the Agile Scrum software development methodology in conjunction with SDLC methodology to come up with our – quality, innovation, cost effectiveness, delivery and satisfaction – model that ensures faster pace of development without compromising on quality.

Quality + Innovation + Cost Effectiveness + Delivery = Satisfaction

We are also very flexible in our engagement model. Be it end-to-end solution development or modular services to address specific business challenges; or time-and-effort based project delivery or management of support setup ,Cyber Solutions LLC can adopt any engagement model that best suit your long term goals.

11. Conclusion:

We look forward to working with the County and supporting your efforts with regards to implementing an efficient and effective Budgeting System. We are confident that we can meet the challenges ahead, and stand ready to partner with you in delivering a long lasting solution.

IBM Planning Analytics provides an interactive, customizable workspace and we are confident that the county will be pleased with this solution for many years to come. Attached is a sample screen shot from the system.

Cyber Solutions personnel have over 15 years of experience in designing, implementing and maintaining computerized systems. The benefit of choosing IBM Planning Analytics for your Budgeting System is that it offers more than just a planning & budgeting system. Cyber Solutions as an experienced partner down this path will manage the initial site set up, configuration, data migration and hosting of IBM Planning Analytics Budgeting System in a very time and cost effective manner.

IBM Planning Analytics Budgeting System being a hosted solution is available via the cloud. The County does not need to worry about downtime and website planning & budgeting. The hosted solution will be in par with the latest security measurements for data and processes. All the data will be backed up and restored as necessary. The disaster recovery and business continuity plans will be put forth by Cyber Solutions at the time of contract, so the County will have a clear idea of the efficiencies roadmap and a Budgeting System management plan.

Domain Expertise: We have access to resources that have a deep understanding and varied experience in IT, innovation and market research areas. We will find the right resources from Colorado to accomplish majority of the work.

Wholesome Solution: We create a great engagement experience for our clients.

Pricing: Our pricing is highly competitive and affordable.

Flexibility: Being a small services firm, we are flexible in our solutions offering and are willing to tweak or training plan and project implementation methodology to best suit the client's needs without compromising the quality. We have various cost-effective alternatives in the areas of Testing and training, which will still lead to a successful Budgeting System implementation while lowering the cost.

Here is what we are bringing to the table:

If you have questions on this proposal, feel free to contact me, **Kavetha Velavan**, at your convenience by email at kvelavan@cybersolutionsllc.com or by phone at 203 242 3134. We are looking forward to have an opportunity for a follow-up conversation on this proposal.

Thank you for your consideration,

Kavetha Velavan

President & CEO, Cyber Solutions LLC

A Certified Minority Business Enterprise