

# RUTGERS

## Addendum #2

to Professional Service Provider Agreement dated November 4,  
2015 and Purchase Order Number 2268850

The Professional Service Provider Agreement ("Agreement") dated November 4, 2015 between Rutgers, The State University of New Jersey (Rutgers) and Deloitte Consulting I-LP ("Service Provider") is amended to include the additional scope of services described below from November 16, 2016 through December 31, 2016.

The fee for these additional services shall not exceed \$65,000. The cumulative total fees are calculated as follows:

Original Purchase Order (Dec. 1, 2015)	\$669,876.
Addendum #1 (Aug. 25, 2016)	\$1,675,000.
Addendum #2 (Dec. 18, 2016)	<u>\$65,000.</u>
Total:	\$2,309,876.

### Scope of Services

Student Accounts Implementation - Deloitte will work in conjunction with interim leadership in Student Accounts to realize improvement opportunities within the Student Accounts function at Rutgers.

### Approach and Activities

Highest Priority Activities (Limited to and to be completed with a target date of 12/31/2016, dependent upon an estimated start date of 1/16/2016 and scheduling of the two meetings between now and the end of 2016)

- ❖ Conduct and facilitate two (2) meetings to review the impact of Deregistration with the identified Review Team (see below) to understand the implications of the current policy, the potential impact of any changes, and attempt to achieve consensus on a desired future state:
  - Meeting 1 (requiring a minimum of 4 hours, or split into two two-hour meetings at least 1 week apart, based on Review Team availability):
    - † Conduct discussion on deregistration history, policy, and process to identify history and original intent for policy; discuss the current state of the process and document high level process flows: understand current efforts within student accounts and financial aid to reduce deregistrations
    - † Discuss, identify, and document potential impacts of potential changes to deregistration policy, including student populations who should potentially be exempted from whatever changes are agreed upon (e.g. graduate and professional program students, RBHS students)
    - † Deloitte presents one or more proposed options with attendant risks and benefits identified; goal is to achieve consensus on a desired future state
  - Meeting 2 (to occur no less than 1.5 weeks following Meeting 1) †
    - Continue discussion on proposed options, if necessary
- ❖ Prior to Meeting 1, Deloitte will consolidate pre-existing current state process maps, flows, and documentation from the assessment phase, including outlining potential proposed options for consideration including risks and benefits to provide a basis for discussion in Meeting 1
- ❖ Following Meeting 1, Deloitte will develop a high level consolidated view of the current state of the confirmation of attendance through deregistration and re-registration processes, including identification

of the critical issues and needs that have been identified via the Review Team. Deloitte will also refine and

document the potential proposed solutions, with an identification of the risks and benefits thereof, including system limitations or challenges

- ❖ If meeting 2 is needed, following this meeting, generates a definitive solution that the Review Team has agreed upon. Deloitte will develop an executive summary describing the issues, recommendations, implications, and challenges/limitations; Deloitte will also develop a proposed future state high-level process map and a timeline for implementation (note that: depending upon the timing of Meeting 2, this may not be completed until after 12/31/2016)
- ❖ Following Meeting 2, if Meeting 2 does not generate a definitive solution, Deloitte will document the range of options with the risks and benefits of each identified (note that, depending upon the timing of Meeting 2, this may not be completed until after 12/31/2016)

**Pricing**

Deloitte proposes to perform the services on a firm fixed price basis. Based upon our understanding of the scope and the Deloitte resources to be provided for the four month duration of this engagement, we propose total fees, including expenses, of \$198,000 which represents an increase as per this amendment of \$65,000. The added fees/expenses are based on the following effort expectation and rate for the Student Accounts work:

<u>Role</u>	<u>Hours</u>	<u>Rate (incl. expenses)</u>	<u>Total</u>
Senior	200	\$280/hr	\$52,000
Business Analyst	80	\$162.50/hr	\$13,000
			\$65,000

Consultant UManager  
Business Analyst

Project Owner

  
 Sepi Sepasi  
 Date:

12/19/2016

Project Director

  
 Nick Baldwin


Date: 12/19/2016

SERVICE PROVIDER: Deloitte Consulting LLP



Scott E.

Friedman

  
 Date:



**J. Michael Gower**

**Executive VP for Finance and Administration  
Rutgers, The State University of New Jersey**

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12/19/2016

Date

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