



Letter of Intent



This Letter of Intent (LOI) sets forth the understanding between the School Business Systems Modernization (SBSM) team and the LEA: Transylvania to implement a modern Enterprise Resource Planning (ERP) system as described in the DPI Master Contract Award. The approved awardees for Modern ERP Systems are either Tyler Technologies -MUNIS or CherryRoad – Oracle. **This document states clearly the intent of your LEA to use the vendor identified below** as your ERP service provider. An example of the costs that will be covered is described below and upon signing of the Statement of Work, which will occur at a later time, between the LEA and the chosen vendor, the schedule of costs will be completed in detail in a separate document called a Memo of Understanding (MOU). The MOU will stipulate the funding assistance that will be provided by the State of North Carolina.

Purpose

The purpose of this LOI is for the LEA to choose their intended modern ERP Systems Vendor of choice i.e. Tyler Technologies or CherryRoad. This will assist SBSM in budgetary planning as well as allow the Systems Integrator to plan and schedule resources in an effective manner.

Funding

The LEA is responsible for signing a Statement of Work (SOW) with an approved vendor prior to starting the ERP implementation process. This SOW must conform to the NC Vendor MSA Agreement and be reviewed and approved by SBSM prior to execution to ensure alignment with the Master Services agreements. Note that there is a difference on the approach for calculating subscription cost depending on the vendor selected. Tyler uses the ADM count specified from the static contract table for ADM's signed in 2019 while CherryRoad uses the current ADM count for the LEA at contract signing. Contact the SBSM team for any clarifications necessary.

Upon execution of a MOU at the appropriate time (after the SOW is fully executed), the Total State Funding, as outlined below will be completed and shall be allotted to the LEA in PRC 153. The LEA shall code the expenditures as defined in a separate MOU document to be completed after the Statement of Work is executed with the ERP provider. The types of funding that will be provided by SBSM are defined below:

- 1-6400-153-319 **Implementation fees for individual LEAs** – one-time implementation fees for an individual LEA for services associated with making an individual implementation map to the LEA's individual or unique human resources and/or finance needs including on-site implementation costs.
- 1-6400-153-418 **Year One subscription fees** – These fees are for Software as a Service (SaaS) subscription fees incurred during first year of implementation.

Other* THE FOLLOWING REQUIRES APPROVAL BY THE SBSM PROGRAM OFFICE PRIOR TO EXECUTION OF THE MOU: (APPROVAL DESIGNATED BY SIGNATURE BELOW)

- 1-6400-153-311 **Consulting Services**– fees for any consulting service not covered by previously identified codes. **Satellite Software Systems Provider Update fee** – Services fees associated with satellite (i.e., third-party) systems provider solutions needed to integrate or work with the NCDPI's modern ERP system or SBSM Operation Data Store (ODS) solutions environment (i.e. APIs, SIF, etc.)
- 1-6400-153-152 **Staff Augmentation**– all project personnel paid from the State funding. (Benefits including longevity shall be coded to the appropriate codes in the PRC 153 chart of accounts)

ERP PROVIDER CHOICE AND START DATE CHOICE

(By choosing the below provider the LEA intends to use the software solution and consulting services for their LEA):

Tyler Technologies (MUNIS)

CherryRoad (ORACLE)

Select Start Range: **As soon as possible** OR Select Start Range: **As late as possible**

Contact Information and Signature

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Date: _____

Date: _____