

GOVERNMENT OF PUERTO RICO  
PUERTO RICO ELECTRIC POWER AUTHORITY  
PROFESSIONAL SERVICES CONTRACT

-----APPEAR-----

**AS FIRST PARTY:** The Puerto Rico Electric Power Authority (PREPA), a public corporation and government instrumentality of the Commonwealth of Puerto Rico, created by Act 83 of May 2, 1941, as amended (Act 83), represented in this act by its Chief Executive Officer/Executive Director, José F. Ortiz Vázquez, of legal age, married, and resident of San Juan, Puerto Rico. -----

**AS SECOND PARTY:** Fusionworks, Inc. (Consultant), a corporation organized and existing under the laws of Puerto Rico, represented in this act by its Secretary, Luis Antonio Santiago Torres, of legal age, married, and resident of Trujillo Alto, Puerto Rico, authorized by virtue of Corporate Resolution dated November 8, 2019.---

Both PREPA and Consultant are herein individually referred to as a Party and collectively referred to as the Parties. -----

-----WITNESSETH-----

WHEREAS, PREPA, by virtue of Act 83 has the authority to engage those professional, technical and consulting services necessary and convenient to the activities, programs and operations of PREPA; -----

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained in this Contract, hereinafter stated, the Parties agree themselves, their personal representatives, and successors to enter into this Contract under the following:

-----**TERMS AND CONDITIONS**-----

**Article 1. Scope of Services**

1.1 The Consultant will provide, technical and functional support in e-Business suite.

1.2 Technical support in Asset Suite and Service Suite integrations.

1.3 Support services for the application of distributed generation or custom developments.

1.4 At the direction of PREPA, the Consultant may be required to work with other consulting, legal, or other type of firms. The Parties agree to discuss such assignment in advance, so that all the Parties have a clear understanding as to their responsibilities. The Consultant is not responsible for work performed by others. ----

**Article 2. Services Coordination**

All the Consultant's Services in relation to the terms and conditions of this Contract will be coordinated through PREPA's IT Administrator or the person or whom he delegates.

**Article 3. Contract Assignment or Subcontract**

The Consultant shall not assign nor subcontract its rights and obligations under this Contract, except in the event PREPA give written authorization for such actions.

Provided, that no subcontract shall be considered for PREPA's approval, except when the following requirements are met: (1) the Consultant delivers to PREPA a copy of the subcontract, not less than thirty (30) days prior to the effective date of the proposed subcontract; (2) the subcontract includes, as a condition for its legal validity and enforceability, a provision whereby PREPA has the right to substitute, subrogate or

assume Consultants' rights under the subcontract in the event that PREPA declares the Consultant in breach or default of any of the Contract terms and conditions; and (3) the subcontract includes, as a condition for its validity and enforceability, a provision establishing that the subcontractor has the obligation to comply with all Consultants' obligations under the Contract (*mirror image clause*), except for such obligations, terms and conditions which exclusively relate to works or services not included under the subcontract. A request to subcontract shall specify the issues or matters that will be referred to the subcontractor. These services shall be paid as part of the Contract Amount, as stated in Article 6, Payment. -----

**Article 4. Contract Term**

This Contract shall be in effect from the date of its execution until June 30, 2020 (Contract Term). The Contract may be extended, for an additional annual fiscal period, at the exclusive option of PREPA and subject to the availability of funds, only by written amendment agreed upon by both Parties. -----

**Article 5. Contract Termination**

5.1 PREPA shall have the right to terminate this Contract, at any time, with thirty (30) days prior written notice by registered mail, return receipt requested, or overnight express mail to the Consultant. If notice is given, the Contract shall terminate upon the expiration of the thirty (30) days and PREPA shall be obligated to pay all fees and expenses incurred up to the day of effective termination, in accordance with the terms of this Contract. The rights, duties and responsibilities

of the Parties shall continue in full force and effect during the thirty (30) days notice period. The Consultant shall have no further right to compensation except for what has been accrued for services rendered and expenses incurred under the Contract until said date of effective termination. -----

5.2 PREPA shall have the right to terminate this Contract immediately in the event of negligence, dereliction of duties or noncompliance by the Consultant, without prior written notice. -----

5.3 The Parties acknowledge that PREPA is undergoing a transformation process, and therefore, both Parties agree that in the eventuality of the execution of a Partnership Contract, Sale Contract or any other PREPA Transaction (as these terms are defined in Act 120-2018), PREPA may sell, assign, convey, transfer, pledge, mortgage, sublease, delegate, hypothecate, or otherwise dispose (each, a "Transfer") any of its rights, title, or interest in this Contract as permitted by applicable law and at any time, and without Consultant's consent or cost, expense or incremental liability to PREPA, to any future operator of Puerto Rico's electric power transmission and distribution system or any of its affiliates, or to any governmental agency, body, public corporation or municipality of Puerto Rico; provided, that PREPA shall notify Consultant no later than thirty (30) days before the effective date of any such Transfer.-----



The Consultant acknowledges that all his responsibilities and obligations under the Contract, such as work to be performed and services to be provided, etc., will continue in full force and effect until the expiration of the thirty (30) days period. ----

**Article 6. Payment**

6.1.1 In accordance with the terms and conditions contained herein, PREPA agrees and Consultant accepts that the total amount to be paid under the Contract shall not exceed a cumulative amount of four hundred eighteen thousand dollars (\$418,000), including reimbursable expenses (the "Contract Amount"). -----

All payments to be made under this Contract will be charged to account 01-4019-93023-556-644. PREPA will only pay for Services already rendered before the submitted invoice date. PREPA will not be required to make advance payments for any future service to be rendered by Consultant under the Contract.

6.2 Nothing herein shall preclude the Parties from agreeing to increase said amount in writing and signed by both Parties. -----

6.3 PREPA will pay for the Services rendered by Consultant according to the rates included in Appendix A (Consultant's Proposal dated September 22, 2019). In case of discrepancy between the terms and conditions of the Contract and de Consultant's Proposal, the terms and conditions of the Contract will prevail. -----

6.3 Should the Consultant assign another person to attend to PREPA's matters pursuant to this Contract, the Consultant shall promptly send PREPA an amended



schedule to include such person's name, position and rate, as well as request approval from PREPA. -----

6.4 The Consultant shall immediately notify PREPA when the billing under the Contract amounts to seventy-five percent (75%) of the Contract Amount. Once this notification has been issued, the Consultant, in coordination with PREPA, will ensure that no services will be rendered in excess of the Contract Amount, except that a written amendment is agreed upon by both Parties. In addition, the Consultant shall present an itemized list of the remaining billable Services under the Contract. -----

**Article 7. Fees, Expenses and Disbursements**

7.1 PREPA should not be billed for (a) time spent in processing conflict searches, preparing billing statements, or in responding to PREPA inquiries concerning Consultant's invoices; or (b) travel time during which Consultant is billing another client for work performed while traveling. Moreover, PREPA requires that only professional services be billed. Accordingly, PREPA should not be billed for the administrative tasks of creating, organizing, reviewing and/or updating files; routine or periodic status reports; receiving, reviewing, and/or distributing mail; faxing or copying documents; checking electronic mail or converting information to disk. -----

7.2 PREPA will reimburse the Consultant for actual costs and expenses related to matters assigned to Consultant and for necessary and reasonable out-of-pocket

disbursements, subject to the limitations and exceptions set forth below. The Consultant is expected to have a system in place that ensures those who bill time and disbursements to PREPA matters do so promptly and accurately. -----

7.3 PREPA will not reimburse Consultant for: (a) costs included in a 'miscellaneous' or 'other' category of charges; (b) overhead costs and expenses-such as those relating to fees for time or overtime expended by support staff (secretaries, administrative/clerical personnel, internal messengers, and other similar services), word processing and/or proofreading, cost of supplies or equipment, and/or other similar costs of doing business; (c) time spent attending education seminars or training programs; or (d) mark-ups or surcharges on any cost or expense. In addition, if communications are sent to PREPA using more than one media, PREPA does not expect to pay for the cost of both communications. For instance, if a piece of correspondence is sent to PREPA by email, we do not expect to pay for the cost of that same correspondence if it is also sent via regular or expedited mail. -----

7.4 PREPA will reimburse Consultant for separately itemized expenses and disbursements in the following categories: -----

7.4.1 Messenger/courier service – PREPA will reimburse actual charges billed to Consultant for deliveries (including overnight deliveries) where this level of service is required because of time constraints imposed by PREPA or because of the need for reliability given the nature of the items being

transported. Appropriate summaries of messenger/courier expenses must reflect the date and cost of the service and the identity of the sender and the recipient or the points of transportation. -----

7.4.2 Travel – PREPA will reimburse actual charges for transportation and hotels reasonable and necessary for effective services to PREPA. PREPA will not pay for any first-class or business-class travel. Summaries of transportation expenses should reflect the identity of the user, the date and amount of each specific cost, and the points of travel. Summaries of lodging and meals expenses should include the identity of the person making the expenditure, the date and amount, and the nature of the expenditure. -----

Travel expenses reimbursement applies for personnel providing the services to PREPA, travel expenses for family members or guests are not chargeable to PREPA or reimbursable. -----

7.4.3 Air Travel- The cost of air travel will be reimbursed up to an amount of \$500 per person per flight (including: seat assignment, applicable taxes, and other applicable fees). The Consultant shall submit a copy of the airline ticket and paid invoice. Airfare may only be invoiced following completion of travel. -----



Airfare necessary to attend PREPA's official business will be paid by PREPA according to these guidelines. The Consultant shall buy an economic class ticket or equivalent, then if desired, he/she may upgrade, but PREPA will only pay the amount corresponding to the economy class or equivalent airfare. Baggage fees will not be reimbursed. -----

7.4.4 Maximum Per Diem Rates (no proof of payment will be required): -----

Meals: - \$57 per person for each traveling day for persons working "on-site" at PREPA. PREPA will not reimburse for alcoholic beverages. -----

Lodging (standard not smoking room): - \$200 per person, per night not including government fees and taxes. The Consultant will use the most economical alternative of lodging, including temporary rentals of apartments or rooms (Airbnb like rentals). For travel period longer than five days, temporary rentals shall be coordinated when this temporary rental is less expensive than hotel accommodation, and evidence of said temporary rental shall be provided. -----

Ground Transportation: - \$20 per person, per working day. If a car is rented for the services to be provided, a fixed amount of \$25 per day will be reimbursed for parking expenses, upon presentation of evidence of the car rental (no proof of payment will be required). -----

7.4.5 Reimbursable expenses shall not exceed six percent (6%) of the Contract Price in one year and will be reimbursed by PREPA through the presentation of acceptable evidence for such expenses. -----

7.4.6 Photocopying/printing – PREPA will reimburse actual charges for outside binding, and printing services and costs of outside photocopying services, which are not to exceed the actual five (5) cents per page for black and white copies, and twenty-five (25) cents per page for color copies. Summaries of expenditures for copying should reflect both the number of copies made and the cost per copy. -----

7.4.7 Third-Party Services – The approval of PREPA must be obtained in writing prior to retaining any third-party services. The Consultant shall be responsible for ensuring that there are no conflicts of interest between any third party and PREPA or between any third-party clients and PREPA. In addition, all arrangements with third-party vendors should include an appropriate undertaking of confidentiality and data privacy. Invoices from third-party vendors should be paid directly by Consultant, incorporated into its invoice to PREPA and should include appropriate detail. Copies of third-party invoices may be requested by PREPA and should be retained in accordance with PREPA's guidelines. -----



7.4.8 PREPA reserves the right to question the charges on any bill (even after payment) and to obtain a discount or refund of those charges that are disputed. At PREPA's request, copies of bills and records reflecting reimbursable expenses must be provided to PREPA. -----

**Article 8. Invoices**

8.1 Consultant shall submit its invoices on a monthly basis for the work already performed during the preceding month. Consultant will provide to PREPA an invoice for each billing period which will include a description of the services rendered and the number of hours spent by each person. The invoice for professional services shall be itemized and must be duly certified by an authorized representative of the Consultant. -----

8.2 PREPA will review the invoices upon receipt, and if they are in compliance with the requirements set forth in this Contract, it will proceed with payment. Payment is due sixty (60) days after receipt of the invoice with all the supporting documents. PREPA reserves the right to conduct the audits it deems necessary, and it will not be subject to finance charges regarding invoice payments subject to an audit. -----

8.3 All invoices submitted by Consultant shall include the following Certification in order to proceed with its payment: -----



No Interest Certification:

*“We certify under penalty of nullity that no public servant of PREPA will derive or obtain any benefit or profit of any kind from the contractual relationship which is the basis of this invoice. If such benefit or profit exists, the required waiver has been obtained prior to entering into the Contract. The only consideration to be received in exchange for the performance of the Services provided is the agreed-upon price that has been negotiated with an authorized representative of the PREPA. The total amount shown on this invoice is true and correct. The Services have been rendered, and no payment has been received”.*

\_\_\_\_\_  
*Consultant's Signature*

This is an essential requirement and those invoices without this Certification will not be processed for payment. In order to comply with the certification requirements set forth above, Consultant shall require that subcontractors providing Services, if any, approved by PREPA, also make the certification set forth above in any invoices submitted in connection with the Services. -----

**Article 9. Transfer of Funds**

9.1 If Consultant decides to assign or transfer an amount, due or payable, to which he is entitled for services rendered or goods provided during the term of this Contract, Consultant shall notify PREPA of such transfer of funds, in accordance to the provisions of Act 21-2012. Said notice shall clearly indicate the rights granted, including a copy of the contract under which the assignment or transfer of funds is made, the exact amount of funds to be assigned or transferred, and specific identification information regarding the assignee (full name of the person or company), address and any other contact information. -----

9.2 Consultant acknowledges and agrees that PREPA may deduct any amount, due or payable under this Contract, that Consultant owes; PREPA may retain any said amount if Consultant fails to fulfill its obligations and responsibilities under this Contract, or a claim arises for warranty or defects regarding the services rendered or goods provided under this Contract. Consultant also acknowledges and agrees that PREPA's payment obligation under any assignment of funds will cease upon payment of the outstanding amounts under this Contract. PREPA shall not be required to make payments or transfer any funds for an amount that exceeds the payment to which Consultant is entitled to under this Contract. -----

9.3 Consultant shall include with its notice of assignment of funds a cashier's check or money order for two hundred dollars (\$200), payable to "Puerto Rico Electric Power Authority", to cover administrative costs in processing such assignment. -----

**Article 10. Information and Material Facts**

10.1 PREPA shall promptly provide to Consultant all information under the control of PREPA and necessary for Consultant to perform the Services under this Contract and those material facts that Consultant may reasonably require in order to provide its Services to PREPA. PREPA will ensure, to the best of its knowledge and belief, that the documents, data, and other information and material facts provided to Consultant, which are under its control, are true and complete, and does not constitute misleading or inaccurate information and Consultant shall be entitled to

rely on the accuracy and completeness of the documents, data, and other information and material facts. -----

10.2 PREPA will advise in writing Consultant of any developments of which PREPA becomes aware, and which PREPA considers may have a material effect with respect to the information and/or facts provided to Consultant. -----

**Article 11. Information Disclosure and Confidentiality**

11.1 The Parties shall take all reasonable steps to keep confidential and use only for the purposes contemplated by the terms of the Contract the information provided by PREPA and/or Consultant, and take all reasonable steps to ensure that such information is not disclosed or distributed by its employees or agents in violation of the terms of this Contract.-----

11.2 The Parties also agree that, except as agreed to in writing by both Parties, they will not, at any time after termination of this Contract, disclose any confidential information to any person whatsoever, or permit any person whatsoever to examine and/or make copies of any reports prepared by Consultant or under its control by reason of its consulting services, and that upon termination of this Contract each Party will turn over to the other all documents, papers, and other matters in its possession or under its control that relate to the other Party. Consultant may retain one file copy for its records. -----

11.3 The term “confidential information” shall include, but not be limited to, all information provided to Consultant by PREPA or at PREPA’s direction regarding its



facilities or operations and any and all information gathered or developed by Consultant regarding the same. The Parties further agree that proprietary records and documents related to Consultant's business operations are confidential to Consultant and will not be disclosed to PREPA or other Parties, except as ordered by the court. The Parties agree that PREPA will resist any attempt by opposing counsel or other Parties to obtain Consultant's proprietary information. The term "confidential information", however, will not include information that:-----

- (i) is or becomes public other than through a breach of this Contract;
- (ii) is known to the receiving Party prior to the date of this Contract and with respect to which the receiving Party does not have any obligation of confidentiality; or-----
- (iii) is independently developed by the receiving Party without use of, or reference to, confidential information.-----

11.4 The Parties acknowledge that disclosure of any confidential information by either Party will give rise to irreparable harm to the injured Party inadequately compensable in damages. Accordingly, either Party may seek and obtain injunctive relief against the breach or threatened breach of the foregoing undertakings, in addition to any other legal remedies, which may be available.-----

11.5 If this Contract terminates for any reason, Consultant shall maintain in strictest confidence both; during the term of this Contract and subsequent to termination of this Contract, and shall not during the term of this Contract or thereafter disclose or

divulge to any person, firm, or corporation, or use directly or indirectly, for its own benefit or the benefit of others, any information which in good faith and good conscience ought to be treated as confidential information including, without limitation, information relating to PREPA's operations or trade secrets relating to the business or affairs of PREPA which Consultant may acquire or develop in connection with or as a result of the performance of the Services hereunder. In the event of an actual or threatened breach by Consultant of the provisions of this paragraph, PREPA shall be entitled to injunctive relief for such breach. Nothing herein shall be construed as prohibiting PREPA from pursuing any other legal remedies available, including the recovery of damages from Consultant.-----

11.6 The above provisions do not apply with respect to information, which Consultant is requested to disclose under applicable law and regulations, court order, subpoena or governmental directives, in which case Consultant shall provide PREPA prompt notice of such request in order to procure for PREPA a reasonable opportunity to oppose such disclosure. Consultant agrees to expeditiously notify and submit to PREPA a copy of any court order or subpoena and to the extent possible provide any assistance to PREPA (in the form of documents) regarding the submission of such information. -----

11.7 With respect to this Contract and any information supplied in connection with this Contract and designated by the disclosing Party as confidential, the recipient agrees to: (i) protect the confidential information in a reasonable and appropriate

manner and in accordance with applicable professional standards; (ii) use confidential information only to perform its obligations under this Contract; and (iii) reproduce confidential information only as required to perform its obligations under this Contract.-----

**Article 12. Rights and Titles**

12.1 The Consultant will submit any reports reasonably required by PREPA regarding the Services performed under this Contract. If required by PREPA, at the completion of any assigned task, the Consultant will submit a final written report describing the work it has performed. This requirement shall not be interpreted as a waiver by PREPA of Consultant's ethical obligation and responsibility of keeping PREPA informed of the progress of the assigned matters. -----

12.2 All rights, titles and interest in any reports, documents, analyses, investigations and any other by-product conceived or developed by the Consultant exclusively for PREPA as a result of performing its obligations under this Contract shall be the exclusive property of PREPA. The Consultant shall retain all right, title, and interest in and to proprietary works of authorship, pre-existing or otherwise, that have not been created specifically for PREPA under this Contract. With the exception of items marked as "CONFIDENTIAL" by the Consultant, PREPA shall retain the right to use, refer, share, or provide to any third party, as PREPA may determine, the results of any reports, documents, analyses, investigations or any other by-product of the Services performed by the Consultant under this Contract.

**Article 13. Copyright**

Consultant and PREPA shall jointly defend any suit or action brought against either party based on a claim that any document, report, study, analysis, copyrighted composition, article or any by-product of those, either used in the performance of the Services by Consultant or provided to PREPA by Consultant as part of its Services, or used in the performance of this Contract, including their use by PREPA, constitutes an infringement of any patents or copyrights of the United States. The Party of this Contract subject to the claim or that becomes aware of a potential claim shall promptly notify in writing the other Party of this Contract, and give the authority, information, and assistance reasonable and necessary for the defense of such claim. -----

**Article 14. Warranty**

14.1 Consultant warrants that it shall perform the Services in accordance with the applicable standards of care and diligence at the time of performance of the Services, and which are normally practiced and recognized in performing services of a similar nature (the "Standard"). Should any of the Services provided by Consultant not fulfill the above established Standard, Consultant shall take all necessary corrective measures to rectify such deficient Services, at its own and exclusive cost, whenever such course of action is possible or desirable. The rectification of deficient Services by Consultant shall not be understood as a waiver by PREPA to any other remedy it may have under this Contract or under the law

or equity for any damages that Consultant's may have caused to it by rendering such deficient Services. -----

14.2 No other warranty, express or implied, is made or intended by this Contract, by furnishing oral or written reports of findings made, or by any other act of Consultant. -----

**Article 15. Responsibility for Damages**

The appearing Parties agree that their responsibilities for damages under this Contract will be governed by the Puerto Rico Civil Code and its case law, as dictated by the Supreme Court of Puerto Rico. -----

**Article 16. Independent Contractor**

16.1 Consultant shall be considered as an independent contractor, for all material purposes under this Contract, and all persons engaged or contracted by Consultant for the performance of its obligations herein, shall be considered as its employees or agents, and not as employees or agents of PREPA.-----

16.2 As an independent contractor, Consultant shall not be entitled to any fringe benefits, such as, but not limited to vacation, sick leave, and to which PREPA's employees are entitled.-----

**Article 17. Employees not to Benefit**

No officer, employee or agent of PREPA, nor of the Government of the Commonwealth of Puerto Rico or its Municipal Governments shall be admitted to any share or part of this Contract or to any benefit that may arise therefrom. -----



**Article 18. Conflict of Interest**

18.1 Consultant certifies that none of its representatives under this Contract receive payment or compensation of any nature, for the services regularly rendered through an appointment in another government agency, body, public corporation or municipality of Puerto Rico. Consultant also certifies that it may have other consulting services contracts with other governmental agencies or bodies, but such condition does not constitute a conflict of interest for Consultant. -----

18.2 Consultant acknowledges that in executing its services pursuant to this Contract it has a duty of complete loyalty towards PREPA which includes not having conflict of interest. "Conflict of Interest" means representing clients who have or may have interests that are contrary to PREPA, but does not include rendering services that are unrelated to the services covered in this Contract. Also, Consultant shall have the continuous obligation to disclose to PREPA all information and circumstances of its relations with clients and third persons that would result in a conflict of interest which would influence the Consultant when performing its responsibilities under this Contract. If the Consultant is required to provide services to another entity of the Executive Branch under the provisions of Article 39 and such services could result in a conflict of interests, the Consultant will notify PREPA in writing as provided in this article. -----

18.3 The Parties understand and agree that a conflict of interest exists when Consultant must advocate a position or outcome on behalf of any existing or future client that



is contrary to PREPA's interests. Also, any conduct defined in the Rules of Professional Conduct regarding conflict of interests shall apply to Consultant and its personnel. -----

18.4 In the event that any of the partners, directors, agents or employees of Consultant engaged in providing services under this Contract should incur in the conduct described herein, said conduct shall constitute a violation of the prohibitions provided herein.-----

18.5 Consultant's partners, directors, agents or employees and personnel shall avoid even the appearance of the existence of conflicting interests.-----

18.6 Consultant acknowledges that PREPA's Chief Executive Officer shall have the power to intervene with the acts of Consultant and/or its agents, employees, and subcontractors regarding the enforcement of the prohibitions contained herein. In the event that the existence of adverse interests is discovered, the PREPA's Chief Executive Officer shall inform Consultant in writing of PREPA's intention to terminate this Contract within a thirty (30) days period. During said period, Consultant may request a hearing with the Chief Executive Officer to present its arguments regarding the alleged conflict of interests. In the event that Consultant does not request such hearing during the specified thirty (30) days period or the controversy is not satisfactory settled during the hearing, this Contract shall be canceled. -----



18.7 The Consultant certifies that, at the time of the execution of this Contract, it does not have nor does it represents anyone who has Conflict of Interests with PREPA. If such Conflict of Interest arises after the execution of the Contract, the Consultant shall notify PREPA immediately.-----

**Article 19. Notices**

All notices and other communications hereunder shall be in writing and shall be deemed given when delivered personally or sent by telecopy, or postage prepaid, by registered, certified or express mail (return receipt requested) or reputable overnight courier service and shall be deemed given when so delivered by hand, or telecopied, or if mailed, three days after mailing (one business day in the case of express mail or overnight courier service) to the Parties to the following addresses:-----

To PREPA: Puerto Rico Electric Power Authority  
PO Box 364267  
San Juan, Puerto Rico 00936-4267

Attention: José F. Ortiz Vázquez  
Chief Executive Officer

To Consultant: Fusionworks, Inc.  
Aldea 1258  
Suite 200  
San Juan, PR 00907

Attention: Luis A. Santiago Torres  
Director

**Article 20. Applicable Law and Venue**

This Contract shall be governed by and construed in accordance with the laws of the Commonwealth of Puerto Rico. Also, the Parties expressly agree that only the state courts of Puerto Rico will be the courts of competent and exclusive jurisdiction to decide over the judicial controversies that the appearing Parties may have among them regarding the terms and conditions of this Contract. -----

**Article 21. Change in Law**

During the term of this Contract, any change in law, including, but not limited to changes in applicable tax law, which cause an increase in Consultant's costs when providing the services, shall be Consultant's responsibility and PREPA shall not be obligated to increase the Contract Amount.-----

**Article 22. Force Majeure**

22.1 The Parties shall be excused from performing their respective responsibilities and obligations under this Contract and shall not be liable in damages or otherwise, if and only to the extent that they are unable to perform or are prevented from performing by a force majeure event. -----

22.2 For purposes of this Contract, force majeure means any cause without the fault or negligence, and beyond the reasonable control of, the Party claiming the occurrence of a force majeure event.-----

22.3 Force majeure may include, but not be limited to, the following: Acts of God, industrial disturbances, acts of the public enemy, war, blockages, boycotts, riots,



insurrections, epidemics, earthquakes, storms, floods, civil disturbances, lockouts, fires, explosions, interruptions of services due to the acts or failure to act of any governmental authority; provided that these events, or any other claimed as a force majeure event, and/or its effects, are beyond the reasonable control and without the fault or negligence of the Party claiming the force majeure event, and that such Party, within ten (10) days after the occurrence of the alleged force majeure, gives the other Party written notice describing the particulars of the occurrence and its estimated duration. The burden of proof as to whether a force majeure event has occurred shall be on the Party claiming the force majeure.-----



**Article 23. Novation**

23.1 The Parties expressly agree that no amendment or change order, which could be made to the Contract during its term, shall be understood as a contractual novation, unless both Parties agree to the contrary, specifically and in writing.-----

23.2 The previous provision shall be equally applicable in such other cases where PREPA gives Consultant a time extension for the compliance of any of its obligations under this Contract, or where PREPA dispenses the claim or demand of any of its credits or rights under the Contract. -----

**Article 24. Severability**

If a court of competent jurisdiction declares any of the Contract provisions as null and void or invalid, such holding will not affect the validity and effectiveness of the remaining

provisions of this Contract and the Parties agree to comply with their respective obligations under such provisions not included in the judicial declaration. -----

**Article 25. Save and Hold Harmless**

The Consultant agrees to save and hold harmless and to indemnify PREPA for all expenses and costs of any nature (including reasonable attorneys' fees) incurred by PREPA arising out of any third party claim made by any person for bodily injuries, including death, or for property damage, to the extent directly caused by the Consultant by the negligent act or omission, in the performance or nonperformance of its obligations under the Contract, but not to the point directly caused by negligence or tort of PREPA or a third party, which is not an employee or subcontractor of the Consultant.-

With respect to any indemnity set forth in this Contract, each indemnity shall give prompt notice of its receipt of any threat, indication or other notice of any claim, investigation or demand that might give rise to any losses required to be indemnified hereunder and shall reasonably cooperate in the defense of such claim. The indemnifying party shall have the right to conduct defense of such action at its sole expense. -----

**Article 26. Insurance and Bonds**

The Consultant shall secure and maintain in full force and effect during the life of this Contract as provided herein, policies of insurance covering all operations engaged in by the Contract as follows: -----

1. Commonwealth of Puerto Rico Workmen’s Compensation Insurance:

The Consultant shall provide Workmen’s Compensation Insurance as required by the Workmen’s Compensation Act 45-1935 of the Commonwealth of Puerto Rico. The Consultant shall also be responsible for compliance with said Workmen’s Compensation Act by all its sub-contractors, agents, and invitees, if any. -----

The Consultant shall furnish a certificate from the Puerto Rico State Insurance Fund showing that all personnel employed in the work are covered by the Workmen’s Compensation Insurance, in accordance with this Contract. -----

2. Employer’s Liability Insurance:

The Consultant shall provide Employer’s Liability Insurance with a minimum bodily injury limits of at least \$1,000,000 for each employee and at least \$1,000,000 for each accident covering against the liability imposed by Law upon the Consultant as result of bodily injury, by accident or disease, including death arising out of and in the course of employment, and outside of and distinct from any claim under the Workmen’s Compensation Act of the Commonwealth of Puerto Rico.-----

3. Commercial General Liability Insurance:

The Consultant shall provide a Commercial General Liability Insurance with limits of at least \$1,000,000 per occurrence and at least \$ 1,000,000 aggregate. -----



4. Commercial Automobile Liability Insurance:

The Contractor shall provide a Commercial Automobile Liability Insurance with limits of at least \$1,000,000 combined single limit covering all owned or scheduled autos, non-owned, and hired automobiles. -----

5. Professional Liability Insurance:

The Consultant shall provide a Professional Liability Insurance with limits of at least \$ 1,000,000 per claim and at least \$ 1,000,000 per aggregate. -----

Requirements under the Policies:

The Commercial General Liability and Commercial Automobile Liability Insurance required under this Contract shall be endorsed to include:

a. As Additional Insured:

Puerto Rico Electric Power Authority (PREPA)  
Risk Management Office  
PO Box 364267  
San Juan, Puerto Rico 00936-4267

b. A 30 days' cancellation or nonrenewable notice to be sent to the above address

c. An endorsement including this Contract under contractual liability coverage and identifying it by number, date and Parties to the contract

d. Waiver of subrogation in favor of Puerto Rico Electric Power Authority (PREPA). -----

e. Breach of Warranties or Conditions: -----



*“The Breach of any of the Warranties or Conditions in this policy by the Insured shall not prejudice PREPA’s rights under this policy.” -----*

Bonds:

As a Contract security, the Contractor shall furnish at the time of the execution of the Contract:

1. A Performance Bond in the amount of twenty percent (20%) of the Contract price, with good and sufficient surety satisfactory to PREPA guaranteeing that the Contractor will well and faithfully perform the contract work.
2. A Payment Bond in the amount of twenty percent (20%) of the Contract price, with good and sufficient surety satisfactory to PREPA to guarantee the prompt payment of all labor, supervision, equipment and materials required in the performance of the work.
3. All bonds shall be issued in the official form of PREPA.

Furnishing of Policies:

All required policies of insurance shall be in a form acceptable to PREPA and shall be issued only by insurance companies authorized to do business in Puerto Rico.-----

The Consultant shall furnish a certificate of insurance in original signed by an authorized representative of the insurer in Puerto Rico, describing the coverage afforded. -----

**Article 27. Compliance with the Commonwealth of Puerto Rico Contracting Requirements**

The Consultant will comply with all applicable State Law, Regulations and Executive Orders that regulate the contracting process and establish the requirements for governmental contracting in the Commonwealth of Puerto Rico, including but not limited to those mentioned in this Article. Also, the Consultant shall provide, within five (5) days of the execution of the Contract the following documents and certifications: -----

- A. Executive Order Number. OE-1991-24 of June 18, 1991 to require certification of compliance with the Internal Revenue Services of the Commonwealth of Puerto Rico: Pursuant to Executive Order Number OE-1991-24 of June 18, 1991, the Consultant will certify and guarantee that it has filed all the necessary and required income tax returns to the Government of Puerto Rico for the last five (5) years. The Consultant further will certify that it has complied and is current with the payment of any and all income taxes that are, or were due, to the Government of Puerto Rico. The Consultant shall provide, to the satisfaction of PREPA, and whenever requested by PREPA during the term of this Contract, the necessary documentation to support its compliance with this clause. The Consultant will be given a specific amount of time to produce said documents. During the term of this Contract, the Consultant agrees to pay and/or to remain current with any repayment plan agreed to by the Consultant with the Government of Puerto Rico. ----



B. Executive Order Number OE-1992-52 of August 28, 1992 to require certification of compliance with the Department of Labor of the Commonwealth of Puerto Rico. Pursuant to Executive Order Number 1992-52, dated August 28, 1992 amending OE-1991-24, the Consultant will certify and warrant that it has made all payments required for unemployment benefits, workmen's compensation and social security for chauffeurs, whichever is applicable, or that in lieu thereof, has subscribed a payment plan in connection with any such unpaid items and is in full compliance with the terms thereof. The Consultant accepts and acknowledges its responsibility for requiring and obtaining a similar warranty and certification from each and every Consultant and Sub Consultant whose service the Consultant has secured in connection with the services to be rendered under this Contract and shall forward evidence to PREPA as to its compliance with this requirement. -----

C. Government of Puerto Rico Municipal Tax Collection Center: The Consultant will certify and guarantee that it does not have any current debt with regards to property taxes that may be registered with the Government of Puerto Rico's Municipal Tax Collection Center (known in Spanish as *Centro de Recaudación de Ingresos Municipales* ("CRIM")). The Consultant further will certify to be current with the payment of any and all property taxes that are or were due to the Government of Puerto Rico. The Consultant shall provide, to the satisfaction of PREPA and whenever requested by PREPA during the term of this Contract, Certification issued by the Municipal Revenues Collection Center (MRCC), assuring that Consultant

does not owe any tax accruing to such governmental agency. To request such Certification, Consultant will use the form issued by the MRCC (called “*CRIM-Certificados, Radicación, Estado de Cuenta y Todos los Conceptos*” in the website). The Consultant will deliver upon request any documentation requested by PREPA. During the Term of this Contract, the Consultant agrees to pay and/or to remain current with any repayment plan agreed to by the Consultant with the Government of Puerto Rico with regards to its property taxes. -----

The Consultant shall provide a Personal Property Tax Filing Certification, issued by the MRCC which indicates that Consultant has filed its Personal Property Tax Return for the last five (5) contributory terms or Negative Debt certification issued by the MRCC with respect to real and property taxes and a sworn statement executed by Consultant indicating that (i) its revenues are derived from the rendering of professional services, (ii) during the last five (5) years (or the time in which it has been providing professional services) it has had no taxable business or personal property on the 1<sup>st</sup> of January of each year, (iii) that for such reasons it has not been required to file personal property tax returns, as required under Article 6.03 of Act 83-1991, as amended, and (iv) that for such reason it does not have an electronic tax file in the MRCC’s electronic system.-----

D. The Consultant shall furnish a Certification issued by the Treasury Department of Puerto Rico which indicates that Consultant does not owe Puerto Rico Sales and

Use taxes to the Commonwealth of Puerto Rico; or is paying such taxes by an installment plan and is in full compliance with its terms. -----

E. The Consultant shall provide a Puerto Rico Sales and Use Tax Filing Certificate, issued by the Treasury Department of Puerto Rico assuring that Consultant has filed his Puerto Rico Sales and Use Tax for the last sixty (60) contributory periods. -----

F. The Consultant shall provide a copy of Consultant's Certificate of Merchant's Registration issued by the Treasury Department of Puerto Rico. -----

G. Puerto Rico Child Support Administration (*ASUME*): The Consultant shall present, to the satisfaction of PREPA, the necessary documentation certifying that the Consultant nor any of its owners, affiliates of subsidiaries, if applicable, have any debt, outstanding debt, or legal procedures to collect child support payments that may be registered with the Puerto Rico Child Support Administration. 3 L.P.R.A. § 8611 et seq.; -----

H. The Consultant shall provide a Good Standing Certificate issued by the Department of State of Puerto Rico. -----

I. The Consultant shall provide a Certification of Incorporation, or Certificate of Authorization to do business in Puerto Rico issued by the Department of State of Puerto Rico. -----

J. Special Contribution for Professional and Consulting Services: As required by Act 48-2013, as amended, PREPA will withhold a special contribution of one point five percent (1.5%) of the gross amounts paid under this Contract.-----



- K. Social Security and Income Tax Retentions: In compliance with Executive Order 1991 OE- 24; and C.F.R. Part 404 et. Seq., the Consultant will be responsible for rendering and paying the Federal Social Security and Income Tax Contributions for any amount owed as a result of the income, from this Contract. -----
- L. Income Tax Retention Law: PREPA shall deduct and withhold ten percent (10%) of any and all payments to residents of the Commonwealth of Puerto Rico as required by the Internal Revenue Code of Puerto Rico. In case of US citizens and Non-US citizens, which are nonresidents of the Commonwealth of Puerto Rico the Consultant will retain twenty percent (20%) and twenty-nine percent (29%) respectively. PREPA will remit such withholdings to the Government of Puerto Rico's Treasury Department (known in Spanish as *Departamento de Hacienda de Puerto Rico*). The Consultant will request PREPA not to make such withholdings if, to the satisfaction of PREPA, the Consultant timely provides a release from such obligation by the Government of Puerto Rico's Treasury Department. 3 L.P.R.A. § 8611 et seq., 2011 L.P.R. 232; 232-2011. -----
- M. Compliance with Act No. 1 of Governmental Ethics: The Consultant will certify compliance with Act 1 of January 3, 2012, as amended, known as the Ethics Act of the Government of Puerto Rico, which stipulates that no employee or executive of PREPA nor any member of his/he immediate family (spouse, dependent children or other members of his/her household or any individual whose financial affairs are under the control of the employee) shall have any direct or indirect pecuniary interest

in the services to be rendered under this Contract, except as may be expressly authorized by the Governor of Puerto Rico in consultation with the Secretary of Treasury and the Secretary of Justice of the Government. 3 L.P.R.A. § 8611 et seq.;

N. Law 168-2000: Law for the Strengthening of the Family Support and Livelihood of Elderly People: The Consultant will certify that if there is any Judicial or Administrative Order demanding payment or any economic support regarding Act 168-2000, as amended, the same is current and in all aspects in compliance. Act 168-2000 “*Law for the Strengthening of the Family Support and Livelihood of Elderly People*” in Spanish: “*Ley para el Fortalecimiento del Apoyo Familiar y Sustento de Personas de Edad Avanzada*”, 3 L.P.R.A. §8611 et seq.-----

O. Law 127-2004: Contract Registration in the Comptroller’s Office of Puerto Rico Act: Payment for services object of this Contract will not be made until this Contract is properly registered in the Office of the Comptroller of the Government of Puerto Rico pursuant to Law 18 of October 30, 1975, as amended. -----

P. Prohibition with respect to execution by public officers: 3 L.P.R.A. 8615(c): No public officer or employee authorized to contract on behalf of the executive agency for which he/she works may execute a contract between the agency for which he/she works and an entity or business in which he/she or any member of his/her family unit has or has had direct or indirect economic interest during the last four (4) years prior to his/her holding office.-----

- Q. Prohibition with respect to contracting with officers or employees: 3 L.P.R.A. 8615(d): No executive agency may execute a contract in which any of its officers or employees or any member of their family units has or has had direct or indirect economic interest during the last four (4) years prior to their holding office, unless the Governor gives authorization thereto with the previous recommendation of the Secretary of the Treasury and the Secretary of Justice.-----
- R. Prohibition with respect to contracts with officers and employees of other Government entities: 3 L.P.R.A. 8615(e): No public officer or employee may be a party to or have any interest in any profits or benefits produced by a contract with any other executive agency or government dependency unless the Governor gives express authorization thereto with previous recommendation from the Secretary of the Treasury and the Secretary of Justice.-----
- S. Prohibition with respect to evaluation and approval by public officers: 3 L.P.R.A. 8615(f): No public officer or employee who has the power to approve or authorize contracts shall evaluate, consider, approve or authorize any contract between an executive agency and an entity or business in which he/she or any member of his/her family unit has or has had direct or indirect economic interest during the last four (4) years prior to his/her holding office.-----
- T. Prohibition with respect to execution by public officers' contracts with former public officers: 3 L.P.R.A. 8615(h): No executive agency shall execute contracts with or for the benefit of persons who have been public officers or employees of said executive



agency until after two (2) years have elapsed from the time said person has ceased working as such. -----

U. Dispensation: Any and all necessary dispensations have been obtained from any government entity and that said dispensations shall become part of the contracting record. -----

V. Rules of Professional Ethics: The Consultant acknowledges and accepts that it is knowledgeable of the rules of ethics of his/her profession and assumes responsibility for his/her own actions. -----

If any of the previously required Certifications shows a debt, and Consultant has requested a review or adjustment of this debt, Consultant will certify that it has made such request at the time of the Contract execution. If the requested review or adjustment is denied and such determination is final, Consultant will provide, immediately, to PREPA a proof of payment of this debt; otherwise, Consultant accepts that the owed amount be offset by PREPA and retained at the origin, deducted from the corresponding payments. -----

**Article 28. Anti-Corruption Code for a New Puerto Rico**

Consultant agrees to comply with the provisions of Act 2-2018, as the same may be amended from time to time, which establishes the Anti-Corruption Code for a New Puerto Rico. The Consultant hereby certifies that it does not represent particular interests in cases or matters that imply a conflicts of interest, or of public policy, between the executive agency and the particular interests it represents. -----

Consultant shall furnish a sworn statement to the effect that neither Consultant nor any president, vice president, executive director or any member of a board of officials or board of directors, or any person performing equivalent functions for Consultant has been convicted of or has pled guilty to any of the crimes listed in Article 6.8 of Act 8-2017, as amended, known as the Act for the Administration and Transformation of Human Resources in the Government of Puerto Rico or any of the crimes included in Act 2-2018.-----

Consultant hereby certifies that it has not been convicted in Puerto Rico or United States Federal court for under Articles 4.2, 4.3 or 5.7 of Act 1-2012, as amended, known as the Organic Act of the Office of Government Ethics of Puerto Rico, any of the crimes listed in Articles 250 through 266 of Act 146-2012, as amended, known as the Puerto Rico Penal Code, any of the crimes typified in Act 2-2018, as amended, known as the Anti-Corruption Code for a New Puerto Rico or any other felony that involves misuse of public funds or property, including but not limited to the crimes mentioned in Article 6.8 of Act 8-2017, as amended, known as the Act for the Administration and Transformation of Human Resources in the Government of Puerto Rico.-----

PREPA shall have the right to terminate the Contract in the event Consultant is convicted in Puerto Rico or United States Federal court for under Articles 4.2, 4.3 or 5.7 of Act 1-2012, as amended, known as the Organic Act of the Office of Government Ethics of Puerto Rico, any of the crimes listed in Articles 250 through 266 of



Act 146-2012, as amended, known as the Puerto Rico Penal Code, any of the crimes typified in Act 2-2018, as amended, known as the Anti-Corruption Code for a New Puerto Rico or any other felony that involves misuse of public funds or property, including but not limited to the crimes mentioned in Article 6.8 of Act 8-2017, as amended, known as the Act for the Administration and Transformation of Human Resources in the Government of Puerto Rico.-----

Consequences of Non-Compliance: The Consultant expressly agrees that the conditions outlined throughout this Article are essential requirements of this Contract. Consequently, should any one of these representations, warranties or certifications be incorrect, inaccurate or misleading, in whole or in part, there shall be sufficient cause for the PREPA to render this Contract null and void. -----

**Article 29. Termination by the Chief of Staff of the Governor of Puerto Rico and Interagency Agreements**

Pursuant to Memorandum No. 2017-001, Circular Letter 141-17, of the Office of the Chief of Staff of the Governor of Puerto Rico (*Secretaría de la Gobernación*) and the Office of Management and Budget (*Oficina de Gerencia y Presupuesto – OGP*), the Chief of Staff shall have the authority to terminate this Contract at any time. If so directed by the Chief of Staff, PREPA will terminate this Contract by delivering to the Consultant a notice of termination specifying the extent to which the performance of the work under this Contract is terminated, and the effective date of termination. Upon the effective date of termination, the Consultant shall immediately discontinue all services affected and deliver to PREPA all information, studies and other materials property of

PREPA. In the event of a termination by notice, PREPA shall be liable only for payment of services rendered up to and including the effective date of termination. -----

Both Parties acknowledge and agree that the contracted services herein may be provided to another entity of the Executive Branch which enters into an interagency agreement with PREPA or by direct disposition of the Office of the Chief of Staff. These services will be performed under the same terms and conditions in terms of hours of work and compensation set forth in this Contract. For the purpose of this clause, the term “entity of the Executive Branch” includes all agencies of the Government of Puerto Rico, as well as public instrumentalities, and public corporations.-----

**Article 30. Non-Discrimination**

The Consultant agrees that it will not discriminate against any employee or applicant for employment on account of race, color, gender, age, sex, national or social origin, social status, political ideas or affiliation, religion, for being or perceived to be a victim of domestic violence, sexual aggression or harassment, regardless of marital status, sexual orientation, gender identity or immigrant status, for physical or mental disability, for veteran status or genetic information.

**Article 31. Entire Contract**

The terms and conditions contained herein constitute the entire agreement between PREPA and Consultant with respect to the subject matter of this Contract, and supersede all communications, negotiations, and agreements of the Parties, whether written or oral, other than these, made prior to the signing of this Contract. -----

IN WITNESS THEREOF, the Parties hereto sign this Contract in San Juan, Puerto Rico  
this 27 day of November, 2019. -----

Puerto Rico Electric Power Authority

Fusionworks, Inc.

  
\_\_\_\_\_  
José F. Ortiz Vázquez  
Chief Executive Officer  
Tax ID: 660-433747

  
\_\_\_\_\_  
Luis A. Santiago Torres  
Director  
Tax ID: 660-60-6580

LUIS SANTIAGO  
FUSIONWORKS, INC.  
787-466-2010  
22 de Septiembre de 2019

# Propuesta de servicios de consultoría especializada en Sistemas de Información para la Autoridad de Energía Eléctrica



*[Handwritten signature]*



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## Sección 1 Resumen Ejecutivo

### **A. Confidencialidad**

El material presentado en esta propuesta contiene información exclusiva de los servicios de Fusionworks, Inc. (Fusionworks). Incluye información que no podrá ser revelada fuera de la Autoridad de Energía de Puerto Rico (PREPA) y no deberá ser reproducida, utilizada o divulgada para ningún otro propósito que no sea el de evaluar. En el caso de que el contrato sea otorgado a Fusionworks por los resultados de esta propuesta, PREPA tendrá derecho a reproducir, utilizar y divulgar la información provista en el resultado del contrato. Esta restricción no limita a PREPA del derecho de uso de la información contenida en esta propuesta si es obtenida por otras fuentes sin restricción de confidencialidad.

### **B. Introducción**

Fusionworks, Inc. se complace en presentar la propuesta de servicios para brindar apoyo especializado en sistemas de información a varias áreas o directorados de la Autoridad de Energía Eléctrica (AEE).

Durante los pasados años, La Autoridad ha utilizado nuestros servicios para apoyarles en proyectos distintos proyectos y varios directorados. Como resultado del continuo cambio que sufren los procesos de negocio la Autoridad necesita personal capacitado para reaccionar a los cambios tecnológicos en momentos específicos y ha mantenido un contrato de apoyo a requerimiento con Fusionworks, para atender esos picos de trabajo o utilizar personal especializado con el que la Autoridad no mantiene en su plantilla laboral.

Este documento incluirá una definición del alcance del trabajo a realizarse y la forma en que este se trabajará. Además, presentamos la metodología que se utilizará.

### **C. Objetivos**

El objetivo de esta propuesta es brindar servicios de apoyo funcional y técnico a la Autoridad en las siguientes áreas: Oracle eBusiness Suite, Integraciones de Asset Suite/Service Suite mediante Oracle SOA, Apoyo en la Plataforma Oracle SOA, Apoyo en Infraestructura Oracle (SOA, OBIEE, RAC), Desarrollo de Aplicaciones WEB, Gerencia/Administración de Proyectos. Todos estos proyectos según solicitados y acordados por PREPA.

Este objetivo se alcanzará uniendo los recursos provistos por Fusionworks con los recursos de PREPA para juntos formar un equipo de trabajo enfocado en realizar las tareas necesarias para implementar las funcionalidades solicitadas.

## **D. Alcance**

### **1. Alcance – Apoyo Técnico y Funcional en eBusiness Suite**

Fusionworks apoyará a la Autoridad brindando apoyo funcional o técnico al Directorado de Finanzas en los siguientes módulos (AP, GL, FA, PO, CM, Treasury, iProcurement, HR, Payroll) y no se limitará a las siguientes tareas:

- Adiestramientos de usuarios
- Redacción de Manuales o procedimientos
- Implementación de nueva funcionalidad
- Diseño de nuevos procesos
- Apoyo en procesos de cuadro
- Talleres al personal técnico en nuevas herramientas
- Seguimiento a solicitudes de servicio o problemas reportados a Oracle
- Desarrollo de Integraciones
- Desarrollo de Informes
- Diseño y construcción de reglas de negocio
- Desarrollo de módulos adicionales
- Implementación de módulos adicionales
- Apoyo en procesos de migración

### **2. Alcance – Apoyo Técnico en Integraciones de Asset Suite/Service Suite/CC&B/E Business Suite y la Plataforma de Oracle SOA Suite**

Fusionworks apoyará a la Autoridad en el desarrollo de Integraciones entre Asset Suite y Oracle EBS o integraciones de CC&B utilizando Oracle SOA Suite:

- Desarrollo de Integraciones entre Asset Suite y Oracle EBS.
- Apoyo técnico con la plataforma de Oracle SOA Suite
- Apoyo técnico con integraciones de SOA en CC&B

### **3. Alcance – Servicios de apoyo a la aplicación de Generación Distribuida o Desarrollos a la Medida**

Fusionworks desarrolló la Aplicación para la Solicitud de Proyectos de Generación Distribuida utilizando herramientas de desarrollo *Open Source*. Esta aplicación se encuentra en producción desde marzo 2017 y se han identificado una serie de mejoras que deben ser desarrolladas. Adicional hubo unos cambios solicitados por la Comisión de Energía que deben ser implementados a la brevedad. Algunas de estas mejoras pueden ser:

- Integración con Sistema de GIS
- Mejoras con la integración de Pago & CC&B
- Solicitudes de Carga
- Integración con STORMS
- Otras mejoras
- Apoyo a situaciones que surjan durante puesta en producción

## Sección 2 Perfil de la Empresa

Fusionworks se estableció el 15 de abril de 2002 como una corporación netamente puertorriqueña. Como negocio principal, la empresa se dedica a ofrecer servicios de consultoría de negocios apoyados en el uso de la tecnología, tanto a la empresa privada como al gobierno. Fusionworks fue fundada por tres ex-ejecutivos de Oracle Caribbean, quienes dirigieron la práctica de consultoría en Puerto Rico y el Caribe. Estos son, el señor Leslie Luciano quien fuera director de la práctica, el señor Luis Santiago quien era el gerente técnico y el CPA Jorge M. Mejía quien fuera el gerente funcional.

Desde entonces la línea de negocio principal de la empresa ha sido proveer servicios de consultoría a clientes que utilizan el "Oracle eBusiness Suite". Es decir, Fusionworks lleva 15 años consecutivos brindando consultoría especializada en el "Oracle eBusiness Suite". Más aún, los fundadores de la empresa y algunos consultores llevan sobre 15 años trabajando con esta tecnología. Esta línea de negocios representa el 80% del volumen de negocios de la empresa.

Durante estos 15 años, la empresa ha logrado desarrollar nuevas líneas de negocio que se detallan a continuación:

- "Enterprise Resource Planning - Microsoft Dynamics GP"
- "Enterprise Resource Planning – Oracle Fusion ERP Cloud"
- "Customer Relationship Management - Microsoft Dynamics CRM"
- "Budgeting and Planning – Prophix, SAP Business Objects"

- “Business Intelligence – SAP Business Objects, Oracle OBIEE, Microsoft BI Suite”
- “Human Capital Management Consulting – Oracle HCM”
- “Open Source Custom Development – JBPM, Java”
- “Change Management Consulting”

Fusionworks cuenta con una gran presencia en el mercado de Puerto Rico. Con más de 80 clientes en su cartera.

El nombre de nuestra empresa representa nuestra filosofía de trabajo, que surge del entendimiento de sus fundadores que uniendo o fusionando los conceptos descritos a continuación, logramos el mejor ofrecimiento para nuestros clientes:

1. Unir el conocimiento funcional (de negocio) con el técnico.

Nuestros consultores cuentan con diversos trasfondos, siempre manteniendo un balance entre el conocimiento funcional y técnico. Manteniendo este balance, aseguramos que nuestras soluciones resuelvan un problema de negocio.

2. Unir a nuestra empresa con nuestros clientes.

Esto tiene un efecto importante en la transferencia de conocimientos. Mientras más unidad de trabajo exista entre nuestros consultores y nuestros clientes, más rápido será el proceso de aprendizaje.

Además, las relaciones con nuestros clientes son vistas a largo plazo, no como una ejecución de un simple proyecto a corto plazo. Pretendemos convertirnos en asesores y ayudar a nuestros clientes en su evolución continua.

3. Unir sus ofrecimientos con el de aliados estratégicos.

Diferentes soluciones requieren diferentes destrezas. Por lo tanto, Fusionworks cuenta con aliados estratégicos que ponen a la disposición de sus clientes la más avanzada tecnología y el más grande inventario de destrezas.

Esta filosofía sirve de plataforma para ejecutar su misión que es; Añadir valor a nuestros clientes mejorando sus procesos operacionales y la información que estos utilizan para la toma de decisiones. Haciendo que las empresas y agencias de Gobierno aumenten su productividad, logramos así mejorar el ambiente económico y por ende la calidad de vida de los ciudadanos de los países en que operamos.

Nuestra visión es convertirnos en la empresa de consultoría de tecnología y negocios más respetada en Puerto Rico y el Caribe. Lo que lograremos mediante la corroboración tangible de los resultados obtenidos por nuestros clientes en cada uno de los proyectos en que intervenimos.

A lo largo de quince años sirviendo a Puerto Rico, Fusionworks ha creado sobre 40 plazas permanentes de empleo. Como principio fundamental, Fusionworks emplea sus recursos en lugar de sub-contratarlos, manteniendo la sub-contratación a un nivel máximo de 10% de su fuerza laboral. Los recursos sub-contratados son contratistas independientes que no forman parte de alguna empresa.

En resumen, nuestra empresa cuenta con los ingredientes necesarios para lograr que esta implementación sea un éxito, contando con el;

- Conocimiento funcional y técnico
- Experiencias con “Oracle” en industria privada y gobierno
- Conocimiento de los procesos de PREPA
- Enfoque en los tres aspectos fundamentales – procesos, tecnología y gente

Nuestro equipo de trabajo tiene vasta experiencia en procesos de apoyo, migración, implementación y desarrollo en procedimientos contables/recursos humanos y las nuevas funcionalidades y beneficios que ofrece la tecnología Oracle. El contar con un equipo de trabajo ducho en sistemas Oracle, le proveerá a PREPA la seguridad de que los procesos a seguir son adecuados a la realidad del negocio de PREPA y a las mejores prácticas de industria.

Nuestro equipo de trabajo conoce los sistemas de PREPA, ya que durante los últimos años hemos colaborado con el equipo de trabajo de en tareas de apoyo, implementación y desarrollo de los sistemas.

Las destrezas del equipo de trabajo que proponemos son, sin duda, las que PREPA necesita para hacer mejor uso de sus sistemas.

## Sección 3 Metodologías de Gerencia de Proyecto y Manejo de Cambio Organizacional

### A. Gerencia de Proyectos



Fusionworks hará uso de metodologías diseñadas para la administración y gerencia de proyectos de tecnología de información. Estas proveen un marco de referencia en el que se pueda planificar, estimar, controlar y finalizar los proyectos de una manera consistente.

Estas se concentran en la disciplina necesaria para asegurar que las expectativas están claramente definidas al principio del proyecto y que permanezcan visibles a lo largo del mismo.

Además, formaliza los mecanismos de control permitiendo que el grupo de trabajo comparta la información crítica del proyecto y coordine sus actividades con la organización.

La entrega de proyectos de tecnología de información con calidad debe ir más allá de asegurar la participación del personal técnico y funcional. El proceso de Control y Reporte define los procedimientos para el Manejo de Riesgos, Manejo de Problemas y Control de Cambios:

- Manejo de Riesgos: Este procedimiento define la manera en que los riesgos son identificados y manejados hasta llegar a su solución, lo cual puede ser que no genere impacto al proyecto. Una vez el riesgo ha sido identificado, es investigado y manejado durante las reuniones de avance hasta su solución.
- Manejo de Problemas: Este procedimiento define las características para manejar diferencias generadas en entregables, incluyendo identificación de problemas, análisis, soluciones y escalamiento.
- Control de Cambios: Este procedimiento define cómo los cambios al alcance del proyecto serán manejados.

## **B. Manejo de Cambio Organizacional**

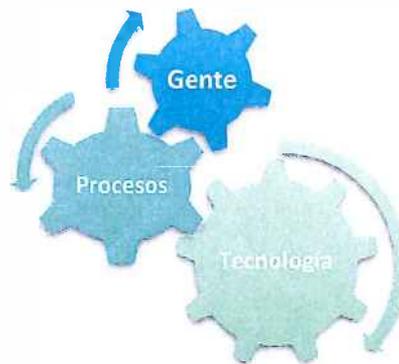


Parte de nuestra filosofía es hacer a nuestros clientes exitosos con el uso de la tecnología. Esta filosofía es la razón del porque Fusiónworks ofrece servicios dirigidos a facilitar la adopción de nueva tecnología. Seleccionar la tecnología y definir los procesos que soportan la visión del negocio es solamente el inicio de una implementación exitosa. Una vez el proceso ha sido completado, el desempeño del día a día de los sistemas del negocio está en las manos de una gran cantidad de recursos que trabajan para su organización.

Los expertos estiman que cerca del 75% de los esfuerzos de cambio organizacional que involucran tecnología fallan (aun cuando la tecnología tiene un desempeño aceptable) por la reacción negativa de las personas a cambiar en su trabajo, los procesos de negocio

y la tecnología que ellos siempre han usado<sup>1</sup>. Por tanto, la “Resistencia al cambio” de las personas debe ser una de las actividades a contemplar en el desarrollo de proyectos de implementación de tecnología.

Nuestra experiencia en la implementación exitosa de aplicaciones reflejan la existencia recurrente en el personal de las organizaciones de sentimientos y emociones que normalmente no caracterizan el ambiente regular de trabajo: presión, incertidumbre, estrés emocional, ambigüedad, necesidad de percibir el compromiso de la alta dirección, inseguridad, desmotivación, baja de productividad, entre otros. Estas circunstancias deben administrarse oportunamente para no poner en riesgo la inversión de grandes sumas de dinero y tiempo requeridas por estos cambios.



Para dar respuesta a este reto, integramos una serie de servicios que cubren las actividades esenciales que son requeridas para que los usuarios entiendan, acepten, adopten y sean productivos con el uso de la nueva tecnología. La estrategia de manejo de cambio integra diferentes elementos para apoyar a los empleados en esa transición de dónde están a dónde estarán cuando termine la implantación. Nos enfocamos en el “lado humano” de la implantación tomando en consideración el impacto emocional que un cambio puede tener estableciendo un balance entre todos ellos. Los elementos a considerar durante la implementación de ésta estrategia son:

- **Manejo de Partes Interesadas (“Stakeholder Management”):** Es de suma importancia determinar cuáles son las audiencias que se afectarán por el cambio y mantenerlos involucrados e informados de lo que está ocurriendo. Siguiendo un enfoque inclusivo nos aseguramos de que contribuyan al éxito de la implantación con sus acciones y mensajes a través de la empresa y fuera de ésta cuando aplique.

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<sup>1</sup>M. Lynne Markus. 'Technochange management: using IT to drive organizational change'. En: Journal of Information Technology (2004) 19, 3-19© 2004 Palgrave Macmillan Ltd. All rights reserved

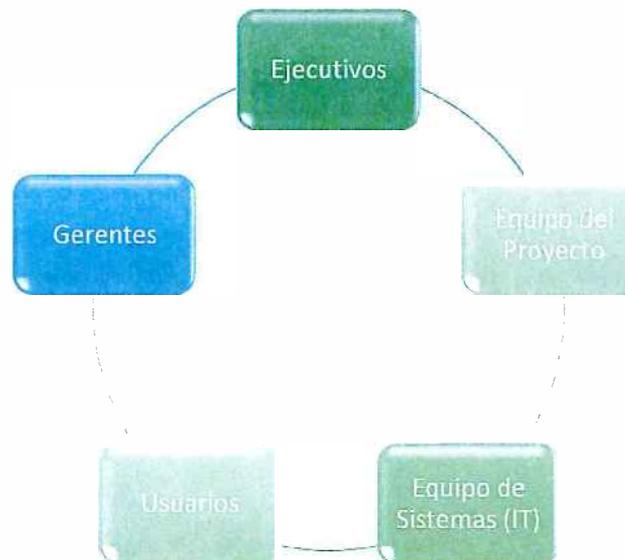
- **Análisis de Impacto:** Todo cambio implica ajustes en diferentes partes de la empresa y estos deben analizarse con anticipación para atenderse, particularmente, si se afectan las funciones de empleados o si podrían implicar otros proyectos en el futuro si están fuera del alcance del proyecto de implantación. Una visión holística e integrada del impacto del cambio es fundamental para desarrollar los demás elementos de la estrategia que debe estar atemperada a la cultura de la organización.
- **Manejo de Resistencias:** Cada individuo responde de maneras diferentes a la implantación de un cambio y resistirlo es una de ellas. Estas resistencias deben atenderse según surgen para evitar que se conviertan en un obstáculo en el éxito de la implantación.
- **Comunicaciones:** Todos los empleados y partes interesadas deben conocer de qué se trata el cambio, cuándo se implantará y qué impacto tendrá sobre ellos. Es importante ser consistentes en los mensajes que se comparten a través de toda la empresa y que la gerencia transmita su entusiasmo ante la llegada del cambio de diferentes formas. Se deben maximizar los canales disponibles y explorar la posibilidad de ampliarlos dependiendo de las particularidades de la empresa y sus diferentes audiencias.
- **Adiestramientos:** Todo cambio típicamente representa una oportunidad para actualizar las destrezas y competencias de los empleados que harán su trabajo de una forma diferente. Es necesario diseñar y ejecutar un plan de adiestramiento en el que todos los empleados que se afecten por el cambio tengan la oportunidad de capacitarse para recibirlo.
- **Apoyo y Seguimiento:** El proceso de manejo de cambio no termina con su implantación. Las diferentes partes interesadas necesitarán monitoreo y seguimiento durante un período de tiempo en el que se estabilizan las operaciones de la empresa.

Todas estas actividades están integradas dentro de nuestra metodología de implementación, lo cual le asegura a PREPA una total coherencia y consistencia tanto con el desarrollo del proyecto, como con el involucramiento de las personas que se van integrando a lo largo del proceso.

Fusionworks cuenta con un equipo de especialistas multidisciplinario, en donde participan psicólogos organizacionales, administradores y técnicos, quienes son responsables de la preparación, adaptación y ejecución de nuestros servicios para el manejo del cambio dentro de los proyectos de implementación. Estas personas pasaron por todo el proceso de aprendizaje en el uso de las aplicaciones de Oracle, siguiendo un proceso similar al que los usuarios de PREPA van a atravesar. Este aspecto diferenciador, le asegura a PREPA el contar con un grupo asesor conocedor del proceso

de adopción de nueva tecnología y de herramientas efectivas que ya han sido probadas en otras implantaciones.

El enfoque de Manejo de Cambio que se propone busca facilitar la adopción de la nueva tecnología y procesos por las audiencias claves que son impactadas por este cambio: Ejecutivos, Equipo de trabajo, Gerentes funcionales, Usuarios Finales y el Equipo de Sistemas.



Específicamente el programa de Manejo de Cambio que se propone para PREPA considera actividades de asesoría en manejo de cambio, comunicación, medición continua, refuerzo de habilidades, documentación y apoyo individualizado en el uso del sistema.

Todos los servicios y mecanismos ofrecidos en el Plan de Manejo del Cambio a desarrollar estarán ajustados y adecuados a las necesidades e intereses de cada uno de los siguientes grupos del proyecto:

- **Ejecutivos** - quienes deben ser efectivos patrocinadores y establecer la visión del proyecto en los diferentes grupos que participan en la implementación.
- **Equipo del Proyecto** - cuyos miembros deben ser productivos, cooperadores y trabajar efectivamente en un lapso "corto" e intenso.
- **Gerentes Funcionales** - quienes deben facilitar la adopción del sistema en sus unidades de negocio.
- **Usuarios Finales** - quienes deben desear y tener la capacidad de usar el sistema.
- **Equipo de Sistemas de Información** - quienes deberán apoyar el proyecto y dar el servicio post implementación a los usuarios.

Basados en la estrategia de cambio, Fusionworks ayudará a PREPA a establecer y ejecutar un plan de comunicación. El plan incluye una definición de las necesidades de cada audiencia y los mecanismos de comunicación propuestos, para que el proyecto sea entendido, aceptado y finalmente “vendido” a los usuarios de PREPA.

## Sección 4 Tiempo y Costo

Los servicios aquí propuestos son ofrecidos en la modalidad de tiempo y materiales. Los servicios podrán ser solicitados según PREPA los requiera y solo se facturará por el tiempo incurrido y aprobado por PREPA.

Estimamos la cantidad de 550 días (cada día de trabajo equivale a 8 horas laborables), por servicios prestados. **La tarifa por hora de nuestros consultores es de \$100 por hora y proveemos a PREPA de una tarifa descontada a \$95.00.** El monto total de los servicios es de \$418,000.00 según se presenta a continuación:

Tareas	Días	Tarifa por hora	Total
Apoyo EBS - Apoyo funcional y técnico en los módulos del Oracle EBS (AP, GL, FA, PO, CM, Treasury, iProcurement, HR, Payroll)	100	\$95.00	\$76,000
Apoyo técnico en las integraciones de Asset Suite/Service Suite/EBS y con la plataforma de SOA	300		228,000
Servicios de apoyo a la aplicación de Solicitud de Proyectos de Generación Distribuida	150		114,000
<b>Total</b>	<b>550</b>		<b>\$418,000</b>