APAS: Change Request – Additional Resources added to the Maintenance Agreement to support 2025 Roll Close 2025

CR Status (Completed by APAS Program Manager)

Change Request #	69285-CR-031	Version 1.0
Date Closed	05/10/2025	
Status at Close	Approved	

CR Identification (Completed by Requestor)

Requested By	Mahesh Naik
Request Date	05/05/2025
Short Description	**This Change Request is for the approval of the additional resources being added to APAS Maintenance and Support team in order to meet extended needs of Roll Close of 2025. These resources have subject matter expertise on assessor's business domain, functional knowledge and Salesforce development skills.**
Priority (C, H, M, L)	C
Team	APAS team
Due Date	05/10/2025
Phase	Maintenance
Evaluator	Paul Paulose
Detailed Description/Justification	*Change/Problem Description*: The 2024-25 Assessment Roll Close was completed in APAS, and many new features were added during the first year of production. As we complete the 1st year of Maintenance and Support on May 31, 2025, staff has determined the two critical Sapient resources should be extended by 1 month to support closing the roll in the APAS system for the 2nd year. This Change Request is to add the following resources for 1 Month.

Role	Location	Rate Card	Count	Hours	Amount
Sr Salesforce Solution Architect - Kallol Baidya	Onshore	$217	1	168	$36,456
Business and Functional Lead - Sujay Hajra	Onshore	$221	1	168	$37,128
		Total Cost			**$73,584**

Relative Benefit of accepting the change request:
Ability to meet all support and essential Roll Close needs in optimized time, utilizing the knowledge and expertise of the subject matter experts.

Relative Cost of rejecting the change request:
New resources will have a larger learning curve to gain the level of expertise and that may pose risk to day-to-day business activities and roll-close activities.

CR Evaluation Results (Completed by Evaluator)

Date Evaluation Completed	05/10/2025
Work Effort Impact	None
Deliverable Impact	None
Schedule Impact	None
Functional/Solution Impact	None
Resource/Cost Impact	**$73,584**
Impact on Other tracks/ modules	None
Impact to Other External Systems	None
Other Comments	None
Overall Recommendation	

Scope / Execution Risk Assessment (Completed by APAS Program Manager)

Total Cost:	**$73,584**	
Is this shared scope risk?	No	
Is this scope increase or decrease the overall cost to the project?	Increased Cost: **$73,584**	Decreased Cost: None
ACRE Cost:	**$73,584**	
Sapient Absorbed Cost:	**None**	
Sapient Non-absorbed Cost:	None	

CCB Review Results (Completed by APAS Program Manager)

CR Review Completed	05/10/2025
Review Findings	None
New Scope Cap/Limit	None
Other Comments	None
Overall Recommendation	Approved

Approval Signatures

Sapient Project/Program Manager	*[signature]*
ACRE Project/Program Manager	*Paul Paulose*
ACRE Chief Appraiser (supporting APAS)	*Armand Sun*
ACRE IT Director	*Randall J Mellin*