


Management Consulting Engagement – Change Order for an Agency Approved Original Management Consulting request

The purpose of this quick reference guide is to explain Management Consulting Engagement Change Order Request with an Agency Approved Original Management Consulting request- submission steps.

0	<p>Navigate to https://doas.ga.gov/state-purchasing/seven-stages-of-procurement/stage-7-contract-process</p> <p> > State Purchasing > Seven Stages of Procurement > Stage 7: Contract Process</p> <p>You will find a new tile for “Management Consulting Engagement Request”.</p> <p>Tile Description as - To utilize the Statewide Contract for Management Consulting Services for engagements of \$500K or greater, State entities must submit a Management Consulting Engagement Request to DOAS for Approval, using the link provided as https://service.doas.ga.gov/app/answers/detailopa/a_id/1606.</p> <p>The following is a list of the Active Statewide Contracts for Management Consulting Services:</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 50%;">1 AVAAP USA LLC</td><td style="width: 50%;">24 GARTNER GROUP, INC</td></tr> <tr><td>2 THE STORES CONSULTING GROUP LLC</td><td>25 GUIDEHOUSE, INC</td></tr> <tr><td>3 SLALOM LLC</td><td>26 HEALTH MANAGEMENT ASSOCIATES, INC</td></tr> <tr><td>4 PUBLIC CONSULTING GROUP INC</td><td>27 HURON CONSULTING GROUP</td></tr> <tr><td>5 PROTIVITI GOVERNMENT SERVICES, INC</td><td>28 ILLUMINATIVE STRATEGIES, INC</td></tr> <tr><td>6 NAVIGATOR MANAGEMENT PARTNERS LLC</td><td>29 INTERACTIVE ADVANTAGE CORPORATION</td></tr> <tr><td>7 MGT OF AMERICA LLC</td><td>30 JABIAN CONSULTING</td></tr> <tr><td>8 MCKINSEY & COMPANY INC</td><td>31 LETS BUILD A LEGACY (B. HARDAWAY)</td></tr> <tr><td>9 MAXIMUS HUMAN SERVICES INC</td><td>32 MAULDIN & JENKINS, LLC</td></tr> <tr><td>10 IKASO CONSULTING LLC</td><td>33 MYERS AND STAUFFER LC</td></tr> <tr><td>11 KPMG LLP</td><td>34 NTT DATA STATE HEALTH CONSULTING</td></tr> <tr><td>12 ERNST & YOUNG LLP</td><td>35 PLANTE MORAN</td></tr> <tr><td>13 DELOITTE CONSULTING LLP</td><td>36 PRODUCTIVE OUTCOMES</td></tr> <tr><td>14 BERRY DUNN MCNEIL & PARKER</td><td>37 QUANTUM MARK, LLC</td></tr> <tr><td>15 ACCENTURE LLP</td><td>38 RESULTANT (KSM)</td></tr> <tr><td>16 BROWNSTONE MEDIATION SERVICES</td><td>39 RSM US, LLP</td></tr> <tr><td>17 CGI TECHNOLOGIES AND SOLUTIONS</td><td>40 SUMMIT OPTIMIZATION GROUP, LLC</td></tr> <tr><td>18 CIVIC INITIATIVES, LLC</td><td>41 THE NORTH HIGHLAND GROUP COMPANY, LLC</td></tr> <tr><td>19 COHNREZ, NICK LLP</td><td>42 THE PRINZO GROUP, INC</td></tr> <tr><td>20 CSG GOVERNMENT SOLUTIONS</td><td>43 TIDAL BASIN GOVERNMENT CONSULTING, LLC</td></tr> <tr><td>21 FCMC, LLC</td><td>44 CONSULTING, LLC</td></tr> <tr><td>22 FIRST DATA GOVERNMENT SOLUTIONS</td><td>45 TREINEN ASSOCIATES, INC</td></tr> <tr><td>23 FLY HIGH COACHING, LLC</td><td>46 TRIMETRIX INC</td></tr> <tr><td></td><td>46 TWC GLOBAL SOLUTIONS</td></tr> </table>	1 AVAAP USA LLC	24 GARTNER GROUP, INC	2 THE STORES CONSULTING GROUP LLC	25 GUIDEHOUSE, INC	3 SLALOM LLC	26 HEALTH MANAGEMENT ASSOCIATES, INC	4 PUBLIC CONSULTING GROUP INC	27 HURON CONSULTING GROUP	5 PROTIVITI GOVERNMENT SERVICES, INC	28 ILLUMINATIVE STRATEGIES, INC	6 NAVIGATOR MANAGEMENT PARTNERS LLC	29 INTERACTIVE ADVANTAGE CORPORATION	7 MGT OF AMERICA LLC	30 JABIAN CONSULTING	8 MCKINSEY & COMPANY INC	31 LETS BUILD A LEGACY (B. HARDAWAY)	9 MAXIMUS HUMAN SERVICES INC	32 MAULDIN & JENKINS, LLC	10 IKASO CONSULTING LLC	33 MYERS AND STAUFFER LC	11 KPMG LLP	34 NTT DATA STATE HEALTH CONSULTING	12 ERNST & YOUNG LLP	35 PLANTE MORAN	13 DELOITTE CONSULTING LLP	36 PRODUCTIVE OUTCOMES	14 BERRY DUNN MCNEIL & PARKER	37 QUANTUM MARK, LLC	15 ACCENTURE LLP	38 RESULTANT (KSM)	16 BROWNSTONE MEDIATION SERVICES	39 RSM US, LLP	17 CGI TECHNOLOGIES AND SOLUTIONS	40 SUMMIT OPTIMIZATION GROUP, LLC	18 CIVIC INITIATIVES, LLC	41 THE NORTH HIGHLAND GROUP COMPANY, LLC	19 COHNREZ, NICK LLP	42 THE PRINZO GROUP, INC	20 CSG GOVERNMENT SOLUTIONS	43 TIDAL BASIN GOVERNMENT CONSULTING, LLC	21 FCMC, LLC	44 CONSULTING, LLC	22 FIRST DATA GOVERNMENT SOLUTIONS	45 TREINEN ASSOCIATES, INC	23 FLY HIGH COACHING, LLC	46 TRIMETRIX INC		46 TWC GLOBAL SOLUTIONS
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1 **Management Consulting Engagement Request** tile is linked to a specific website URL. Click on https://service.doas.ga.gov/app/answers/detailopa/a_id/1606 to launch Management Consulting Engagement Request.

Home > State Purchasing > Seven Stages of Procurement > Stage 7: Contract Process

MANAGEMENT CONSULTING ENGAGEMENT REQUEST

(Engagement Requests of \$500,000 or Greater **and** Change Orders to Engagement Requests of \$500,000 or Greater)

Agency Procurement Officers(APO) and College University Procurement Officers(CUPO), please use this link below to submit a Management Consulting Engagement Request for all Engagement Requests of \$500,000 or greater **and** Change Orders to Engagement Requests of \$500,000 or Greater.

If you are looking to submit a change order, please ensure you have the original service request number.

*A quick reference guide for the tool can be accessed here:-

1. [Engagement Requests of \\$500,000 or Greater](#)
2. [Change Orders to Engagement Requests of \\$500,000 or Greater](#)

Next

2 Click on Next to launch DOAS Customer Hub Login Page.

Home > Support Login

PLEASE LOG INTO THE GEORGIA DEPARTMENT OF ADMINISTRATIVE SERVICES (DOAS) CUSTOMER HUB TO CONTINUE

Username
State employees, please use your state email, e.g.
pat.davis@doas.ga.gov

Password

LOG IN

[Forgot your Username?](#)

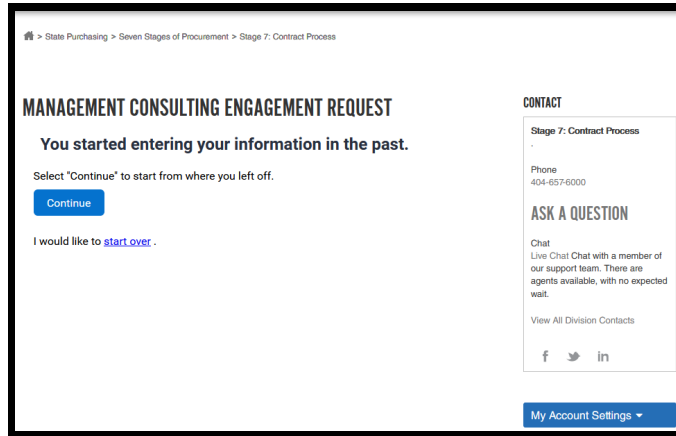
[Forgot your Password?](#)

[Create an Account](#)

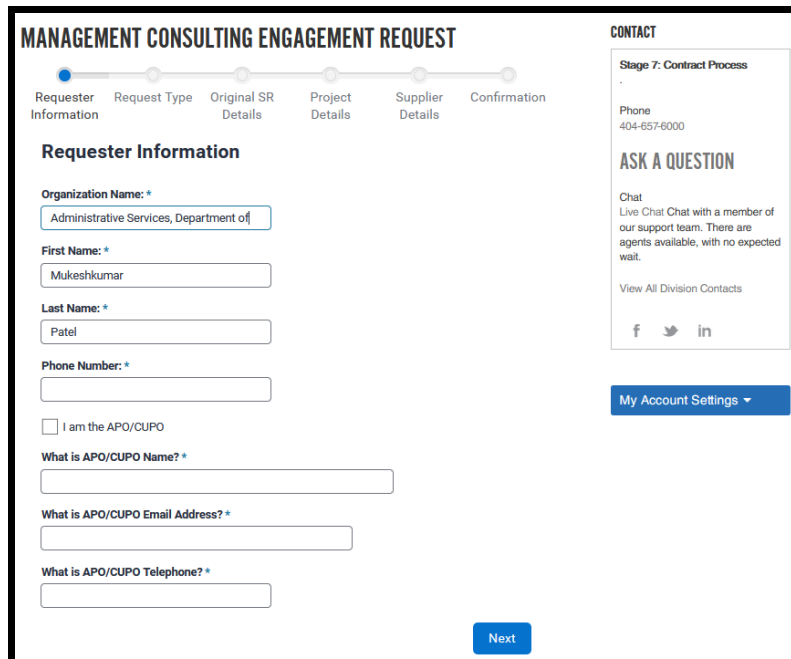
3	Incorrect Username and Password entry will display error message <div data-bbox="553 264 1109 428" style="border: 2px solid black; padding: 10px; margin: 20px auto; width: fit-content;"><p>ERROR The username or password you entered is incorrect or your account has been disabled.</p></div>
4	Use Forgot your Username? or Forgot your Password? options as needed if you do not recall your username or password.
5	Contact Procurement Helpdesk at 404-657-6000 if you have any questions or are unable to log in and unable to recall username or password.

6 Successful login attempt will launch Requester Information page of the Management Consulting Engagement Request.

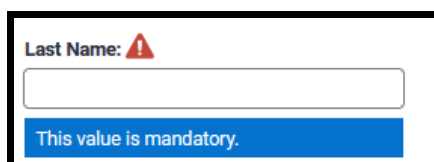
Requester may be prompted to continue session from where user left off or to start over:



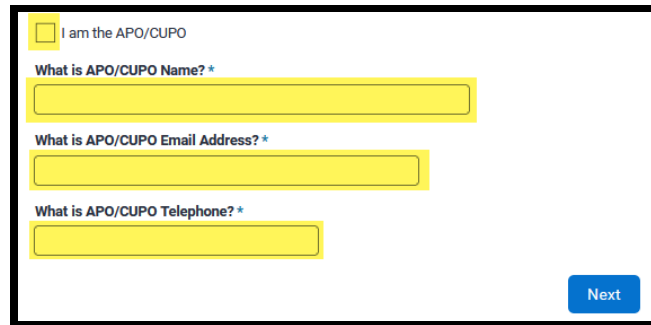
Requester Information will be prepopulated based on logged user Organization.



Review, edit as needed, enter/Select mandatory information, and then click Next. Users will be warned with an orange triangle with a white exclamation symbol for not entering or selecting the mandatory values.



APO/CUPO Name, Email, and Telephone number are optional If the logged user is APO/CUPO, then select "I am the APO/CUPO" checkbox.

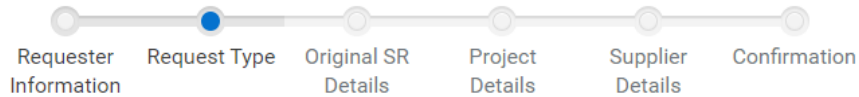


Click Next upon entry of all mandatory fields and completion of validation.

7

State Purchasing > Seven Stages of Procurement > Stage 7: Contract Process

MANAGEMENT CONSULTING ENGAGEMENT REQUEST



Request Type

Type of Request: *

- Management Consulting Engagement request equal to or greater than \$500,000K
- Change Order to Original Management Consulting Engagement request

Next

Select Request Type

If the user wants to submit a change order for an Agency Approved original management consulting request: -
Select **Management Consulting Engagement request equal to or greater than \$500,000K** and Click on Next.

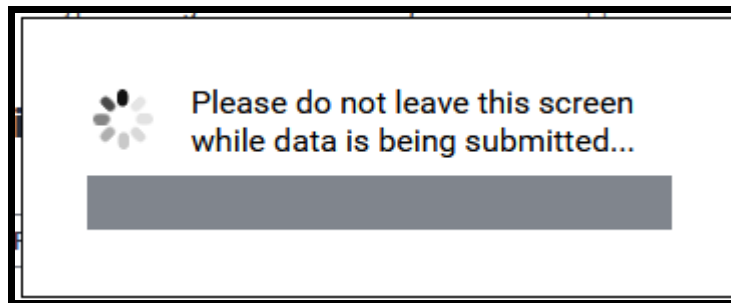
8

Requester must enter Project Name, Project Details, Statement of need, Estimated Start and End date and Click Next.

Project Details: Requester must enter the description for the original request and the change order request, enter the original engagement amount and the change order engagement amount.

Statement of Need: Attach the original request, change order request and all related documents.

The system may take time to process your entered request when navigating in between pages.



9 Enter three Supplier Details including Project Estimated Cost and Supplier proposal documents.

Business Rules:

1. Select "Yes" contracted supplier

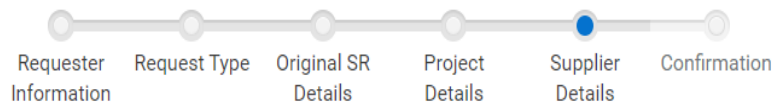
- Enter the Total engagement amount (Original and change order) in the "Amount proposed by supplier" field. The total amount must be \$500,000K or greater.
- If, your total engagement amount is less than \$500,000K, then you will receive this below error message
 - ⊖ Your chosen contracted Supplier Amount is less than \$500,000. You do not need to complete this request form if your engagement is less than \$500,000. You can exit this application by closing the browser. If you wish to submit a change order, please click the "Request Type" on the navigation header above to submit a Change Order request.

	<ul style="list-style-type: none"> • Attach supplier proposal documents for the selected (yes) supplier which includes the original and change order proposal documents. <p>2. In order to move forward with this change order for an agency approved request, please select choose “change order supplier 1” and “change order supplier 2” from the dropdown for 2nd and 3rd suppliers.</p> <ul style="list-style-type: none"> • Select “No” for the other two suppliers and choose “change order supplier 1” and “change order supplier 2” from the dropdown value for these two suppliers. • Enter a value of zero (0) amount in the “Amount at proposed by supplier” field for 2nd and 3rd supplier. • Attach supplier proposal documents for the selected (yes) supplier which includes the original and change order proposal documents.
10	Enter Supplier Details and Click on Submit.



Home > State Purchasing > Seven Stages of Procurement > Stage 7: Contract Process

MANAGEMENT CONSULTING ENGAGEMENT REQUEST



Supplier Details

Contracted Supplier Name	Is this your chosen contracted supplier?	Amount proposed by supplier
ACCENTURE LLP	<input checked="" type="radio"/> Yes <input type="radio"/> No	567,000
ERNST & YOUNG LLP	<input type="radio"/> Yes <input checked="" type="radio"/> No	0
MGT OF AMERICA LLC	<input type="radio"/> Yes <input checked="" type="radio"/> No	0

Please upload the supplier proposal document(s).
Each upload is limited to 10 MB. The maximum file size for all documents uploaded is limited to 50 MB

Attach 1st supplier proposal document(s): *

docx

[Management Consulting-Change Order](#)


Attach 2nd supplier proposal document(s): *

pdf Add

[Management Consulting- Original Request- Training Guide.pdf](#) 

Attach 3rd supplier proposal document(s): *

docx Add

[Management Consulting- Change Order for approved original engagement requests of \\$500,000 or greater- Training Guide.docx](#) 

[Back](#)

[Submit](#)

10 Successful submission will display Confirmation page.

11	<p>The requester must download Management Consulting Engagement Change Order Request and store PDF on agency shared drive or at the right location within project folders for Open Records and internal project operations.</p> <p>PDF Form Layout:</p>

NEW MANAGEMENT CONSULTING ENGAGEMENT REQUEST

Requester Details		
Date of Submission: 05/13/2022		
Organization: Administrative Services, Department of		
First Name: Ghazal	Last Name: Rathi	
Phone: 1-546-546-4564	Email: ghazal.rathi1@doas.ga.gov	
APO/CUPO Information		
Are you the APO/CUPO? Yes		
APO/CUPO Name:		
APO/CUPO Phone:	APO/CUPO Email:	
Request Information		
Type of Request: Management Consulting Engagement request equal to or greater than \$500,000K		
Project Name: test		
Statement of Work: fgf		
Engagement Amount: \$567,000.00		
Estimated Start Date: 05/05/2022	Estimated End Date: 05/26/2022	
Supplier Details		
Supplier Name	Estimated Amount	Contracted Supplier
ACCENTURE LLP	\$567,000	Yes
ERNST & YOUNG LLP	\$0	No
MGT OF AMERICA LLC	\$0	No

12 The request will receive a system-generated email confirmation for internal records.

Change Order to Original Management Consulting Engagement Request [Service Request: 220404-000424]



Procurement Help <ProcurementHelp@doas.ga.gov>
To Patel, Mukesh

Reply Reply All Forward

Mon 4/4/2022 9:30 PM



Change Order to Original Management Consulting Engagement Request

State Purchasing is in receipt of the Management Consulting Engagement request: 220404-000424.

We will review and send a determination back to you within 5 business days. Please provide any information that will assist us in reviewing your waiver request.

[Access Your Submission Online](#)

Thank You

Service Request # 220404-000424

- Date Created: 04/04/2022 09:29 PM
- Date Last Updated: 04/04/2022 09:29 PM
- Status: Open

13 Click on My Account Settings > Support History to continue follow-up with State Purchasing Division on all your previously opened service tickets.

State Purchasing > Seven Stages of Procurement > Stage 7: Contract Process

MANAGEMENT CONSULTING ENGAGEMENT REQUEST

Requester Information | Request Type | Original SR Details | Project Details | Supplier Details | Confirmation

Download Application

Your request has been submitted. Record your service request number, 220404-000424, for your future reference and any change order requests. You will be notified of a determination of your request within five (5) business days. Your Agency Procurement Officer (APO) or College University Procurement Officer (CUPO) will be notified of this communication and the final decision.

Download Application:

[Change Order Management Consulting Engagement Request](#)

Additional Information:
[Department of Administrative Services Home Page](#)

Create a New Request:
[State Purchasing Request Portal](#)

CONTACT

Stage 7: Contract Process

Phone
404-657-6000

ASK A QUESTION

Chat
Live Chat We're sorry, chat is currently unavailable.

View All Division Contacts

f t in

My Account Settings ▾

- Account Overview
- Support History**
- Account Settings
- Logout

Support History

Logout

SUPPORT HISTORY

Account Overview Submit A Question Account Settings Change Password Manage Mailing List

Search your Support History

Results 1 - 10 of 366

Reference #	Status	Date Created	Subject
220404-000424	Open	04/04/2022	Change Order to Original Management Consulting Engagement Request
220404-000382	Open	04/04/2022	New Management Consulting Engagement Request

14 End of Procedure.