**Department of Materials Management**

**Procurement Unit**

**MONTGOMERY COUNTY PUBLIC SCHOOLS**

**45 W. Gude Drive, Suite 3100**

**Rockville, Maryland 20850**

**May 4, 2018**

**NOTICE TO BIDDERS**

**The following are additional questions and responses from the**

**Pre Bid Conference (May 4, 2018) regarding**

**RFP No. 4455.1 Enterprise Resource Planning Software & Implementation Services**

# **PART A. Questions & Answers**

**A.1. Question:** Are there user counts for each particular module?

**Answer**: Refer to question 32 and see below for additional information based on current user count Oracle EBS 11.5.2. Current user counts are provided in **Attachment A**. Please note that these counts do not include the number of budget management module users or the number of employee-self-service users currently using EBS to submit mileage and expenses.

**A.2. Question:** Can MCPS provide part-time positions, which may make a difference to the licensing?

**Answer**: This is for implementation only and does not include licensing.

**A.3. Question:** Need a breakdown of users for training purposes

**Answer**: Response: Refer to Question 1 above.

**A.4. Question:** Is MCPS looking to purchase EPBCS or PBCS for budgeting and planning?

**Answer**: The implementer will include the recommendation in the response. Oracle will provide the initial Bill of Materials and the functional requirements matrices.

**A.5. Question:** Will MCPS provide Treasury because Oracle does not have Treasury?

**Answer**: The implementer should propose a Treasury solution to meet each Treasury requirement. Please note that the proposed solution must be highly integrated/interfaced.

**A.6. Question:** Do you want the actual name of the resource as indicated in Attachment 15 Staffing Matrix?

**Answer**: Please provide the detail on the roles, including the number of hours per month, for the vendor and district staff.

**A.7. Question:** Do you want the actual references for the staff who will be working on the project?

**Answer**: Yes, references for key staff are required.

**A.8. Question:** Attachment 19 Cost Proposal—do you want pricing broken down by section or by Firm Fixed Price (FFP) hour?

**Answer**: You will see that you are to break down pricing by Deliverable. There is a separate schedule for third party software located on a separate tab in the workbook.

# **PART B. Clarification of the Q & A Issued May 3, 2018**

1. **Question 33:** There is a go live date, do you have a date for the actual start?

**Response:** There are several events that need to occur, therefore, the target date to start the project in November, 2018. Oracle ERP Cloud will begin first in November 2018 while the implementation of the budgeting solution will begin in March 2019.

1. Regarding Question #31 requesting historical data on file, is there an expectation?

**Response:** Refer to the answer for Question 31. We are expecting the implementer to provide options for best practices.

1. Will MCPS be purchasing any additional PaaS with this project?

**Response:** MCPS is expecting the implementer to suggest PaaS when necessary to address gaps in functional requirements.

1. Is there a plan for the full implementation of Infor Lawson and Oracle integration?

**Response:** We are currently in the process of upgrading Infor Lawson on premises to Version 10. The Infor Lawson upgrade will be completed prior to going live with Oracle Cloud (ERP & Budget.)

# **PART C. Comments**

**C.1 Overall Comments**

C.1.1 General Comment from Oracle

Training is a critical piece of this project and the submissions need to fully articulate the training plan.

**C.2 Overall Comments/Questions from the Participants**

C.2.1 It would be helpful to have the “government” provide an overview of this project

**Response:** Refer to Sections 1 and 2 of the RFP. MCPS is looking for a Cloud solution and to benefit the business operations of MCPS. MCPS wants to limit the customizations and the need to use PaaS.

This is an implementation RFP so we want to have details on how you will work with MCPS, including change management and business processes. We want to know your approach how to leverage the MCPS teams that have been identified.

C.2.2 Will the current processes be included?

**Response:** The current processes are included. MCPS is currently utilizing Oracle EBS r11.5.10.2. The system inventory which provides information related to the modules used and the process maps is included as Exhibit 2 reflect current processes.

C.2.3 Can someone elaborate on the fixed price approach?

**Response:** This is not a time and materials approach, the submission needs to include all pricing including travel and contingencies.

C.2.4 The RFP asks for fixed fee and there are areas that have not been identified, how do we include that in the pricing?

**Response:** Buckets can be included for unknown areas. The submission needs to be very transparent.

C.2.5 You mentioned travel, is it expected that teams will be on premises or offsite?

**Response:** The submission needs to detail the best solution and how your staff will be deployed.