


Office of the Superintendent of Schools  
MONTGOMERY COUNTY PUBLIC SCHOOLS  
Rockville, Maryland

January 13, 2022

MEMORANDUM

To: Members of the Board of Education

From: Monifa B. McKnight, Interim Superintendent of Schools 

Subject: Contract Approval for Request for Proposal No. 4923.1, Enterprise Resource Planning Software and Implementation Services

This is a contract with an experienced firm to provide information technology services to implement Oracle's cloud-based Human Capital Management (HCM) application and to acquire subscriptions to the Oracle Software-as-a-Service (SaaS) HCM Platform. This implementation will include a third-party subscription service for Forms W-2 and 1095 payroll tax reporting that will be fully integrated with the Oracle HCM application. Upon completion of this multi-year project, Montgomery County Public Schools (MCPS) will utilize a single enterprise application for functions currently performed across several systems. These systems include the Infor Lawson Human Resources Information System (HRIS), the Oracle Talent Acquisition Cloud Service (Taleo), and multiple stand-alone systems. It is recommended that the Board of Education approve this contract through June 30, 2025.

The Oracle HCM and Payroll implementation will be performed in an overlapping, phased approach that will span four fiscal years, 2022–2025. This strategic approach will ensure that implementation risk is minimized and that schools and offices are served through modern supported technologies, more efficient business processes, and an enhanced end-user experience.

In May 2021, MCPS released Request for Proposal (RFP) No. 4923.1 to identify a SaaS cloud solution for human capital management and payroll, and an experienced implementation firm to begin the work in April 2022. MCPS hired the Government Finance Officers Association to assist in the development of this RFP and to facilitate the selection process of the software and implementation firm best qualified to perform this critical multiyear implementation consistent with MCPS procurement guidelines. A five-member MCPS cross-functional team participated in a comprehensive software and vendor selection process that was conducted from June 2021 through September 2021. MCPS staff and subject matter experts observed the July vendor interviews and August discovery work sessions and provided valuable feedback via online surveys that were considered in the selection process. The selection team's recommendations were forwarded to the project executive leadership for approval in September.

The Oracle HCM and Payroll implementation project is coordinated under the collaborative leadership of the Office of Technology and Innovation, the Office of Human Resources and Development, and the Office of Finance. This implementation project is the final phase of the Enterprise Resource Planning (ERP) Upgrade Program that was initiated in Fiscal Year (FY) 2018 to modernize and upgrade MCPS’s core business systems approaching their end of life and having limited vendor support. We anticipate that the current Infor Lawson HRIS and Payroll system will reach its end of life in FY 2025. Earlier phases of the ERP Upgrade Program include the comprehensive functional and technical assessment of MCPS business systems, benchmarking, and the development of an ERP Upgrade project roadmap in FY 2018, as well as the subsequent implementation of the Oracle ERP Cloud financial system and the implementation of the Oracle Cloud Enterprise Performance Management (EPM) budget solution launched in FY 2021.

WHEREAS, Funds have been budgeted spanning four fiscal years for Request for Proposal No. 4923.1, Enterprise Resource Planning Software and Implementation Services (Human Capital Management and Payroll); now therefore be it

Resolved, That having been duly advertised, the following contract be awarded to the bidders meeting specifications as follows:

4923.1 Enterprise Resource Planning Software and Implementation Services for Human Capital Management and Payroll

Responsible Office: Office of Technology and Innovation

Awardee

Applications Software Technology, LLC, Naperville, Illinois (AST)

Automatic Data Processing, Inc., Roseland, New Jersey (ADP)

Oracle America, Inc., Redwood Shores, California

Total \$18,477,550

MBM:ESD:amd