

# Request for Offers (RFO) Addendum

RFO Number: RFO0149

Addendum Number: 2

Date of Addendum: 9/23/2016

Original Posting Due Date, Time: 09/28/2016; 4:00pm CT

Revised Due Date, Time: NA

Title: eProcurement Technology Assessment

## SCOPE OF ADDENDUM

The following are changes to the RFO: Providing additional clarification on a question received and corresponding answer from Addendum 1:

### Q8. Would like to know the answer for each below listed concern:

**Q8A.** What are the current EPR and PeopleSoft versions and modules implemented?

**A8A.** PeopleSoft version 9.1, maintenance pack 8. Modules: Asset Management, Billing, Cash Management, Catalog Management, Collaborative Supply Management, Contracts, ESA Portal Pack, eBill Payment, eProcurement, eSettlements, eSupplier Connection, General Ledger, Grants, Human Capital Management, Inventory, Mobile Inventory, Pay/Bill Management, Payables, Procurement Card, Project Costing, Purchasing, Receivables, Staffing Front Office, Strategic Sourcing, Supplier Contract Management, Supply Chain Portal Pack, Supply Planning, Transaction Billing Processor.

**Q8B.** SciQuest – modules implemented?

**A8B.** No.

**Q8C.** Current BI system and or tools?

**A8C.** EPM version 9.1, OBIEE version 11.7.041, Datastage version 8.5 and PeopleTools version 8.53.06 (Planned implementation of version 8.54.20 by Jan. 2017)

**Q8D.** List of third party integrations?

**A8D.** None

**Q10E.** Agencies utilizing current eProcurement solution?

**A10E.** All agencies are using the system to some degree with the exception of a few that have statutory exemptions.

**Q8F.** Are any agencies utilizing other procurement solutions?

**A8F.** Some are using an independent pre-requisitioning tool.

**Q8G.** Are the Minnesota colleges/universities under DOAS purview? If so, what integrations/data feeds exist.

**A8G.** No.

**Q8H.**Current inventory management system; what type inventory is currently being tracked/managed?

**A8H.**PeopleSoft Inventory (IN) and Mobile Inventory (MI). Inventory type is consumables (non-assets).

**Q8I.**Tentative schedule for non-DOAS presentations?

**A8I.**To be developed.

This addendum shall become part of the RFO and should be returned with, or acknowledged in, the response to the RFO.

RESPONDER NAME:

SIGNATURE:

TITLE:

DATE:

## Request for Offers (RFO) Addendum

**RFO Number:** RFO0149

**Addendum Number:** 1

**Date of Addendum:** 09/22/2016

**Original Posting Due Date, Time:** 09/28/2016; 4:00pm CT

**Revised Due Date, Time:** N/A

**Title:** eProcurement Technology Assessment

### SCOPE OF ADDENDUM

The following are changes to the RFO: **posting answers to the questions received from vendors (Q & A)**

**Q1. Do you have any information on the projected duration of an initial contract for RFO0149?**

**A1.** It depends on how long the contracting process takes. Currently, the State desires the deliverables be completed in a 4 month period Oct. 2016 – Jan. 2017. Three (3) months Oct. – Dec. would be preferred recognizing that the consultants work week would be more than 40 hours.

**Q2. Does the Dept of Admin have an incumbent contractor(s) either currently working, or who recently worked, on this project?**

**A.** Is the incumbent eligible to respond to this solicitation?

**B.** If there is an incumbent, can you provide the name?

**A2.** *There is no incumbent.*

**Q3. Can you confirm the mode of interview for the subject mentioned requirement titled eProcurement Technology Assessment due on 10/28/2016 issued by Minnesota Department**

**of Administration, MN?**

**A3.** *Interviews will be in-person.*

**Q4.** **The RFO states vendor provides two resources, but only one proposal, should those two resources be submitted in one proposal or are we limited to only the proposal of one resource?**

**A4.** *One proposal with at least two resources should be submitted.*

**Q5.** **Can you respond to these concerns below?**

- 1. Project Deliverables: Documented future requirements for procurement (2-8 years) – can you please let us know what the scope of this task will be? Are you focused on business process, technical requirements, or both? Project Deliverables: Does the documented implementation in the eighth bullet refer to a long-term plan/roadmap beyond the 18 months? (potentially up to 8 years?)**
- 2. Project Environment: May we provide a combination of on-site and off-site tasks where appropriate?**
- 3. Responsibilities of Selected Vendor: May we use our SharePoint project documents repository for storing and sharing deliverables and related materials?**
- 4. Has any vendor done any work related to this project for the State yet? If so, who?**
- 5. Do you have a maximum budget for this project? Can you share it with vendors?**

**A5.**

1. Both business and technical requirements are included in this effort. The RoadMap is for 8 years.
2. On-site is expected for most of the work. Off-site will be considered, but would need pre-approval from the project manager.
3. All work materials are to be stored on State systems.
4. There is no incumbent vendor.
5. There is a budget for this project.

**Q6.** **3-part question:**

1. In an effort to scope out the work effort, what is the estimated number of staff, agency users and CPV customers that would be involved in the interviews (listening sessions)?
2. Based on the expectation for timing of presentations mentioned in the deliverables section, is it expected that this assessment be completed by end of December 2016?
3. Can we present more than 2 candidates as long as the total time estimated would equal that of 2 full-time consultants?

**A6.**

1. Approximately 100.
2. December would be ideal. January 2017 is the expectation.
3. Yes.

**Q7.** **Is this a two-person project or can one resource suffice?**

**A7.** A minimum of 2 resources will be necessary to complete the deliverables in the timeframe needed. You may propose more than 2 resources if necessary.

**Q8.** **Would like to know the answer for each below listed concern:**

- **What are the current EPR and PeopleSoft versions and modules implemented?**
- **SciQuest – modules implemented?**
- **Current BI system and or tools?**
- **List of third party integrations?**
- **Agencies utilizing current eProcurement solution?**

- **Are any agencies utilizing other procurement solutions?**
- **Are the Minnesota colleges/universities under DOAS purview? If so, what integrations/data feeds exist.**
- **Current inventory management system; what type inventory is currently being tracked/managed?**
- **Tentative schedule for non-DOAS presentations?**

**A8.** These are all questions the State expects to be answered in the project deliverables.

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