 9/3/2021

**REQUEST FOR PROPOSALS**

Information Technology Dept

RFP # S2866 Peoplesoft Managed Services

**ADDENDUM #5**

The City of Springfield is hereby amending the above mentioned RFP. The original document can be found on the City’s website at [www.springfield-or.gov](http://www.springfield-or.gov) (select CITY > Finance > Purchasing and Contracts then RFP# will be linked to the RFP/ITB page).

1. **Question:** *In RFP #S2866 Part 3: Proposal Submission Requirements, the city is requesting that the cover letter include "a statement of the firm’s ability to begin work October 1, 2021". We generally request four weeks after the notice of award to get the necessary resources in place. Can you please confirm if an October 1st start date is a mandatory requirement to be considered for award of this contract?*

**City’s Response:** *The city needs work to begin on October 1st, 2021.*

1. **Question:** *Will the City provide a list of modules per pillar?*

**City’s Response:**  *Yes, this was provided in the addendum*

1. **Question:** *How does the City want any exceptions to the sample contract to be outlined in the cover letter?*

**City’s Response:** *Contract will be negotiated, and exceptions considered, after vendor has been selected.*

1. **Question:** *Is the City planning to revise the pricing sheet to include required activities like training? Can vendors make changes to the pricing sheet?*

**City’s Response:** *Yes, we will provide an updated pricing sheet. If the proposer wants to submit additional information, we will consider reviewing it. However, all proposed costs must be included in the City provided pricing sheet.*

1. **Question:** *Will the City clarify the certifications section of the pricing sheet?*

**City’s Response:** *Yes, please see revised pricing sheet.*

1. **Question:** *Would the City please provide a listing of the current PeopleSoft applications that are in production?*

**City’s Response:** *Yes, this was provided in the addendum*

1. **Question:** *Would the City please provide the current PeopleSoft Application Versions, PeopleTools Versions, and PUM Versions?*

**City’s Response:** *Yes, this was provided in the addendum*

1. **Question:** *How is the City’s current PeopleSoft system currently being supported?*

**City’s Response:** *1.5 FTE internally and business partners contract for security patches, regulatory compliance (tax updates), and PeopleTools upgrades.*

1. **Question:** *Does the City have any internal resources who currently complete these tasks? Are they available for knowledge transfer as needed?*

**City’s Response:** *Yes, once a vendor is selected.*

1. **Question:** *Will the current City PeopleSoft support resources participate in the execution of any of these future updates/applications of patches?*

**City’s Response:** *Yes*

1. **Question:** *Does the City currently have a PeopleSoft Managed Services contract in place with a consulting services provider? If it does, how long has that contract been in place?*

**City’s Response:** *Yes, for the last few years.*

1. **Question:** *The RFP states – “Identify whether you qualify as a resident bidder as described in ORS279A.120 (1) (b) and if you are licensed to do business in the State of Oregon. Is it a requirement for an entity to be a resident bidder in order to submit an RFP response?*

**City’s Response:** *It is not a requirement to be a resident bidder but all vendors will need to identify if they have resident bidder status or not. The city will comply with the resident bidder status requirements as listed in the ORS guidelines listed below;*

*(2)For the purposes of awarding a public contract, a contracting agency shall:*

*(a)Give preference to goods or services that have been manufactured or produced in this state if price, fitness, availability and quality are otherwise equal; and*

*(b)Add a percent increase to the bid of a nonresident bidder equal to the percent, if any, of the preference given to the bidder in the state in which the bidder resides.*

1. **Question:** *Will the City consider extending the due date of the RFP response submittal?*

**City’s Response:**  *No, unfortunately we cannot.*

1. **Question:** *Please describe any current issues in managing and supporting your application environments?*

**City’s Response:**  *This will be addressed with the selected vendor.*

*o Time zones and communication*

*o Response time*

*o Availability of continuous support*

1. **Question:** *What PeopleSoft Modules are you utilizing in HCM and FSCM??*

**City’s Response:**  *HCM*

*o Human Resources, Benefits, Payroll, EBenefits, EProfile, EPay*

*FSCM*

*o Enterprise Financials, Project Costing, Purchasing*

1. **Question:** *Is your maintenance current with Oracle?*

**City’s Response:**  *Yes*

1. **Question:** *Is database only MS SQL or do you also have Oracle DB? If so, where is it used?*

**City’s Response:**  *Only MS SQL*

1. **Question:** *Describe your application, middleware, and database licensing entitlements?*

**City’s Response:**  *We will provide this detailed information we have selected and vetted a vendor.*

1. **Question:** *What type is your application service our of the following – Oracle Application Server or Oracle WebLogic or IBM WebSphere?*

**City’s Response:** *We will provide this detailed information we have selected and vetted a vendor.*

1. **Question:** *What language(s) is the system required to support?*

**City’s Response:**  *English*

1. **Question:** *How many production migrations do you perform monthly?*

**City’s Response:**  *Depends on multiple factors such as security patching and regulatory compliance.*

1. **Question:** *What are your current Batch Workloads?*

**City’s Response:**  *We will provide this detailed information we have selected and vetted a vendor.*

1. **Question:** *Please describe any near-term PeopleSoft-Specific Projects?*

**City’s Response:**  *We will provide this detailed information we have selected and vetted a vendor.*

1. **Question:** *How many custom programs do you have?*

**City’s Response:** *Only one, Timecard*

1. **Question:** *How many interfaces do you have?*

**City’s Response:**  *We will provide this information to the selected and vetted vendor..*

1. **Question:** *Are you using any third-party enterprise applications like Kronos, Hyperion, etc.?*

**City’s Response:**  *No.*

1. **Question:** *For Section III – Proposal Requirements Section, is the City expecting a statement for 7. Additional services? It seems as though it is a statement instead of requesting a response.*

**City’s Response:**  *Yes, these can be added to the pricing sheet and additional information can be provided for consideration. Please note that Additional Services must be listed in the price sheet to be considered.*

1. **Question:** *For the PS Test Framework Implementation, can the city describe what the scope of this would involve? (i.e. both pillars, do you have the test scripts but would you want test cases created in PDFs, etc.)*

**City’s Response:**  *Both pillars and no implementation has occurred to date. The City does not currently have test scripts.*

1. **Question:** *After reviewing documentation, we just want to point out that the city for future reference that there might not be a certified upgrade path from 9.1 to 9.2 using tools 8.58.06.*

**City’s Response:**  *OK, thank you for the information.*

In the event that it is necessary to further amend, revise or supplement any part this RFP, additional addenda will be posted on the City’s website at <http://www.springfield-or.gov> (select CITY > Finance > Purchasing and Contracts then RFP# 2866 Peoplesoft Managed Services). As stated in the original solicitation, City will make a reasonable effort to provide the addenda to all Proposers who asked to be on the Interested Parties List. This addendum shall be considered part of the specification of the RFP. The City is not responsible for any explanation, clarification, interpretation or approval made or given in any manner except by written addenda issued by City.

**ALL PROPOSERS SHOULD ACKNOWLEDGE AND INCLUDE THIS ADDENDA #1 AS PART OF**

**THEIR SUBMITTAL PACKAGE.**