

**DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION**

Rev 1

New contract
 OTR
 CO
 SS
 BW
 Emergency
 Previous Contract/Project No.

Re-Bid
 Other:
 Accessing Broward Contract
 LIVING WAGE APPLIES: __YES X NO

Requisition/Project No: RQID1500131

TERM OF CONTRACT: 9 months

Requisition/Project Title: Consulting Services ERP Assistance

Description: Consulting Services to Assist County in evaluation of Proposals Received in response to solicitation for ERP Implementation/Integration

User Department(s): Finance

Issuing Department: ISD - PMS

Contact Person: Andrew Zawoyski Phone: 305-375-5663

Estimated Cost: \$250,000.00

Funding Source: Bond Proceeds

REVENUE GENERATING: No

ANALYSIS

Commodity/Service No: 918-29	SIC:
Trade/Commodity/Service Opportunities	
Contract/Project History of Previous Purchases For Previous Three (3) Years Check Here <input type="checkbox"/> if this is a New Contract/Purchase with no Previous History	
	EXISTING 2 ND YEAR 3 RD YEAR
Contractor:	
Small Business Enterprise:	
Contract Value:	
Comments:	
Continued on another page (s): <input type="checkbox"/> Yes <input type="checkbox"/> No	

RECOMMENDATIONS

SBE	Set-Aside	Sub-Contractor Goal	Bid Preference	Selection Factor
		%		
		%		
		%		
		%		

Basis of Recommendation:

We are accessing a competitively competed agreement from Broward for this assistance; the proposals for ERP are due in a couple of weeks and the services are required

Signed: *Andrew Zawoyski, CPPO*

Date to SBD: 9-11-15

Date Returned to PM: _____

Scope of Services

Consultant Services to Assist in Evaluation of Proposals Received for County ERP Implementation/Integration RFP

Miami-Dade County, hereinafter referred to as the "County", as represented by the Miami-Dade Information Technology (ITD) and Finance Departments (FIN), is seeking assistance from the Plante Moran, PLLC ("Consultant") in the review/analysis of proposals received in response to County RFP 00200, ERP Implementation, Integration and Related Services. As you are aware the County is in the process of obtaining a firm to lead a County-wide Enterprise Resource Planning (ERP) implementation of the Oracle ERP applications, Hyperion Budgeting applications, and Oracle Analytics applications and related services document. The new ERP Solution will become the system of record/functionality for Human Resources, Procurement, Finance, Budgeting, and Reporting for the County. The Selected Proposer from the RFP process will manage the implementation of an ERP solution capable of meeting the requirements outlined in Section 2.0 (draft RFP) including but not limited to application architecting, business process design, application modification where required to meet business needs, implementation, configuration, testing, planning, data migration, documentation, training, development of required interfaces programs, change management, and subsequent post go-live support. The Selected Proposer must possess experience on par with the size and complexity of the County and provide all the needed expertise to bring a complete and connected suite of functional modules on line.

The Consultant shall review Proposals received for the ERP Implementation Integration and Related in accordance with the Proposal submitted by Consultant on September 2, 2015, incorporated herein by reference.

The Consultant shall assist County personnel to include proposed Project Manager for the ERP Implementation Project and additional Information Technology and Functional staff concerning its review and provide other related technical assistance. The Consultant shall meet with County procurement staff for any procurement process related information. Dates and times for these sessions shall be addressed under separate cover.

The County will provide office space and access to internet for Consultant staff during the period of performance, as may be needed to complete the Work. County will provide information technology and procurement staff as may be needed and will address all questions presented within two business days to submit comments to Consultant.

Payment for services as further detailed in Purchase Order will be paid by the County based on milestone payment.

Washington, Latoya (ISD)

From: Johnson, Laurie (ISD)
Sent: Friday, September 11, 2015 2:56 PM
To: Adams-Parish, Traci (ISD); Washington, Latoya (ISD); Taylor, Coralee (ISD)
Subject: FW: Consulting Services for ERP proposals Evaluation
Attachments: Scope for Evaluation Phase.docx; Input Doc-Project Measure Worksheet.docx

Please review the attachments and process as requested

Thanks

Laurie Johnson, SBD Section Chief
Internal Services Department
Small Business Development
111 NW 1st Street #19 Floor, Miami, FL 33128
Phone No. 305-375-3121 / Fax No. 305-375-3160

<http://www.miamidade.gov/smallbusiness>


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Please consider the environment before you print this email

From: Zawoyski, Andrew S. (ISD)
Sent: Friday, September 11, 2015 2:48 PM
To: Johnson, Laurie (ISD)
Subject: Consulting Services for ERP proposals Evaluation

Hi Laurie,

Please see attached and advise. We are accessing a Broward County Contract to acquire assistance in evaluation of proposals for ERP solicitation.

If you have any questions, please advise.

Thanks,
Andrew

Andrew Zawoyski, CPPD

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