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## **ADDENDUM NO. 6**

DATE: October 18, 2013  
TO: ALL PROSPECTIVE PROPOSERS  
SUBJECT: ERP Implementation, Integration and Related Services  
RFP No. 882

This addendum becomes a part of the subject RFP No. 882.

- A. Attached are the Budget/Hyperion requirements that were inadvertently omitted from Attachment 1 to the Proposer Information document. Please complete and present with the remainder of Attachment 1 (to Proposer Information) requests.
- B. Attachment C - County's Current Computer Systems Interfaces: Please add the below items to the Attachment C:

### **Resourcing for Results Online (RFRO)**

This is a web based application that enables all County departments to submit their annual proposed operating budgets in a consistent format for development and ultimate production of the County's annual Proposed Resource Allocation Plan and Adopted Budget documents.

### **Automated Budget Development System (ABDS)**

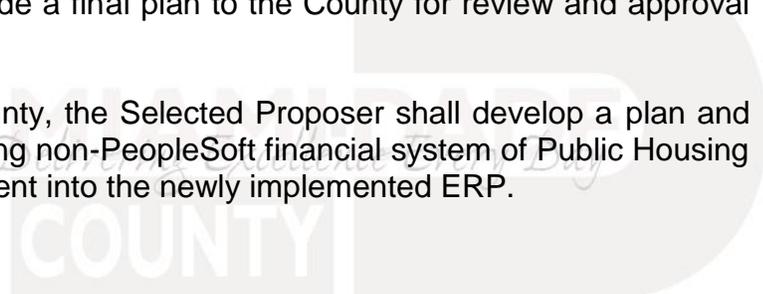
An in-housed developed mainframe budget system that incorporates employee and operating budgets.

- C. Attachment D as attached with this Addendum No. 6 replaces previous version of Attachment D.
- D. The following revised Section 2.4.5 replaces in its entirety Section 2.4.5 in the RFP:

### **2.4.5 WATER & SEWER/AVIATION AND PUBLIC HOUSING FINANCIALS INTEGRATIONS (optional)**

If so requested by the County, the Selected Proposer shall integrate the existing WASD & MDAD Financials/Supply Chain Implementation into the newly implemented ERP. In this event, the Selected Proposer will provide a final plan to the County for review and approval for the completion of these services.

In addition, if so requested by the County, the Selected Proposer shall develop a plan and analysis for the integration of the existing non-PeopleSoft financial system of Public Housing and Community Development department into the newly implemented ERP.



Additionally, the following is a revision to page 6 of Form B-1 (which was included, as part of Addendum No. 4 to this RFP):

**D. WATER & SEWER/AVIATION AND PUBLIC HOUSING FINANCIALS INTEGRATION (OPTIONAL)**

“As requested in Section 2.4.5 of this solicitation, as amended above, provide an all inclusive cost for the integration of the existing WASD & MDAD Financials/Supply Chain Implementation into the newly implemented ERP. This amount is NOT to be included in the Proposed Price in Section A above.”

*(The chart which follows this paragraph (on Page 6 of Form B-1) remains the same.)*

“As requested in Section 2.4.5 of this solicitation, as amended above, provide an all inclusive cost for the planning and analysis for the integration of the existing non-PeopleSoft financial system of Public Housing and Community Development department into the newly implemented ERP. This amount is NOT to be included in the Proposed Price in Section A above.”

<b>PRICE BREAKDOWN FOR THE PLANNING AND ANALYSIS OF PUBLIC HOUSING DEPARTMENT FINANCIALS INTEGRATION</b>			
<b>Role</b>	<b>Anticipated Hours</b>	<b>All Inclusive Hourly Rate</b>	<b>Total (Hours x Rate)</b>
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
<b>Other</b>	<b>Description</b>		
			\$
			\$
<b>Total for Planning and Analysis of Public Housing Financials Integration</b>			<b>\$</b>

E. The following “Note” is added to Attachment L (included as part of Addendum No. 4 to this RFP):

“Note: It is expected that the numbers of individuals in all three columns above will require Oracle Certified Training. However, the County expects that the trainings for the different categories may occur at varying time within the project schedule. Furthermore, it is expected that the trainers will

complete Oracle Certified Training to prepare them to perform as “Train the Trainer” structure in support of Attachment N – End Users Training Matrix.”

F. Attached are Questions presented with County responses.

**All other information remains the same.**

Miami-Dade County

*Andrew Zawoyski, CPPO*  
Contracting Officer

cc: Clerk of the Board  
Daniel Frastai, Assistant County Attorney

<b>BUDGET MANAGEMENT (BM) Functional Requirements</b>			<b>Response (Y,C,N,M)</b>	<b>Module/Detailed Explanation</b>
<b>COMMITMENT CONTROLS</b>				
BM	1	Ability to control budget creation and adjustment.		
BM	2	Ability to budget checking of PeopleSoft and third-party source transactions.		
BM	3	Ability to budget error and warning notification and override.		
BM	4	Ability to inquiry on budgets and budget-checking activity.		
BM	5	Ability to process budget closing.		
BM	6	Ability to archive		
BM	7	Ability to control budget in the General Ledger		
BM	8	Ability to provide appropriation and budgetary controls that can be configured by the user at any financial control level (e.g. at Fund level, Subfund level, Department level, etc.)		
BM	9	Ability to upload from ABDS or Hyperion to FAMIS		
BM	10	Ability to maintain encumbrances accounting and controls.		
BM	11	Ability to manage Disaster Recovery to an off-site.		
BM	12	Ability to integrate the budget to commitment accounting at various levels		
BM	13	Ability to integrate to position management for commitment control		
BM	14	Ability to establish workflows associated with commitment controls and position management		
BM	15	Ability to capture, track, and report on all grant related budgeting		
BM	16	Ability to capture, track, and report on all capital programs		
BM	17	Ability to have financial and project based budget integrated between PeopleSoft and Hyperion		
BM	18	Ability to have mid-year amendment changes		
<b>HYPERION</b>				
BM	19	Ability to prepare budget outside of the General Ledger ten months before the beginning of the new fiscal year		
BM	20	Ability to load and fine tune adopted budget before interface with the general ledger system, once approved, and replace B-Prep module in ABDS		
BM	21	Ability to automatically round line items to nearest thousand for all personnel costs, and nearest hundred for all other line items		
BM	22	Ability to interface with general ledger (FAMIS) or ERP System, Personnel System, web-based capital system, and web-based performance management system for budget preparation		
BM	23	Ability to interface with SQL database used to generate reports, projections, and forecasting		
BM	24	Ability to load revenues and expenditures by		

<b>BUDGET MANAGEMENT (BM) Functional Requirements</b>			<b>Response (Y,C,N,M)</b>	<b>Module/Detailed Explanation</b>
		index code and subobject		
BM	25	Ability to pull all information both revenues and expenditures by project		
BM	26	Ability to import and export data from external systems via multiple formats i.e. flat files		
BM	27	Ability to integrate with the following systems:		
BM	28	<ul style="list-style-type: none"> <li>Housing</li> </ul>		
BM	29	<ul style="list-style-type: none"> <li>WASD/MDAD</li> </ul>		
BM	30	<ul style="list-style-type: none"> <li>Active Strategy Enterprise (ASE)</li> </ul>		
BM	31	<ul style="list-style-type: none"> <li>FAMIS/Data Warehouse/Cognos</li> </ul>		
<b>FORECASTING</b>				
BM	32	Ability to translate and implement collective bargaining rules applicable to multiple bargaining units necessary when performing salary forecasting function		
BM	33	Ability to forecast complex salaries calculations according to County payroll rules and by bargaining units by step pay plan, and step ranges, including longevity bonus, termination payouts, merit, Cost of Living Adjustments (COLA), pay step exception, supplemental pay, flat dollar adjustment, and forecast fringes by FICA, MICA, Retirement, Group Health, Group Dental, Group Life, Longevity, Flex Dollars		
BM	34	Ability to calculate termination/separation payments based on leave hours to include sick, holiday and annual		
BM	35	Ability to display base salary and fringe information separately		
BM	36	System to include personnel information such as employee id, name (first and last), position type (vacant or filled), retirement code, longevity years, hire date, anniversary date, date-of-birth, index code (cost allocation code), entity, department, division, section, and fund, bargaining unit, occupation code and title, pay exception codes, current and future biweekly rates, pay period budgeted, biweekly hours, pay step, employee status (permanent, temporary, seasonal etc.), budget status (budgeted, overage, budget unauthorized, overage unauthorized, supplement) job status (hourly, job basis, flat hourly, not paid ) and executive benefit type		
BM	37	Ability to modify forecast salary or biweekly rate through either percentage or flat dollar amount		
BM	38	Ability to calculate longevity bonus based on collective bargaining rules		
BM	39	Ability to calculate the fringes associated with overtime pay		
BM	40	Ability set attrition value at multiple levels (e.g. Department, Division, Index-code, etc.)		
BM	41	Ability to flag employees that will be terminating/separating from County service and forecast payouts based on collective bargaining		

<b>BUDGET MANAGEMENT (BM)</b>		<b>Response</b>	<b>Module/Detailed Explanation</b>
<b>Functional Requirements</b>		<b>(Y,C,N,M)</b>	
		rules	
BM	42	Ability to create personnel records for salary forecasting purposes for County agencies not currently on current County Financial System (e.g. Public Housing and Community Development, Water and Sewer, and Aviation)	
BM	43	Ability to load current positions from HR systems on an on-going basis to improve salary forecasting	
BM	44	Ability to generate position staffing chart by business unit, cost allocation code (index code), division, and/or locator	
BM	45	Ability to modify personnel records and add and/or delete records to include multiple records	
BM	46	Ability to create new occupational titles/positions that may not exist in current year pay plan	
BM	47	Ability to create tables or establish personnel assumption/rates that are effective dated for future year to include retirement , FICA, MICA, Group Health, Dental, and Life, social security salary cap, and executive benefit, cost of living adjustments	
BM	48	Ability to perform personnel reconciliations to include additions, reductions, and transfers	
BM	49	Ability to create and update budget by revenue and expenditure line items	
BM	50	Ability to perform analytics with data to include projections, cash flows, and future forecasting	
BM	51	Ability adjust non-salary related expenditures by index code, division, department, section, and fund (operating, non-operating, and operating capital), includes current year projection, and next year's budget	
BM	52	Ability to view prior year actual expenditures and revenue to compare to current year budget, year to date, end of year projection, and next year budget	
BM	53	Ability to create proposed addition and reduction to base budget to include:	
BM	54	<ul style="list-style-type: none"> <li>Number of budgeted positions by occupational code</li> </ul>	
BM	55	<ul style="list-style-type: none"> <li>Forecast salary and other operating expenditure for proposed addition or reduction</li> </ul>	
BM	56	<ul style="list-style-type: none"> <li>Text justification of adjustment</li> </ul>	
BM	57	Ability to provide comments explaining variations in expenditures in subobjects by index code	
BM	58	Ability to maintain and add position titles and occupational code table consistent with HR Personnel System to include index codes, department, divisions, sections	
BM	59	Ability to provide various system security levels and passwords, from limited department user access to administrators (OMB budget analysts)	
BM	60	Ability to aggregate expenditures by the	

<b>BUDGET MANAGEMENT (BM) Functional Requirements</b>			<b>Response (Y,C,N,M)</b>	<b>Module/Detailed Explanation</b>
		Accountability Ordinance which are alternate objects from the general ledger		
BM	61	Ability to have a bulletin board that allows OMB to update user of important changes		
BM	62	Ability to create vacant position(s) and forecast salary and fringe costs in current year projections, and next year budget based on estimated hire date		
BM	63	Ability to maintain and add organizational codes, index-codes, and line item table consistent with Financial System		
BM	64	Ability to modify table of organization by fiscal reporting structure		
BM	65	Ability to create staffing charts and tables of organization at different levels (e.g. Department, Division, Index-code, etc.)		
BM	66	Ability to enable position control and interface with HR System		
<b>PLANNING AND PRESENTATION</b>				
BM	67	Ability to generate budget documents to include a budget-in-brief, five-year financial forecast by property tax supported and proprietary funds, position reduction analysis, budget highlights to include reductions/enhancements, departmental narrative, pie charts, tables, financial summary, table of organization, fee schedules, and other misc. tables; details for each capital project to include project name, address, district location, multiple funding sources, expenditures by function and a five-year cash flow, long-term debt schedules, summary table for projects by source and by strategic area, bond issuances details; budget ordinance schedules, and other supplemental appendices; all documents are displayed by strategic area		
BM	68	Ability to include attachments outside of the systems such as PDF files, work with Word, Excel, Visio, and Power Point		
BM	69	Ability to generate budget presentations reports		
BM	70	Ability to generate quarterly budget reports to include area for comments and number of budgeted, filled, vacant, and long-term vacant position information		
BM	71	Ability to generate reports appropriation and personnel reports at the aggregate level as well as by index, subjects, department, division, section and fund; personnel reports, proposed addition/reduction to the base reports, merit reports, longevity reports, executive benefits, attrition reports, and staffing charts; revenue reports, retirement eligibility report, part-timer report		
BM	72	Ability to create and display Five-Year Financial Plan for all revenue and expenditures by fund		

<b>BUDGET MANAGEMENT (BM) Functional Requirements</b>		<b>Response (Y,C,N,M)</b>	<b>Module/Detailed Explanation</b>
		type with historical data along with current budget, projection, and future budget	
BM	73	Ability to create five-year forecast model for both revenues and expenditures by revenue sources and strategic area that allows for multiple inflationary factors, and new projects/program that may not currently exist but will impact future years	
BM	74	Ability to create and report unfunded operating needs, and option to include into 5 Year Financial Plan with cost by revenue source	
BM	75	Ability to have multiple budgets and apply different version for reporting (effective dated), includes manual and automatic saving	
BM	76	Ability to display departmental issues by department and/or program area (division)	
BM	77	Ability to create web-based Budget planning and book preparation to include:	
BM	78	<ul style="list-style-type: none"> <li>• Department Summary</li> </ul>	
BM	79	<ul style="list-style-type: none"> <li>• Table of Organization</li> </ul>	
BM	80	<ul style="list-style-type: none"> <li>• Financial Summary</li> </ul>	
BM	81	<ul style="list-style-type: none"> <li>• Separate expenses into Operating and Non-Operating categories a</li> </ul>	
BM	82	<ul style="list-style-type: none"> <li>• Divisional or Activity Summary</li> </ul>	
BM	83	<ul style="list-style-type: none"> <li>• Department Objective, with key performance measure tracking and reporting with historical, current, and new target/goals, include type of measure (i.e. outcome, efficiency, and output)</li> </ul>	
BM	84	<ul style="list-style-type: none"> <li>• Selected Line Item from financial system by specific subobjects</li> </ul>	
BM	85	<ul style="list-style-type: none"> <li>• Proposed Fee Increase with description and impact, includes historical, current, and new fee/rate</li> </ul>	
BM	86	<ul style="list-style-type: none"> <li>• Budget comments and changes at divisional and departmental level (e.g. additions, reductions, special funding, to-from information, and other pertinent budgetary data)</li> </ul>	
BM	87	<ul style="list-style-type: none"> <li>• Capital Budget Financial Summary, including comments</li> </ul>	
BM	88	<ul style="list-style-type: none"> <li>• Budgeted Position Summary variance by Department</li> </ul>	
BM	89	<ul style="list-style-type: none"> <li>• Summary of operating expenses by department and by funding/revenue source</li> </ul>	
BM	90	<ul style="list-style-type: none"> <li>• Unmet needs table to include a description of the unmet need, start, and recurring costs and position information</li> </ul>	
BM	91	Ability to create Budget Ordinance Schedule by department at fund and sub-fund level	
BM	92	Ability to separate expenses into operating and	

<b>BUDGET MANAGEMENT (BM)</b>		<b>Response</b>	<b>Module/Detailed Explanation</b>
<b>Functional Requirements</b>		<b>(Y,C,N,M)</b>	
		non-operating	
BM	93	Ability to create a table that show operating expenditures by revenues sources	
BM	94	Ability to create "what if" scenarios and decision packages to include base budget, enhancements, transfers, reductions by program area and by status type (admin, overhead, direct services)	
BM	95	Ability to aggregate revenues by prescribed revenue source and description	
BM	96	Ability to create appropriation and budget ordinance schedules by fund and Subfund	
BM	97	Ability to create tables for Gas Tax, Tourist Tax, Sustainability Initiatives, Strategic Outcomes, and Services by Program	
BM	98	Ability to create print ready book to be sent to printer for bounding and publishing	
BM	99	Ability to index all budget book	
BM	100	Ability to copy budget book and reports to web and CD	
BM	101	Ability to create budgeted position vacancy report, and identify long-term vacant position	
BM	102	Ability to produce the following reports:	
BM	103	<ul style="list-style-type: none"> <li>What if</li> </ul>	
BM	104	<ul style="list-style-type: none"> <li>Budget analysis</li> </ul>	
BM	105	<ul style="list-style-type: none"> <li>Budget presentation</li> </ul>	
BM	106	<ul style="list-style-type: none"> <li>Integrate with MS Office tools</li> </ul>	
BM	107	<ul style="list-style-type: none"> <li>County Quarterly Financial Budget Report</li> </ul>	
BM	108	<ul style="list-style-type: none"> <li>County Funded Court Related Functions</li> </ul>	
BM	109	<ul style="list-style-type: none"> <li>Budgeted Positions</li> </ul>	
BM	110	<ul style="list-style-type: none"> <li>Proposed Enhancements and Reductions</li> </ul>	
BM	111	<ul style="list-style-type: none"> <li>Performance Measure and Initiatives</li> </ul>	
BM	112	<ul style="list-style-type: none"> <li>Report expenses by operating revenue</li> </ul>	
<b>CAPITAL BUDGET</b>			
BM	113	Ability to create Capital Project Budget by funding source and expenditure categories with cash flows includes prior year, current year, next year plus future years	
BM	114	Ability to create Capital Project by Department with:	
BM	115	<ul style="list-style-type: none"> <li>Project Name</li> </ul>	
BM	116	<ul style="list-style-type: none"> <li>Description of the project</li> </ul>	
BM	117	<ul style="list-style-type: none"> <li>Location</li> </ul>	
BM	118	<ul style="list-style-type: none"> <li>Location Code</li> </ul>	
BM	119	<ul style="list-style-type: none"> <li>Strategic Area</li> </ul>	
BM	120	<ul style="list-style-type: none"> <li>Commission District Location and Served</li> </ul>	
BM	121	<ul style="list-style-type: none"> <li>Function</li> </ul>	
BM	122	<ul style="list-style-type: none"> <li>Estimated Start and End Dates</li> </ul>	
BM	123	<ul style="list-style-type: none"> <li>Capital Improvement Element (CIE) and</li> </ul>	

BUDGET MANAGEMENT (BM) Functional Requirements			Response (Y,C,N,M)	Module/Detailed Explanation
		Information		
BM	124	<ul style="list-style-type: none"> <li>Sustainability Component</li> </ul>		
BM	125	<ul style="list-style-type: none"> <li>Estimated Annual Operating Costs, including Budgeted Positions</li> </ul>		
	126	Ability to track and report all capital projects		
BM	127	Ability to create unfunded Capital Project		
BM	128	Ability to create capital financial summary table that includes revenues and expenditures by department and function from the CIIS system		
BM	129	Ability to include comments of capital project information		
BM	130	Ability to produce the following capital reports		
BM	131	<ul style="list-style-type: none"> <li>Capital Expenditure by Strategic Area and Department</li> </ul>		
BM	132	<ul style="list-style-type: none"> <li>Capital Revenue by Source</li> </ul>		
BM	133	<ul style="list-style-type: none"> <li>Capital Budget Expenditure by Funding Source (e.g. Bond, State, Federal, Gas Tax, etc.)</li> </ul>		
BM	134	<ul style="list-style-type: none"> <li>Capital Unfunded Project Summary by Strategic Area and Department</li> </ul>		
BM	135	<ul style="list-style-type: none"> <li>Capital Sustainable Projects</li> </ul>		
BM	136	<ul style="list-style-type: none"> <li>Long-term debt schedule from CAFR, ,</li> </ul>		
BM	137	<ul style="list-style-type: none"> <li>Schedule for Quality Neighborhood Improvement</li> </ul>		
BM	138	<ul style="list-style-type: none"> <li>Appropriation and Ordinance Schedule for Capital Outlay Reserve Fund</li> </ul>		
BM	139	Ability to create and reports, tables, and charts from the SQL capital database		

## Attachment D – Current Infrastructure

Miami-Dade County  
Information Technology Department  
Technology Model

<b>Distributed Operating Systems</b>	<ul style="list-style-type: none"> <li>➤ Windows 2008 Enterprise Edition</li> <li>➤ AIX 6.1 or Higher</li> <li>➤ Red Hat Linux As 6 Or Greater</li> <li>➤ VMware</li> <li>➤ Oracle Unbreakable Linux 5.3 Or Higher</li> <li>➤ OSX</li> </ul>
<b>Mainframe OS and OLTP</b>	<ul style="list-style-type: none"> <li>➤ Z/OS 1.11- upgrading to 1.13 in July 2012</li> <li>➤ Z/VM Release 6.1</li> <li>➤ Z/Linux SUSE SLES 10 Or Greater</li> <li>➤ CICS V4R1</li> </ul>
<b>Database</b>	<ul style="list-style-type: none"> <li>➤ Oracle Enterprise Edition Release 11.2.0.3 RAC Certified Systems (Enterprise Solution)</li> <li>➤ AIX Oracle Non-RAC 11.2.0.2</li> <li>➤ MS SQL 2008 Enterprise 64 bit</li> <li>➤ Oracle MySQL for Wordpress and PHP solutions</li> </ul>
<b>Hardware</b>	<ul style="list-style-type: none"> <li>➤ IBM Z Series mainframe (2 IBM 2098-E10/P03) – 7 LPARS – 2 VM partitions virtualizing Z/Linus Servers</li> <li>➤ HP model servers with Integrated Lights Out (ILO)</li> <li>➤ HP blade server with VIO option</li> <li>➤ HP blade servers with CITRIX XenServer for XenApp virtualization</li> <li>➤ HP blade servers with CITRIX Xen Server for XenDesktop virtualization</li> <li>➤ Wintel servers with VMWare virtualization software</li> <li>➤ HP Proliant dual core servers</li> <li>➤ IBM pSeries servers (model 9119-FHA known as a p595) and IVR 9131-52A known as p520Workstations - preferred manufacturer (Dell)</li> <li>➤ Thin Client Workstations – WYSE C10LE</li> <li>➤ Mobile Devices – Blackberries, iPhone, iPad, Android</li> </ul>
<b>Network</b>	<ul style="list-style-type: none"> <li>➤ Fiber channel (BROCADE Fiber switches – Fe1, Fe2, Fe4, Fe40)</li> <li>➤ TCPIP Communications Protocol</li> <li>➤ Network Switches</li> <li>➤ Telephone Switches</li> <li>➤ Telephone Equipment</li> <li>➤ DSL</li> <li>➤ FiCon</li> <li>➤ SolarWinds</li> <li>➤ EdgeSight monitoring</li> <li>➤ Remote locations connected to central County location with varying speeds from ADSL 256kbps to 1gbps for core sites</li> <li>➤ Microsoft DNS</li> <li>➤ Citrix SSL VPN</li> <li>➤ Citrix Access Gateway</li> </ul>
<b>Storage</b>	<ul style="list-style-type: none"> <li>➤ Tier 1 SAN storage – IBM DS 8100, DS8300</li> <li>➤ Tier 2 SAN Storage – HP HSV SANS with Fiber Channel</li> <li>➤ Tier 3 SAN Storage – HP HSV SANS with FATA high density low performance disk</li> <li>➤ Tier 1 Tape Storage – SUN/STK SL8500 – 9940B Tape Drives</li> <li>➤ Tier 2 Tape Storage – SUN/STK SL500 – LT02, LT04</li> </ul>
<b>Storage Management</b>	<ul style="list-style-type: none"> <li>➤ Veritas NetBackup 6.0 for all distributed systems backups</li> <li>➤ Veritas Cluster Series</li> </ul>

	<ul style="list-style-type: none"> <li>➤ Veritas Global Clusters</li> <li>➤ Veritas Global Replicate</li> <li>➤ Veritas Volume Manager</li> <li>➤ AIX Power-HA formerly HACMP 6.1 or greater</li> <li>➤ IBM-HSM for mainframe backup and recovery</li> <li>➤ Innovation FDR for mainframe backup and recovery</li> <li>➤ CA/Disk for mainframe backup and recovery</li> </ul>
<b>Security</b>	<ul style="list-style-type: none"> <li>➤ RACF (mainframe security)</li> <li>➤ Trend Anti-Virus for servers</li> </ul>
<b>Distributed Application Development</b>	<ul style="list-style-type: none"> <li>➤ ASP.NET</li> <li>➤ Visual Studio 2008 (VB &amp; C#)</li> <li>➤ Rational Application Developer</li> <li>➤ Rational App Scan</li> <li>➤ .Net Framework 1.1, 2.0, 3.0, &amp; 3.5</li> <li>➤ J2EE JDK 1.4</li> <li>➤ Objective-C for iOS SDK</li> <li>➤ PHP5</li> </ul>
<b>Applications Desktop &amp; Enterprise</b>	<ul style="list-style-type: none"> <li>➤ Microsoft Outlook 2007 or higher</li> <li>➤ Microsoft Internet Explorer 7 &amp; 8</li> <li>➤ MS Office 2007 or higher</li> <li>➤ Citrix (Thin Client Access – Citrix Metaframe)</li> </ul>
<b>Enterprise Applications</b>	<ul style="list-style-type: none"> <li>➤ PeopleSoft ERP release 8.9 &amp; 9.1 using WebLogic and Tuxedo</li> <li>➤ PeopleSoft Tools 8.5.2</li> <li>➤ ESRI software products for GIS (ArcGIS for Desktop, ArcGIS for Server, ArcSDE,, ArcGIS Online)</li> <li>➤ Infor Asset Management</li> <li>➤ WebSphere Voice Response (IVR)</li> <li>➤ MicroSoft Exchange</li> <li>➤ Electronic Document Management System</li> </ul>
<b>Middleware</b>	<ul style="list-style-type: none"> <li>➤ IBM MQ Message Broker and Workflow</li> <li>➤ WebSphere Application Server 6.1</li> <li>➤ IIS 6.0, &amp; 7.0</li> <li>➤ Microsoft Office SharePoint Server 2010</li> <li>➤ WebSphere Portal Server</li> <li>➤ Shadow z/Services for CICS</li> </ul>
<b>Systems and Asset Management</b>	<ul style="list-style-type: none"> <li>➤ HP Insight Manager/SIM (for HP hardware management)</li> <li>➤ HP Continuous Access Replicator</li> <li>➤ MS SCOM, MS SCCM</li> <li>➤ Enterprise Network &amp; System Management <ul style="list-style-type: none"> <li>○ IBM Tivoli Monitoring</li> <li>○ IBM Tivoli Network Manager</li> <li>○ IBM Tivoli Netcool Omnibus</li> <li>○ IBM Tivoli Composite Application Manager for Transactions</li> <li>○ IBM Tivoli Composite Application Manager for SOA</li> <li>○ IBM Tivoli Composite Application Manager for WAS</li> <li>○ Tivoli Application Dependency Discovery Manager</li> <li>○ IBM Tivoli Change and Configuration Management Database (Maximo)</li> </ul> </li> <li>➤ Scheduling Software Tivoli Workload Scheduler (OPC) – all platforms</li> </ul>
<b>Data and Information Management</b>	<ul style="list-style-type: none"> <li>➤ SQL Reporting Services</li> <li>➤ IBM Content Manager OnDemand Online Reporting</li> <li>➤ CA/Dispatch Online Report bundling/printing/viewing</li> <li>➤ IBM Cognos BI 8.4 or 10 on Z/Linux for Business Analytics</li> <li>➤ MetaManager</li> </ul>

<b>User Identification and Authentication</b>	<ul style="list-style-type: none"> <li>➤ Active Directory</li> <li>➤ Tivoli Identity Manager</li> <li>➤ RACF for Z/OS</li> </ul>
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## Database Systems

### Background:

ITD provides Database services for applications on five distinct DBMS platforms, of which only 2 are approved for new system development or implementation of new vendor packages.

- The CA-IDMS mainframe based DBMS running under MVS is available only for maintenance and minor enhancements of existing legacy applications.
- The IBM DB2 mainframe based system is a turnkey database used exclusively for On-Demand report management on the mainframe and further development is not allowed.
- The IBM UDB distributed database on the AIX platform is used exclusively as a turnkey DBMS in direct support of specific IBM products that do not support our standard new systems RDBMS platforms. No development is allowed on this RDBMS platform.
- For new system development or implementation of vendor packages the two DBMS platforms are MSSQL and Oracle. An architectural review would be needed to determine the best DBMS platform for any given application. Factors used to determine the best DBMS platform include, but are not limited to, number of users, data type, total database size, transaction counts, DR, COOP, HA and multi-site co-processing requirements, integration(s) with other systems, internet vs. intranet usage, mainframe legacy interface, and reusability of existing enterprise components.
  - The MSSQL DBMS runs on the Windows 64 bit platform.
  - The Oracle RAC RDBMS system on the Redhat Linux; non-RAC Oracle DBMS runs on AIX platform. Application databases that are CPU and/or I/O intensive are best suited for the AIX Oracle platform.

## Database Systems

### Current Release Levels by Product:

IDMS IDMS Release 17.0 running on IBM ZOS release 1.11 moving to 1.13

DB2 DB2 Release 8 running on IBM ZOS release 1.11 moving to 1.13

UDB UDB Release 8 to 9 running on AIX release 5.3 moving to 6.0

MSSQL MSSQL Enterprise 64 bit running on Windows 64 bit HP Servers

Oracle Oracle Enterprise Edition Release 11.2.0.3 RAC Certified Systems running on Linux Redhat release AS 6 or higher on HP servers or AIX release 6.1 Oracle Edition Release 11.2.0.2– Partitioning is not available.

### Current Infrastructure Configuration:

For purposes of this document the IDMS DB2 and UDB infrastructure configurations will not be described since new development or new systems installations are not authorized on these platforms.

## MSSQL

The current County-wide shared platform consists of:

- In the Production environment 2 sets of clustered servers each consisting of 2 HP servers with 2 dual core processors running Windows 64 bit and MSSQL 64 bit.
- In the Test environment 1 set of clustered servers consisting of 2 HP servers with 2 dual core processors running Windows 64 bit and MSSQL 64 bit.
- Planned implementation of a mini-warehouse cluster consisting of 2 HP servers with 2 dual core processors running Windows 32 bit and MSSQL 32 bit. This platform will also support legacy link

services between MSSQL to Oracle. Due to the inherent stability issues of this type of link service, current legacy systems requiring this service are located in this infrastructure with lower than 95% availability expectations.

- Planned implementation of a small Disaster Recovery Stand-by cluster to be located at the NAP consisting of 2 HP servers with 2 dual core processors running Windows 64 bit and MSSQL 64 bit.

## **Oracle**

The current County-wide shared platform consists of:

- Two Production Multi-Node Oracle RACs consisting of multiple HP 2 dual core servers running Redhat Linux for DBMS systems that fully conform to County standards of operation.
- One Test Multi-Node Oracle RAC consisting of multiple HP 2 dual core servers running Redhat Linux.
- One planned Production Multi-Node RAC consisting of multiple HP 2 dual core servers running Redhat Linux for DBMS systems that do not fully conform to county standards of operation.
- One planned Test Multi-Node RAC consisting of multiple HP 2 dual core servers running Redhat Linux for DBMS systems that do not fully conform to County standards of operation.
- One planned Production Standby and Co-processing Multi-Node RAC consisting of multiple HP 2 dual core servers running Redhat Linux located at the NAP for DBMS systems that require either standby Disaster Recovery operations or require full 24x7 co-processing systems.
- Two planned Production Multi-Node Oracle RACs consisting of multiple HP 2 dual core servers running AIX for DBMS systems that fully conform to County standards of operation.
- One planned Test Multi-Node Oracle RAC consisting of multiple HP 2 dual core servers running AIX.

Within the County-wide Oracle platform customers may select service levels as follows:

- Standard availability 7 a.m. to 7 p.m. Monday to Friday – Non Mirrored Storage
- Standard availability 7 a.m. to 7 p.m. Monday to Friday – Mirrored Storage
- 24 x 7 availability - Non Mirrored Storage
- 24 x 7 availability – Mirrored Storage
- 24 x 7 availability – Mirrored Storage – with offsite standby databases
- 24 x 7 availability – Mirrored Storage – with two site co-processing databases

The County also maintains application specific infrastructures in the AIX and SUN Solaris environment for specialized use systems such as GIS, EDMS, ERP and the like.

## **Restrictions of Use:**

The following general restrictions of use apply to all platforms.

- Access to Production is locked down for access by pre-programmed application sets only.
- Application systems or users are not authorized the use of system administrator or database owner privileges in the production or test environments. Database or Schema Owner privileges are allowed in the test environments when requested.
- Users connecting to the database through the applications must do so with a unique userid known to the DBMS system. The application must encrypt the password in such a way that the particular user id cannot be used for logon through some other third party tool using an ODBC connection such as Toad or MS Access.
- Databases or portions thereof may not be transported offsite or copied to test systems without the expressed authorization of the ITD Security Administrator.
- The database infrastructure is dedicated exclusively to managing requests for data contained in the database. Application program sets are not authorized execution in DBMS specific infrastructure. Limited availability of an application specific FTP area will be considered when no other option is available.
- All systems are subject to review and possible denial of service of high resource using SQL statements that impact other users or applications. The database support staff is available to assist application

developers in pinpointing problem areas and suggesting possible improvements or design changes to alleviate these high resource SQL queries.

- Any application whether vendor supplied or developed by County staff must provide certification of use on new vendor releases or patches no more than 90 days after the DBMS provider announced General Availability Date. Any DBMS vendor security patch must be immediately certified for use by the application and will be applied as soon as is feasible upon DBMS vendor release.
- The County will not provide support to any database that is not on the current supported release level of the DBMS vendor.
- Storage for databases are provided exclusively through SANs (Storage Array Systems) provided by both HP and IBM devices.
- Images and text documents are not authorized for storage in a database.
- Changes to Production must follow currently published ITD Change Management procedures.
- For the convenience of our customers and for planning purposes a service lead time table is provided for the typical requests for service at <http://database>
- See Database Security Policies for further usage restrictions.

**MSSQL**

- Previously known as DTS processing now under the name of SSIS (SQL Server Integrated Services) is not a clustered application. Therefore availability of this service is not guaranteed.
- Mirrored storage is not provided in the MSSQL infrastructure.
- Link services between SQL to Oracle are not provided – (however Oracle to SQL link services are provided).
- SQL Report services are not supported as an operational component within the County-wide SQL database infrastructure.

**Oracle**

- All Systems targeted for the RAC must be RAC Compliant at the current release level supported by the County infrastructure.
- Only Oracle features available from the Oracle Enterprise Edition are available for use. The Oracle Key Features Summary (below) outlines those features that are currently supported.
- Standby and co-processing databases are limited to like infrastructures for the master and standby systems or the co-processing infrastructure.

<b>Oracle Key Feature Summary</b>	<u><b>Enterprise Edition</b></u>
Windows	Not Supported
Linux	Supported
Unix AIX	Supported
64 Bit Support	Supported
Total Recall	\$Option
Active Data Guard	\$Option
Fail Safe	Supported
Flashback Query	Not supported
Flashback Table, Database and Transaction Query	Not supported
Oracle Secure Backup	Not supported
Server Managed Backup and Recovery	Supported
Real Application Clusters	Supported
Integrated Clusterware	Not supported
Automatic Workload Management	Not supported
Java, PL/SQL Native Compilation	Supported
Oracle Database Vault	\$Option

Oracle Audit Vault	Not supported
Oracle Advanced Security	\$Option
Oracle Label Security	\$Option
Secure Application Roles	Supported
Virtual Private Database	Supported
Fine-Grained Auditing	Supported
Proxy Authentication	Supported
Data Encryption Toolkit	Supported
Oracle SQL Developer	Supported
Application Express	Not supported
Java Support	Supported
Comprehensive XML Support	Not supported
PL/SQL and Java Server Pages	Supported
Comprehensive Microsoft .Net Support, OLE DB, ODBC	Supported
Real Application Testing	\$Option
Enterprise Manager	Supported
Automatic Memory Management	Supported
Automatic Storage Management	Supported
Automatic Undo Management	Supported
Advanced Compression	\$Option
OLAP	\$Option
Partitioning	\$Option
Data Mining	\$Option
Transportable Tablespaces, Including Cross-Platform	Not supported
Star Query Optimization	Supported
Information Lifecycle Management	Not supported
Summary Management - Materialized View Query Rewrite	Not supported
Oracle Warehouse Builder	\$Option
Oracle Streams	Supported
Advanced Queuing	Supported
Workflow	Not supported
Distributed Queries/Transactions	Supported
XML DB	Not Supported
Multimedia	Not supported
Text	Not supported
Locator	Not supported
Spatial	\$Option
Secure Enterprise Search	Not supported
Oracle Content Database	\$Option

\* Supported = Currently supported by the County

\* Not Supported = Currently not supported by the County - Additional Funding may be required for Support Staff.

\* \$Option = Currently not supported by the County - Additional Funding for Licenses and Support Staff Required

## GIS Background

Miami-Dade County has an enterprise GIS used by most county departments. The County's GIS utilizes ArcGIS products developed by ESRI (Environmental Systems Research Institute) which include ArcGIS for Desktop, ArcGIS for Server and ArcGIS Online. ArcGIS for Desktop and its extensions are made available through Citrix XenApp technology. Users have the ability to use ArcGIS out of the box or custom applications. ArcGIS for Server is deployed in a Windows 64 bit environment for the hosting of GIS Web applications, mobile applications, Web services, map services, address locators, image services, etc. ArcGIS Online, an easy to use ArcGIS cloud service, allows the creation, sharing and access of maps, apps, imagery and data.

ArcSDE (Spatial Database Engine) technology is used to manage spatial data in a relational database management system (RDBMS). Oracle for Sun Solaris and SQL Server for Windows are the RDBMS used with ArcSDE. This architecture relies on the geodatabase model to manage geographic data and build relationships between different data types. The County has over 800 geographic layers as well as current digital orthophotography and oblique imagery from Pictometry. GIS data is maintained in a central data repository and shared by all County departments with each department responsible for the maintenance of their layers.

### GIS Integration Requirements

- Any ArcGIS Desktop application should be deployable through Citrix XenApp technology.
- Any ArcGIS Desktop editing application must use Miami-Dade County ArcGIS Editing Extension.
- Any geodatabase related task must be developed using ArcObjects.
- All addresses must adhere to Miami-Dade County - USPS standards. Refer to Attachment E - Miami-Dade County USPS Standards
- Any GIS layer must be stored in Florida State Plane East Zone NAD83, feet coordinate system.
- Solution must use Miami-Dade County address locator and Web services for address standardization, geocoding, etc. Refer to Attachment F – GIS Address Locator and Web Services.
- Solution should make use of Miami-Dade County's GIS Web services. Refer to Attachment F
- Any new or restructured GIS data layer will need to meet Miami-Dade County GIS Data standards.
- Solution should not require the implementation of its own proprietary GIS components.
- Solution must not require the implementation of GIS software other than Esri suite of products.
- Solution must be implemented using Oracle or SQL Server databases for spatial data.
- If solution requires batch processing, jobs must be scheduled and executed without manual intervention.
- If Web based, solution must use REST (Representational State Transfer) architecture style.
- If Web based, solution must be implemented using ArcGIS for Server for the Microsoft .Net Framework.
- Solution must stay current with Esri Product Life Cycle

### Hosting Requirements

**ITD will provide Enterprise Hosting Facilities and Technical Support to the Customer for monitoring and maintaining operations of infrastructure environments to include Application support.**

#### Concept of Operations

- Refer to *Technology Model* document for supported hardware/software components.
- Changes to the Production environment shall be introduced through the change management procedures as described by the section *Change Management Process* in this document.
- The Customer's Test and Staging Environments will be hosted and supported by ITD; notification of downtime will be provided with as much advance notice as possible.

- All user-ids must be unique and created using the Miami-Dade County Central Registration System (CRS).
- Requested modifications in a shared environment may be restricted during prime time given their potential requirement for large system resources to execute. Changes of this nature will be scheduled at a time mutually agreed upon.
- Applications to be deployed to the Websphere Application Server (WAS) environment must be packaged for deployment using the Websphere Deployment Manager. For preparation of applications to be deployed on WebSphere Application Server see:  
[http://publib.boulder.ibm.com/infocenter/wasinfo/v6r0/index.jsp?topic=/com.ibm.websphere.express.doc/info/exp/ae/tatk\\_create\\_ear.html](http://publib.boulder.ibm.com/infocenter/wasinfo/v6r0/index.jsp?topic=/com.ibm.websphere.express.doc/info/exp/ae/tatk_create_ear.html)
- ITD does not offer any type of remote shell access under any circumstances, including TELNET, Secure Shell Protocol (SSH), Secure File Transfer Protocol (SFTP) or Secure Copy Protocol (SCP).
- ITD is restricted from implementing changes during periods of “moratoriums” such as during countywide Elections and Tax Collection season. These moratorium periods are well established ahead of time and enforced through the *Change Management Process*.
- Vendors and contractors will be made aware of previously established production on-call procedures and will be asked to comply with them.
- For vendor owned equipment housed in County facility (co-located) where the vendor supports and maintains the equipment while the County provides electricity, air conditioning and may swap out tape trays for backups:
  - For Intel-based equipment
  - Equipment must be rack mountable.
  - County can provide virtualized servers within the shared services infrastructure based on vendor supplied configurations.
  - For non-Intel based equipment
    - An environmental analysis will need to be conducted before the County can determine if space and the associated environmental requirements are available.
  - GSA (General Services Administration) will provision electricity at an associated cost.
  - All the currently billable costs for network connectivity to Metronet still apply.
  - County does not endorse equipment that requires stand-alone tape backup trays and prefers that the vendor solution can be integrated within the existing Veritas NetBackup shared infrastructure.

### **UNIX/Linux Environment**

- Administrator and UNIX/Linux root privileges are limited to ITD Technical Support staff.
- rootvg volume group will not be used to house any databases or any non-operating system data. Databases, application data and logs will be stored in file systems created outside of rootvg.
- Installation of software that needs to be installed as root needs to be performed by or conjunction with ITD Technical staff.
- Application software is prohibited to run as root.
- O/S rootvg will be mirrored between 2 different physical disks.
- Applications must supply Startup and Shutdown scripts for both normal Startup/Shutdown and Emergency Shutdown.

- All connectivity to servers is accomplished through SSH. The following protocols are disabled Telnet, rsh and rcp.

### **Database Management**

- Access to the Production database environment with DBA/SA privileges is limited to the ITD authorized database support.
- It is the responsibility of ITD DBA staff to migrate new database objects to the production database (at times deemed appropriate).
- The application must encrypt the password in such a way that the particular user-id cannot be used for logon through some other third party tool using an Open Database Connectivity (ODBC) connection such as TOAD or Microsoft (MS) Access.
- Databases or portions thereof may not be transported offsite or copied to Test systems without the expressed authorization of the ITD Security Administrator.

### **Disaster Recovery**

- Unless special provisions are made in advance for the implementation of Disaster Recovery/Business Continuity measures, Customer understands that recovery of IT hardware or data assets from this facility may not be possible. If recovery at ITD is possible, it will be on a best effort basis.

### **Security Requirements**

- Operating system security patches are applied as soon as they are made available through an automated process. Custom patching windows can be created to accommodate availability needs.
- All systems will undergo initial application and host vulnerability scans, prior to being placed into production. High severity applications and systems vulnerability issues identified must be corrected prior to the system being placed into production. The County utilizes multiple vulnerability scanning products including but not limited to Qualys, WebInspect, Rational AppScan and MetaSploit.
- Regularly scheduled periodic rescans will be performed on the system and any deficiencies or vulnerabilities identified must be immediately remediated.
- Application vulnerability rescans must be requested of all new or updated application code prior to release to production. All critical vulnerabilities must be remediated before the application code will be authorized to be migrated to the production environment.

### **Software Release Levels Supported**

- All vendor-supplied software supported by ITD must have an active vendor maintenance agreement and must be kept up to current release levels. Operating system security patches are applied as soon as they are made available

### **Software License Renewal**

- ITD will manage all infrastructure licensing and maintenance contracts. Versions of software which are not supported by the vendors will not be supported by ITD.

### **Application Test/Staging Environment**

- All systems must have at least a Production and Test environment.
  - A Staging environment is recommended when multiple versions of system software and applications are required.
  - A separate reporting, batch or Staging environment can be established where there is a need and the budget allows it.

- Production and Test server-side software installation and upgrades will be performed by ITD staff and will follow ITD's *Change Management Process*
  - Maintenance services will include correction of any defect affecting any of the components of the infrastructure. Resolutions of problems may be delivered in the form of a patch, maintenance update, procedural work around or installation of a new release. Some corrections may be required to be implemented immediately. In those instances, the *Change Management Process* may be expedited. Changes or patches dealing with Security vulnerabilities are expedited and must be treated as very high priority.
- Support services for the Test/Staging environments are available through ITD with on-site support between the hours of 8 am and 5 pm Monday through Friday, excluding County Holidays, unless coordinated in advance. The Application Test database environment is available with support from the on call staff from 7 am to 7 pm, Monday through Friday, excluding County Holidays, unless coordinated in advance. The Test databases are restricted environments; schemas passwords are not published. The Staging database is not restricted; schema passwords are published.

### **Preventative Maintenance and System Upgrades**

- The lengths of outages for non-routine maintenance are determined by the requirements of the maintenance procedure. Each outage will be planned and discussed at the weekly Hardware/Software Meeting held every Wednesday morning at 9 a.m. in the ITD Command Center Conference Room.
- All requests for software or hardware upgrades will be addressed in the Hardware/Software Meeting and must include a detailed plan.

### **Change Management Process**

All requests to modify the Production and Test environments, such as for new Application releases and patches will require a *Change Management Request* form to be submitted using the system of record at the time which includes a description and schedule of the change, outage period, areas impacted, back out plan and on call personnel.

### **Security**

- Vendors will design the security matrix for PeopleSoft rules and permissions and assist Miami-Dade County with the implementation of the application security components.

### **Geographic Information System (GIS)**

- ArcGIS Desktop/CITRIX XenApp Applications
  - Local application data that requires read/write access must be stored/and accessed from the centralized ITD CITRIX file shares. The application cannot require the end user to write to the servers' hard drive.
  - End user application customizations must be stored in the end users profile under documents and settings.
  - Applications (including ArcGIS desktop extensions) must be compatible with 32bit as well as 64bit Windows Server operating systems.
  - Source code must be available.
- ArcGIS/ArcSDE Geodatabase Editing Applications
  - All applications must work with the same version of the ArcGIS desktop suite that the County is using in its enterprise production environment or a newer planned upgrade version.
  - Editing applications should be integrated with Miami-Dade Editing Extension in order to leverage the County's geodatabase versioning mechanism. ITD will provide documentation and required technical support.
  - Editing applications should be deployed through CITRIX XenApp technology. If CITRIX is not a viable solution, the user department is responsible for the installation, maintenance and upgrade of software in users' workstations.
  - The GIS ArcSDE geodatabase being edited by the hosted editing application should be loaded in a development instance and fully tested prior to its production implementation. ITD GIS staff will be

responsible for loading the data from the development instance to production. A copy of the ArcSDE enterprise architecture document will be provided before data loading.

- Batch Server Jobs
  - batch jobs must work with current version of ArcGIS Desktop/SDE suite running in production servers or a newer planned upgrade version.
  - All batch jobs must comply with the GIS standards for jobs development and ITD job naming conventions and scheduling procedures.
  - Any temporary data should be created in the designated batch job folder within the Scratch Area.
  - All errors should be written to a log folder in corresponding job directory created for each batch processing job.
  - All applications should access data from ITD ArcSDE servers, and only specific datasets should be stored locally. A process should be implemented if data needs to be refreshed.
  - Jobs should be tested thoroughly in the development environment before a change management request is submitted to move job/job related components to the production batch processing servers.
  - All changes to batch processing jobs in the production environment should be requested via change management procedures and should be implemented by the assigned GIS staff.

## RFP 882 Proposer Questions and Responses

### Q1. Is the County willing to provide a two-week extension to submit proposals?

A1. At this time, the County will not be providing an extension.

### Q2. (a) Does the County intend to be on a separate instance of PeopleSoft from the instance currently shared by WASD and MDAD? (b) If so, can the County elaborate on the scope of work related to the required integration?

A2.

(a) The current County PeopleSoft environment includes Supply Chain and Financial modules for the WASD and MDAD departments under PeopleSoft release 9.1 (Accounts Payable, Accounts Receivable, Asset Management, Billing, Commitment Control, e-Procurement, Travel Expenses, General Ledger, Project Costing, Purchasing, Inventory, Cash Management, and Program Management). In addition, the County has deployed to all County departments the Human Capital modules including Talent Acquisition, Candidate Gateway, Discipline Tracking and Time and Labor/time capture under PeopleSoft release 8.9, with an upgrade to 9.1 expected prior to the kickoff of the full ERP implementation. The current Hyperion environment includes one instance for all County departments for both Human Capital Planning and Operational Planning under release 11.1.2.3.

The County intends to implement the PeopleSoft and Hyperion applications/modules for all County departments, however, the WASD/MDAD financial and supply chain environment will continue in a separate environment until sometime after the full ERP implementation for other County departments. For the Financial/Supply Chain components of this implementation, the Proposers should plan to include all County departments except for WASD/MDAD. (There is a separate and optional component (see response A2b below) for the Proposer to plan/price an integration of the WASD/MDAD Supply Chain/Financial modules after the completion of implementation of these modules for all other County departments.) By contrast, for the PeopleSoft HCM and Hyperion modules currently in operation within single instances the County expects that these current environments will be migrated to the full-County ERP platform during this implementation. Lastly, the Hyperion environment, which it is a single instance for each of the budget components (Human Capital, Operating, Capital) is expected to be built upon as ERP functionality is delivered that will help to streamline the ERP/Budget processes (i.e.: HCM Position Management, Financial Commitment Control).

(b) The requested implementation requires a two-way interface from WASD/MDAD PeopleSoft instance to the County PeopleSoft instance to convert current functionality/interface with ADPICS. See Addendum 4, Item J, for listing of Aviation and Water/Sewer Department Interface. The pricing for this interface should be included in the Proposed Price in Section A of the Form B-1, issued as part of Addendum No. 4 to this RFP.

As part of this RFP, the County is also requesting an estimate (optional) for the planning and integration of the existing WASD/MDAD Financials/Supply Chain Implementation into the newly implemented ERP. This integration consists of only one instance of PeopleSoft with a single Chart of Accounts structure for all.. See Form B-1, Section D, page 6, wherein the price estimate for this integration should be provided and is separate from Proposed Price in Section A of the Form B1.

(Please also see Item "D" in the letter portion of this Addendum 6)

**Q3. Related to Section 2.4.5, should the pricing we submit with our proposal include an estimate for the integration of WASD & MDAD?**

A.3 Please see response to Q2 above.

**Q4. Can the County provide the expected status of the Hyperion implementation at the time of the project start? Can the County elaborate on the scope of work related to Hyperion?**

A4. Hyperion's Human Capital Planning and Operational Planning will be implemented prior to the kickoff of the full ERP implementation. Capital budgets is expected to be completed prior to the kickoff of the full ERP implementation. For more details, see the list of modules in Attachment B under the Budget Management Core section, and in attached (See Item A and the attachment as stated in letter portion of this Addendum No. 6) the Budget/Hyperion Requirements document, which becomes a part of Attachment 1 to Proposer Information document).

**Q5. Who will be on the selection committee?**

A5. This Committee has not been established yet.

**Q6. Are subcontractors required to have the commodity codes listed in the solicitation, or is the requirement only for the prime contractor? (Just to clarify my first question, are the SBE and/or subcontractor required to have the commodity codes listed in the solicitation, or is the requirement only for the prime contractor?)**

A6. Any firm (i.e. prime and/or subcontractors) being utilized to meet the established **15% SBE Goal** must list the Commodity Code/s (and descriptive scope of work) that is being used to meet said Goal.

**Q7. Can subcontractors submit past performance references?**

A7. *Yes, this matter should be coordinated with the prime.*

**Q8. Can Miami-Dade County references be submitted?**

A8. Please see item 4 in Proposer Information document attached as part of the RFP.

**Q9. You mentioned the budget for this project is "in the \$40's" (M's I assume), can you be more specific please, especially on the anticipated funding for the vendor portion of the project.**

A9. Although a capital acquisition bond issuance of \$46,000,000 has been identified as a funding mechanism; the County is looking for the best value proposal for the implementation of this ERP. Please note, the above bond issuance amount includes funding for internal costs associated with this project.

**Q10. In the RFP document, p 151 Proposer Information, the County requests three past references from the vendors to include projects that were: PeopleSoft HCM and Financial, of release 8.9 or higher, performed after September 2008, in the Public Sector, and of a scope and size similar to Miami Dade County. Since Miami Dade is one of the largest counties in the country, very few vendors have done projects that meet the criteria requested.**

a. Is this a hard requirement, or a preference of Miami Dade?

b. Certain vendors have significant experience in implementing ERP for Counties of your size, which is more applicable for example than a State government, but not all are PeopleSoft.  
i. Would vendor experience implementing other ERP suites be acceptable for this response?

- A10. a. The provided criteria is a preference of Miami-Dade County.  
b. Preference is for Oracle PeopleSoft and Oracle Hyperion implementation experience.  
i. Supplemental relevant implementation experience is welcomed.

**Q11. We received notice from the County's on-line solicitation company stating that an electronic response submission is valid for this procurement, however the RFP requests many hardcopies, would you clarify this please?**

A11. Please follow instructions in RFP, as requested; as the new system is not set up as of yet.

**Q12. Does the County intend to require a Bond for this project?**

A12. A bond is currently not requested, however the County reserves the right to request a bond or some other form of assurance as it deems necessary.

**Q13. What modules are currently deployed in production on what release?**

A13. Please see response to Q2 above.

**Q14. Will the existing production PeopleSoft instances be retired and replaced by the new ERP solution?**

A14. The HCM instances will be transitioned to the new ERP solution. For the Water & Sewer Department (WASD) and the Miami-Dade Aviation Department (MDAD), please see response to Q2 above.

**Q15. Is the County looking at changing their service delivery model (i.e. looking at shared-service centers)?**

A15. The County is open to deploying best practices where possible. However, no decision has been made in this regard.

**Q16. How does the County manage the testing function currently?**

A16. User Acceptance Testing is tested by functional staff as part of change control and Unit Testing is performed by technical staff per peer review.

**Q17. What current tools are utilized in this process?**

A17. No formal testing tools are used in the process, however, SharePoint is used to track and document testing results.

**Q18. Please confirm that the Aviation and Water/Sewer department existing PeopleSoft instances will be remaining in place and are not being replaced by this initiative.**

A18. Please see response to Q2 above.

**Q19. Are there any other initiatives/projects currently in progress or planned that could impact or be related to this project that we should be aware of?**

A19. Hyperion; some HR upgrades, maintenance patches plus other new interfaces to GL from departments.

**Q20. What personnel and roles will be provided and allocated by the county for this project?**

A20. Although the County has identified core resources for this implementation, it is expected for proposer to provide input as response to item 11 in Proposer Information document.

**Q21. Will the County allocate a full-time project manager for this initiative?**

A21. Yes.

**Q22. Does the County have a department that currently supports this function? What resources are currently available to assist the supplier in these services?**

A22. The Information Technology Department does have a division that specifically supports ERP and several departments have functional analysts that support these services. Miami-Dade County expects to expand these areas to support the ERP initiative.

**Q23. Is there a requirement for offshore testing resources?**

A23. No. Please refer to RFP Section 2.4 - Implementation Approach.

**Q24. How is security to applications (including PeopleSoft) currently managed by the County?**

A24. PeopleSoft security is role based and managed by the Information Technology Department with approvals by business application owners. Other financial application (FAMIS/ADPICS)'s security is handled by Finance Department upon approval process.

**Q25. What current tools/systems/solutions does the County use to provide Help Desk support?**

A25. Remedy is deployed for the Information Technology Department Help Desk.

**Q26. What is the County's future-state plan for the Aviation and Water/Sewer department's current PeopleSoft environments?**

A26. Please see response to Q2 above.

**Q27. Please provide Attachment L (missing from RFP document). Please provide estimates for number of trainers targeted for train-the-trainer courses.**

A27. (a) Attachment L and other information concerning training were included in Addendum No. 4. (please also see Item "E" in letter portion of this Addendum No. 6).  
(b) Attachment L shows under the "Trainers" column the number of trainers for each module that should be taking the Oracle Certified training. Keep in consideration of the note in Attachment L that team members may be taking multiple trainings crossing different modules. The Trainers provided in Attachment L is the "minimum" number of

trainers targeted for train-the-trainer courses. The End Users information in Attachment N has been provided for multiple planning and change management purposes, e.g. propose number of trainers needed.

**Q28. Please describe what "Staging" environment is, how it is currently used, and how it will be leveraged in future-state interfaces.**

A28. The staging environment is a complete copy of production data and utilized for final user acceptance testing before any change control moves to production. This practice is expected to continue.

**Q29. What is the County's method of transferring interface files to vendors? (i.e. SFTP, etc.) will this method be utilized for future-state interfaces?**

A29. The County's method of transferring interface files to vendors is through SFTP and XML; we expect these will continue.

**Q30. Would it be correct to assume that the County will be responsible for the installation and management of all PeopleSoft instances (production and non-production) required during the implementation, and that the County will handle all technical infrastructure and networking requirements throughout the project?**

A30. Yes.

**Q31. Will the County be implementing a new development freeze on its current application systems during the course of this project, or should we anticipate a variety of upgrades and other new development will be occurring while this project is ongoing?**

A31. It is expected that there will be a freeze on application development, however, it is expected that some development will occur during various project phases.

**Q32. Has the County solicited responses directly from the software vendor (Oracle) regarding the software-related requirements outlined in Attachment 1, and if Oracle has already provided those answers, are they available for each proposing company to use.**

A32. The County has not solicited responses from the software vendor (Oracle) regarding the software-related requirements outlined in Attachment 1 of the Proposer Information document. This solicitation is requesting the implementation of the functional requirements outlined in Attachment 1.

**Q33. Will the County require a performance bond?**

A33. Please see response to Q12 above.

**Q34. Will the County provide a transcript of the Bidders Conference?**

A34. There is no transcript available of the Pre-Proposal Conference.

**Q35. In reference to "Section - 2.4," does the county agree to the use of global - offshore resources?**

A35. Miami-Dade County expects that all project work will be performed onsite in Miami, Florida, without the use of any offshore resources, unless otherwise agreed to by Miami-Dade County.

**Q36. In reference to "Attachment D: Vendor to provide minimum hardware requirements and recommended architecture (page 48)," is the recommended architecture expected as part of the proposal or can it constitute the initial part of the engagement? Are there lead times to be expected?**

A36. Please see revised Attachment D (See Item "C" in letter portion of this Addendum No. 6).

**Q37. In reference to "Section Z – HCM- ELM," under Item #175 ("Describe Proposer's experience implementing e-Learning in HCM"), ELM is a different application by itself, with a separate database. Is the County looking into ELM or eLearning/Learning Management which is a module within HCM?**

A37. The County plans to implement PeopleSoft's Enterprise Learning Management with full integration with PeopleSoft HCM.

**Q38. HCM Module Scope - Can you provide confirmation and additional information of the expected scope and expectations of the Benefits Administration HCM sub module and functionality areas within the implementation?**

A38. Refer to the Benefits Administrations section on Attachment 1 to Proposer Information document.

**Q39. Are there any specific Testing tools or software owned by Miami-Dade that you anticipate using for the Functional, Performance and Stress/Load testing activities on the implementation?**

A39. Please see response to Q17 above.

**Q40. AM Requirements - In Attachment 1 Functional and Technical Requirements: AM 363-384 describes "Leases" business requirements. In requirements AM 390-409 describes "Building" requirements:**

- **Has the County evaluated PeopleSoft Maintenance Management module and/or considered this module in scope?**
- **Can the proposer then assume PeopleSoft Maintenance Management module is utilized when responding to AM 363-384 and AM 390-409 requirements?**

A40. The County has not fully evaluated the PeopleSoft Maintenance Management module. The County will consider proposal for best practices included in response to the RFP. Some of this functionality is currently incorporated in INFOR EAM. Please see Attachment C for INFOR EAM reference.

**Q41. Can the County provide the list of departments that are in the scope of the ERP project?**

A41. For HCM, Hyperion, and Business Analytics, all County departments and offices are in scope. For Financial and Supply Chain, all County departments and offices are in scope except for Water and Sewer, Miami-Dade Aviation and Public Housing and Community Development Departments.

See below for a listing of the County departments and offices in scope of this implementation. Please see note above for departments marked with (\*).

<b>County Departments and Offices</b>
Administrative Office of the Courts
Animal Services
Audit & Management Services
Board of County Commissioners
Citizens' Independent Transportation Trust
Clerk of Courts
Commission on Ethics and Public Trust
Community Action and Human Services
Community Information and Outreach
Corrections and Rehabilitation
County Attorney Office
Cultural Affairs
Economic Advisory Trust
Elections
Finance
Fire Rescue
Homeless Trust
Human Resources
Information Technology
Internal Services
Juvenile Services
Law Library
Legal Aid
Library
Management and Budget
Mayor Office
Medical Examiner
Metropolitan Planning Organization
Miami-Dade Aviation Department *
Office of Inspector General
Parks, Recreation and Open Spaces
Police
Property Appraisal
Public Defender
Public Housing and Community Development *
Public Works and Waste Management
Regulatory and Economic Resources
Seaport
State Attorney
Transit
Vizcaya
Water and Sewer Department *

**Q42. Change Management / Training Scope - Within the RFP, Miami-Dade County clearly communicates a very large scope of requirements and needs around the Change Management, Communications, Training and Knowledge Transfer.**

• Can you provide any additional information regarding the vision and expectations for what the project team will look like for the Change Management, Communications and Training area?

• What expectations does Miami-Dade have for the Change Management, Communications and Training team size required to cover all areas and departments?

• What Change Management, Communications and Training resources will Miami-Dade be able supply to the project team?

• What will be there availability? Full-time? Part-time?

• What level of experience with Change Management, Communications and Training do these resources have?

• Does Miami-Dade have a Communications department responsible for organizational communications? If so, will resources from this department be available for the project?

How many people in the ITD group are expected to be trained on PeopleSoft technology classes (technical)?

A42. As noted in item #14 in the Proposer Information document, the County expects that the Proposer will provide a specific project plan, methodology, and recommend solutions in providing the services within the Scope of Services. In addition, the County expects that the Proposer's implementation methodology will include Change Management and Communication Planning. The County further expects that the Proposer will recommend industry Best Practice solutions to streamline processes and eliminate redundancy.

The County expects to have both full-time and part-time resources assigned to the project. These resources will assist the Implementation partner with the deployment of Communications and Training (train-the-trainer approach as outlined in item D of Addendum No. 4 to this RFP), however, it is expected that the Proposer will lead and manage these project components throughout the project timeline.

The County expects that the Project Management Office for the ERP Project Implementation (expected to be staffed by both Proposer and County staff) will manage Communications relating to the project.

**Q43. Is Miami-Dade County interested in onsite, remote, and/or offshore delivery models in this RFP?**

A43. Miami-Dade County is interested in onsite delivery model for this RFP.