

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New OTR Sole Source Bid Waiver Emergency Previous Contract/Project No. 9631-1/18-1

Contract
 Re-Bid Other – Access of Other Entity Contract LIVING WAGE APPLIES: YES NO

Requisition No./Project No.: RTQ-00958 TERM OF CONTRACT 5 YEAR(S) WITH YEAR(S) OTR

Requisition /Project Title: INFOR ENTERPRISE ASSET MANAGEMENT SYSTEM PROFESSIONAL SERVICES

Description: It is the intent of this solicitation to identify and make available to the County, professional services for future development, expansion, and implementation of the existing INFOR Enterprise Asset Management Software System (EAM). The services may include, but are

Issuing Department: ITD Contact Person: Julian Manduley Phone: 305-596-8610

Estimate Cost: 15,013,300 Funding Source: GENERAL FEDERAL Internal Ser OTHER

ANALYSIS

Commodity Codes:	<u>918-28</u>	<u>918-29</u>	<u>918-30</u>	<u> </u>	<u> </u>
Contract/Project History of previous purchases three (3) years Check here <input type="checkbox"/> if this is a new contract/purchase with no previous history.					
	EXISTING	2ND YEAR	3RD YEAR		
Contractor:	<u> </u>	<u> </u>	<u> </u>		
Small Business Enterprise:	<u> </u>	<u> </u>	<u> </u>		
Contract Value:	<u> </u>	<u> </u>	<u> </u>		
Comments:	<u> </u>				

Continued on another page (s): YES NO

RECOMMENDATIONS

	Set-Aside	Subcontractor Goal	Bid Preference	Selection Factor
SBE	<u> </u>	<u> </u>	<u> </u>	<u> </u>

Basis of Recommendation:

Signed: Natalya Danilyeva Date sent to SBD:
06/14/18 Date returned to PM:

SECTION 2 – SPECIAL TERMS AND CONDITIONS

2.1. PURPOSE

This Request to Qualify (RTQ) will establish a Prequalified Pool of Vendors (Pool) that will be used to solicit professional services for future development, expansion, and implementation of the existing INFOR Enterprise Asset Management Software System (EAM) for Miami-Dade County (County). Services provided under this pool include, but are not limited to the following skills transfer, data conversion and extraction, change data capture, data standardization and cleansing, interface/integration development, project management, installation, training, configuration and implementation. Services may be required for the following software components: INFOR Asset Sustainability Edition (ASE), INFOR EAM Web Services, Databridge, Mobile, Advanced Mobile, and Cognos reporting or other future support and reporting tool. Placement on the Pool is **not** a contract between the County and the Vendor, but an acknowledgement that the Vendor meets the qualifications as outlined throughout this RTQ. Vendor Submittals are accepted throughout the term of the RTQ for placement on such Pool.

2.2. DEFINITIONS

Invitation to Quote (ITQ) – Shall refer to the solicitation of quotes from the Pool for a specific goods and/or service; and awarded based on lowest price, or other quantifiable criteria.

Prequalified Pool of Vendors (Pool) – Shall refer to business entities/individuals determined by the County's Internal Services Department, Procurement Management Services, as meeting the minimum standards of business competence, financial ability, and/or product quality for placement in the Pool, and which may submit quotes/proposals, at the time of need.

Vendor – Shall refer to a business entity/individual responding to this RTQ.

Submittal - Shall refer to the forms submitted in response to this RTQ.

Work Order Proposal Request (WOPR) – Shall refer to the solicitation of offers from the Prequalified Pool of Vendors for specific goods and/or services; and evaluated and awarded based on best value.

2.3. TERM

The Pool of Prequalified Vendors (Pool) shall be established on the first calendar day of the month succeeding approval by the Board of County Commissioners, or designee, unless otherwise stipulated in the Blanket Purchase Order issued by the Internal Services Department, Procurement Management Services Division, and contingent upon the completion and submittal of all required RTQ documents. The Pool shall expire on the last day of the last month of the sixty (60) month term.

2.5. QUALIFICATION CRITERIA

Vendors shall meet the following criteria to be considered for placement in the Pool and for participation in future competitions:

2.5.1. *Certification*

- A. At least 3 employees/subcontractors of the Vendor shall hold Project Management Institute (PMI) or comparable certification. As a part of the RTQ submission Vendor shall submit 3 PMI or comparable certifications.

2.5.2. Experience

- A. Vendor shall provide an executive summary that includes a company background and specified applicable experience in providing services in the information technology industry for a minimum of 5 years, including at least 3 years of experience in implementation, data conversion and extraction, charge data capture, and data standardization and cleansing with the INFOR EAM product family.
- B. As a proof of satisfactory record performance, Vendor shall provide three (3) references of providing INFOR EAM Professional Services for government/public entities within the past three years with annual value of the services provided to be at least \$50,000.

2.5.3. Staff

Vendor shall provide resumes for a minimum of eight (8) employees or subcontractors to be used in the performance of any work/services under this prequalification pool. At least four (4) of the eight (8) employees must be full time employees of the vendor. Resumes submitted shall include:

- A. At least three (3) employees/subcontractors with a minimum of 3 years of INFOR experience in each of the following areas:
 - 1) Project Management
 - 2) Installation
 - 3) Configuration
- B. At least three (3) employees/subcontractors with a minimum of 3 years of experience in each of the following INFOR software components:
 - 1) INFOR Web Services
 - 2) Databridge
 - 3) Mobile
 - 4) Cognos Reporting
- C. At least two(2) employees/subcontractors with a minimum of 2 years of experience writing triggers and/or stored procedures on Oracle Database Enterprise Edition version 10g or higher.

Vendors' single employee/subcontractor may fulfill more than one of the qualification criteria. Resumes should be labeled accordingly. For example, should a vendor have an employee/subcontractor with 3 years of experience in installation for Cognos Reporting and 2 years of experience in writing triggers for Oracle Database Enterprise Edition version 10g, the resume should be labeled as "**A-2, B-4, C**".

Vendors shall provide all of the specified information, documents and attachments listed above with their Submittal as proof of compliance with the requirements of this RTQ. However, the County may, at its sole discretion and in its best interest, allow Vendors to complete, supplement or supply the required documents throughout the term of the RTQ. It shall be the sole right of the County to determine the number of Vendors which will be included in the Pool. During the term of the RTQ, the County reserves the right to add or delete Vendors as it deems necessary, and in its best interest. Vendors must maintain compliance with all Qualification Criteria throughout the entire term of the prequalification pool. The County may request updated documentation periodically to confirm Vendor's compliance with the requirements of the prequalification pool.

2.6. INDEMNIFICATION AND INSURANCE (Pending Risk Management determination)

2.6. SPOT MARKET QUOTES

Vendors in the Pool will be invited to participate in spot market competitions, as needed. The spot market competitions will be in the form of an ITQ or WOPR that will include the specific goods and/or services required, and may include provisions, as applicable, such as:

- Small Business Measures
- Additional Warranty Requirements
- Liquidated Damages

2.8. WARRANTY

Vendors shall, in addition to all other warrantees, be responsible for faulty labor and defective material and equipment within a period of one (1) calendar year after date of acceptance of the labor, material and/or equipment by the County for individual ITQs. The vendor shall promptly correct these deficiencies, without cost to the County, within thirty (30) calendar days after the County notifies the vendor of such deficiencies in writing. Payment in full for the work does not constitute a waiver of guarantee.

2.9. SUBCONTRACTORS

The Vendor is required to identify any and all known subcontractors that will be used in the performance of the proposed work, their capabilities and experience, and the portion of the work to be done by the subcontractor. In the event the vendor will sub-contract part of its work, the vendor is required to verify the capability, suitability, and adaptability relative to the expected performance requirements of its sub-contractor. Miami-Dade County reserves the right, before adding a Vendor to the List to require a Vendor to submit such evidence of subcontractor qualifications with respect to experience, skill, responsibility and may consider any evidence available to it of the financial, technical, and other qualifications, including past performance (experience) with the County, in making the award in the best interest of the County.

If the Vendor fails to identify any and all sub-contractors in the Submittal, the Vendor may be allowed to submit this documentation to the County during the RTQ evaluation period if such action is in the best interest of the County. At the time of ITQ, the Vendor(s) must notify the County of any change of subcontractors including the addition of subcontractor(s) that may be needed due to nature of the ITQ work scope.

2.10. ADDITIONAL SERVICES MAY BE ADDED OR DELETED

Although this solicitation and resultant Pool of Prequalified Vendors identifies major services within the solicitation that will be utilized by the County, it is hereby agreed and understood that the County will have the option of adding and removing services, increase or decrease frequency of services as needed and when needed, should the County determine that continuing to provide this level of services is no longer in the County's best interest.

SECTION 3 – TECHNICAL SPECIFICATIONS

3.1 SCOPE OF WORK

It is the intent of this solicitation to identify and make available to the County, professional services for future development, expansion, and implementation of the existing INFOR Enterprise Asset Management Software System (EAM). The services may include, but are not limited to the following: skills transfer, data conversion and extraction, change data capture, data standardization and cleansing, interface/integration development, project management, installation, training, configuration and implementation.

Services may be required for the following software components: INFOR Asset Sustainability Edition (ASE), INFOR EAM Web Services, Databridge, Mobile, Advanced Mobile, and Cognos Reporting or other future support reporting tool. The County anticipates that future expansion of EAM will require the development of additional interfaces and/or integration with other County technology.

3.2 CURRENT ENVIRONMENT

EAM is the County-wide standard for asset management and is currently utilized by multiple County departments, including: Miami-Dade Fire Rescue (MDFR), Internal Services Department (ISD), Information Technology Department (ITD), Miami-Dade Water and Sewer Department (WASD), Miami-Dade Aviation (MDAD), Parks, Recreation and Open Spaces (PROS), Seaport Department (Seaport) and Miami-Dade Transportation and Public Works (DTPW). The County currently owns software licenses for the following EAM versions and modules:

- INFOR EAM Enterprise Users
- INFOR EAM Enterprise Mobile
- INFOR EAM Enterprise Barcoding
- INFOR EAM Enterprise Web Services Toolkit
- INFOR EAM Enterprise Web Services Connector
- INFOR EAM Enterprise Databridge Integration Module
- INFOR EAM Enterprise Fleet Module
- INFOR EAM Enterprise Calibration Module
- INFOR EAM Enterprise Geographic Information System (GIS) Module
- INFOR EAM Enterprise Advanced Reporting Developer (Limited quantities)
- INFOR EAM Enterprise Advanced Reporting Consumer
- INFOR EAM Enterprise Analytics
- INFOR EAM Fleet Module (VMRS)
- INFOR EAM Electronic Recs & Signatures
- INFOR EAM Alert Management
- INFOR EAM Reliability Planning and Analysis Module
- INFOR EAM Customer Service Request
- EPAK Content EAM
- Infor EAM OpenCAD
- INFOR EAM Enterprise Asset Sustainability

The County currently has over 1 million assets in the EAM system growing in a rate of 50,000 new assets per year. Approximately 38,000 work orders are completed each month. The County follows the INFOR roadmap for applying patches and performing upgrades. The patches are applied on a quarterly basis with upgrades usually occurring within 6 months of their release. The County maintains development, test, and production environments.

The INFOR EAM product has multiple integration points with other applications. These integration points include Oracle’s PeopleSoft, ESRI Geographic Information Systems (GIS), as well as several in-house mainframe applications. The integrations utilize web services as well as products such as IBM WebSphere MQ Messaging.

The County currently hosts three installations of the INFOR EAM solution.

- INFOR EAM 11.1, virtual servers utilizing Red Hat Linux, Oracle 11g utilizing AIX used by MDFR, ISD, PROS, Seaport, WASD and DTPW.
- INFOR EAM 11.1, virtual servers utilizing Red Hat Linux, Oracle 11g utilizing AIX used by ITD and future departments.

INFOR EAM 10.1.2, virtual servers utilizing Red Hat Linux, Oracle 11g utilizing AIX used by MDAD. MDAD consists of: Miami International Airport (MIA), Opa-Locka Airport (OPF), Kendall-Tamiami Executive Airport (TMB), Homestead General Aviation Airport (X51), and Dade-Collier Training and Transition Airport (TNT).

- INFOR EAM 11.1, virtual servers utilizing Red Hat Linux, Oracle 11g utilizing AIX.

The County standards matrix is provided for vendors to understand the supported computing environment as well as recognizing its complexities.

Distributed Operating Systems	<ul style="list-style-type: none"> ➤ Windows 2008 Enterprise Edition or greater ➤ AIX 6.1 or Higher ➤ Red Hat Linux 6 Or Greater ➤ VMware ➤ OSX
Mainframe OS and OLTP	<ul style="list-style-type: none"> ➤ Z/OS 1.13- upgrading to 2.20 in July 2016 ➤ Z/VM Release 6.3 ➤ Z/Linux Red Hat 6.5 or greater ➤ CICS V5.1.0
Database	<ul style="list-style-type: none"> ➤ Oracle Enterprise Edition Release 11.2.0.3 RAC Certified Systems (Enterprise Solution) ➤ AIX Oracle Non-RAC 11.2.0.2 ➤ MS SQL 2012 and higher Enterprise 64 bit ➤ Oracle MySQL for WordPress and PHP solutions ➤ Oracle Exadata
Hardware	<ul style="list-style-type: none"> ➤ IBM Z Series mainframe (2 IBM 2098-E10/P03) – 7 LPARS – 2 VM partitions virtualizing Z/Linux Servers ➤ HP model servers with Integrated Lights Out (ILO) ➤ HP blade server with VIO option ➤ HP blade servers with CITRIX XenServer for XenApp virtualization ➤ HP blade servers with CITRIX Xen Server for XenDesktop virtualization ➤ Wintel servers with VMWare virtualization software ➤ HP ProLiant dual core servers

	<ul style="list-style-type: none"> ➤ IBM pSeries servers (model 9119-FHB known as a p795) and IVR 9131-52A known as p520Workstations - preferred manufacturer (Dell) ➤ Thin Client Workstations – WYSE C10LE ➤ Mobile Devices – Blackberries, iPhone, iPad, Android
Network	<ul style="list-style-type: none"> ➤ Fiber channel (BROCADE Fiber switches – Fe1, Fe2, Fe4, Fe40) ➤ TCPIP Communications Protocol ➤ Network Switches ➤ Telephone Switches ➤ Telephone Equipment ➤ DSL ➤ FiCon ➤ SolarWinds ➤ EdgeSight monitoring ➤ Remote locations connected to central County location with varying speeds from ADSL 256kbps to 1gbps for core sites ➤ Microsoft DNS ➤ Citrix SSL VPN ➤ Citrix Access Gateway
Storage	<ul style="list-style-type: none"> ➤ Mainframe Storage – IBM DS8870 ➤ Tier 1 SAN storage – IBM DS 8100, DS8300 ➤ Tier 2 SAN Storage – HP HSV SANS with Fiber Channel ➤ Tier 3 SAN Storage – HP HSV SANS with FATA high density low performance disk ➤ Mainframe Tape Storage – SUN/STK SL8500 – 9940B and T10000D Tape Drives ➤ Tier 1 Tape Storage – SUN/STK SL8500 – 9940B Tape Drives ➤ Tier 2 Tape Storage – SUN/STK SL500 – LT02, LT04
Storage Management	<ul style="list-style-type: none"> ➤ Veritas NetBackup 6.0 for all distributed systems backups ➤ Veritas Cluster Series ➤ Veritas Global Clusters ➤ Veritas Global Replicate ➤ Veritas Volume Manager ➤ IBM PowerHA SystemMirror for AIX V7 or greater ➤ IBM Global Parallel Filesystem GPFS V3.5 or Greater ➤ IBM-HSM for mainframe backup and recovery ➤ Innovation FDR for mainframe backup and recovery ➤ CA/Disk for mainframe backup and recovery
Security & Identity Management	<ul style="list-style-type: none"> ➤ RACF (mainframe security) ➤ Trend Anti-Virus for servers ➤ Rational App Scan ➤ Active Directory ➤ IBM Security Access Manager
Web Platform & Social Media	<ul style="list-style-type: none"> ➤ Socrata Open Data ➤ Opentext Teamsite & Livesite ➤ Oracle Eloqua
Applications Desktop & Enterprise	<ul style="list-style-type: none"> ➤ Modern browser versions current & current-1 for IE, Chrome, and Firefox ➤ Office 365 Pro Plus ➤ Citrix (Thin Client Access)

Enterprise Applications	<ul style="list-style-type: none"> ➤ PeopleSoft ERP using WebLogic and Tuxedo ➤ ESRI software products for GIS (ArcGIS for Server, ArcGIS for Desktop, ArcGIS Online, Esri Maps for Office and Esri Maps for IBM Cognos) ➤ Infor Asset Management ➤ Microsoft Exchange 2010 ➤ Documentum Electronic Document Management System ➤ EnergyCAP Utility Billing ➤ AssetWorks Fleet Maintenance
Middleware	<ul style="list-style-type: none"> ➤ IBM MQ Message Broker and Workflow ➤ WebSphere Application Server 6.1 ➤ IIS 7.5 ➤ Microsoft SharePoint Online (Office 365) ➤ WebSphere Portal Server ➤ Shadow z/Services for CICS
Systems and Asset Management	<ul style="list-style-type: none"> ➤ HP Insight Manager/SIM (for HP hardware management) ➤ HP Continuous Access Replicator ➤ MS SCOM, MS SCCM ➤ Enterprise Network & System Management <ul style="list-style-type: none"> • IBM Tivoli Monitoring • IBM Tivoli Network Manager • IBM Tivoli Netcool Omnibus • IBM Tivoli Composite Application Manager for Transactions • IBM Tivoli Composite Application Manager for SOA • IBM Tivoli Composite Application Manager for WAS • Tivoli Application Dependency Discovery Manager • IBM Tivoli Change and Configuration Management Database (Maximo) ➤ Scheduling Software Tivoli Workload Scheduler (OPC) – all platforms
Data and Information Management	<ul style="list-style-type: none"> ➤ SQL Reporting Services ➤ IBM Content Manager OnDemand Online Reporting ➤ CA/Dispatch Online Report bundling/printing/viewing ➤ IBM Cognos BI 10.x on Z/Linux for Business Analytics ➤ MetaManager ➤ Informatica

SECTION 4 – BID SUBMITTAL

TO BE COMPLETED BY ALL VENDORS(S)

Refer to Paragraph 2.5, Qualification Criteria to ensure compliance with the solicitation requirements.

Reference	CERTIFICATION
Sec. 2.5.1.A.	Vendor shall submit 3 copies Project Management Institute (PMI) or comparable certifications
	PMI Certificate #1 _____ Expiration Date: _____ check to affirm copy of certificate is attached ()
	PMI Certificate #2 _____ Expiration Date: _____ check to affirm copy of certificate is attached ()
	PMI Certificate #3 _____ Expiration Date: _____ check to affirm copy of certificate is attached ()

Reference	EXPERIENCE
Sec. 2.5.2.A.	Vendor shall provide an executive summary that includes a company background and specified number of years in providing services in the information technology industry, including number of years in implementation, data conversion and extraction, charge data capture, and data standardization and cleansing with the INFOR EAM product family.
	Executive Summary:

Sec. 2.5.2.B.	Vendor shall submit three (3) references of providing INFOR EAM Professional Services for government/public entities within the past three years with annual value of the services provided to be at least \$50,000.	
	Reference 1	
	Entity Name	
	Address	
	Contract Name	
	Contract Title	
	Phone	
	Email	
	Duration of Engagement(start/end dates)	
	Nature of the Services provided (types of services provided, products for which integration was developed, etc.)	
	Annual Value of Services	\$ _____/year
	Reference 2	
	Entity Name	
	Address	
	Contract Name	
	Contract Title	
	Phone	
	Email	
	Duration of Engagement(start/end dates)	
	Nature of the Services provided (types of services provided, products for which integration was developed, etc.)	
	Annual Value of Services	\$ _____/year
	Reference 3	
	Entity Name	
	Address	
	Contract Name	
Contract Title		
Phone		
Email		
Duration of Engagement(start/end dates)		
Nature of the Services provided (types of services provided, products for which integration was developed, etc.)		
Annual Value of Services	\$ _____/year	

Reference	STAFF	Check to affirm Resumes are attached
Sec. 2.5.3.	Vendor shall provide resumes for a minimum of eight (8) employees or subcontractors to be used in the performance of any work/services under this prequalification pool. At least four (4) of the eight (8) employees must be full time employees of the vendor. Resumes submitted shall include:	
Sec. 2.5.3.A.	Vendor shall submit at least 3 employee/subcontractor Resumes with a minimum of 3 years of INFOR experience in each of the following areas: Project Management, Installation, and Configuration.	()
Sec. 2.5.3.B.	Vendor shall submit at least 3 employee/subcontractor Resumes with a minimum of 3 years of experience in each of the following INFOR software components: INFOR Web Services, Databridge, Mobile, and Cognos Reporting.	()
Sec. 2.5.3.C.	Vendor shall submit at least 2 employee/subcontractor Resumes with a minimum of 2 years of experience writing triggers and/or stored procedures on Oracle Database Enterprise Edition version 10g or higher.	()