



STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF MANAGEMENT AND BUDGET

August 21, 2013

TO: ALL OFFERORS

FROM: BRUCE KRUG
STATE CONTRACT PROCUREMENT SUPERVISOR

SUBJECT: ADDENDUM TO REQUEST FOR PROPOSAL NO.: GSS13700-FINANC-RPT

ADDENDUM #1 – QUESTIONS AND ANSWERS

	Question	Answer
1	We have downloaded the RFP but do not see the supplementary documents (Appendix B, Appendix C, Exhibit B, Exhibit C) would it be possible to have these posted?	The referenced appendices and exhibits have been made available at http://bids.delaware.gov
2	How many users, at one time, will be accessing the system?	3,000 total users; 300 – 500 simultaneous
3	<i>RFP Section number II, Paragraph number B, Page number 2, Text of passage being questioned “Approach Two – The State of Delaware is seeking proposals from qualified vendors to provide an ERP financials reporting solution that will”</i> a. Regarding approach #2, do we need to create a repository or can we read from the sources? b. What is your current ETL process for moving data? c. How many fields of data are currently in the warehouses that make up the reporting sources? d. Do we need to integrate	a. There will be a need for reporting against the production data as well as a reporting repository. The vendor should create the repository. The State also wants the reporting to have access to real-time Production data. May limit users or the data that can be accessed real-time. Please describe options. b. The State of Delaware has an ETL tool, IBM’s DataStage, which can be used to move data from the production PeopleSoft database to a reporting repository. c. No data warehouse currently exists for reporting. All current reports are produced from the production database. However, a reporting repository or

	the data warehouses?	warehouse is desired for future reporting. d. No data warehouse exists today. We are expecting the vendor to propose the appropriate solution.
4.	<p>RFP Section number II, Paragraph number C, Page number 4, Text of passage being questioned “The solution to the State’s needs must incorporate / facilitate the following for both Approach One and Approach Two:”</p> <p>a. Requirement #15, “Real-time integration with Production database” appears to conflict with requirement #1, “Streamline nightly batch schedule.”</p> <p>i. Are we pulling live feeds, if so, please define “real time” (up to the minute, hour, etc.)</p> <p>b. Regarding “batch,” under what situations and with which reports</p>	<p>a. The nightly batch schedule should be streamlined, because batch reports that are currently produced from the production database should be off-loaded to the reporting repository. Refer to 3a.</p> <p>b. The vision is that the majority of reports should not be “batch” any longer and should be produced on demand or scheduled by the end user. Some reports will not be needed more than once a day because the data will not change. Template reports will be handled via batch. Real time – ideally up to the minute. Want the users to be able to see where they stand with their budgets. Refer to 3 a. for additional information.</p>
5.	What is your current Forecasting and budgeting methodology and will it be incorporated into this reporting application in the future?	Forecasting is done in excel externally. If the functionality exists for forecasting in the solution, we will explore to see if it can be used. Budgeting is done in a different system and then budgets are loaded into FSF Commitment Control (KK) module.
6.	Is OLAP analysis desired?	Yes
7.	<p>RFP Section number: Approach 2 Section C</p> <p>Paragraph number: ii</p> <p>Page number 3</p> <p>Text of passage being questioned:</p> <p><i>c. Agency specific data warehouses:</i></p> <p><i>Is it acceptable to provide optional components in the solution proposal such as Human Resource Analytics?</i></p>	Yes

8.	Are you able to post the Attachment forms in an editable format such as MS Word for ease of completion? Right now, I see them only in the RFP document which is in PDF format.	The referenced attachments will be provided in editable format in Addendum # 2
9.	Section C., item 2.xv Can you please clarify what is meant by this statement? "Real time integration with Production database. A data warehouse will have a scheduled, typically incremental refresh FROM the production database."	Real time – ideally up to the minute. Want the users to be able to see where they stand with their budgets. Refer to 3 a. for additional information.
10.	Section E., Item 6 Maintenance and support The State request that the awarded vendor shall provide ongoing remote and on-site support as required by the State during the initial term of the contract at no additional charge. What is the State's expectation of the duration of this timeframe in which you want this on-site support?	It is anticipated onsite support would be required through 2 – 3 months post go-live. Remote support would be required thereafter. Should remote support prove insufficient to resolve a particular need of the State, onsite response would be expected.
11.	Section E, Item 9, Technical Requirements of Proposed Solution Under item d, We would request that the state have a limitation of the liability to the amount of the contract. Is this something that the State would consider?	Using Attachment 3, an offeror could choose to take exception to the referenced item and offer a proposed alternative. The State reserves the right to deny any and all exceptions taken to the RFP requirements.
12.	Section IV Professional Services RFP Administrative Information, Part D Contract T&C Item K Termination for Cause and Item I Termination for Convenience: would the State consider reciprocity for these terminations?	Using Attachment 3, an offeror could choose to take exception to the referenced item and offer a proposed alternative. The State reserves the right to deny any and all exceptions taken to the RFP requirements.
13.	Real-time integration with Production database - is this for real time reporting against the PeopleSoft transaction system? To what extent for that style of reporting versus using the data warehouse (Apps)?	Real time – ideally up to the minute. Want the users to be able to see where they stand with their budgets. Refer to 3 a. for additional information. Estimate Production database being hit 30% of the time versus warehouse 70%.

14.	What are the report performance expectations?	We would expect the solution to be designed appropriately for reasonable performance based upon the size of the database and type of queries and reports being requested.
15.	Can we get some idea on performance metrics that the State uses?	See answer to question 14 above.
16.	Can we get some more details about the different data sources ?	Excel, MS Access, Word document, text file, etc.
17.	How large is the PSFT database?	<p>Financials Production Database</p> <p style="padding-left: 40px;">Allocated (GB) 666.84</p> <p style="padding-left: 40px;">Used (GB) 453.01</p> <p>Allocated Free Space (GB) 213.83</p> <p>Human Capital Management</p> <p style="padding-left: 40px;">Allocated (GB) 400.8</p> <p style="padding-left: 40px;">Used (GB) 320.88</p> <p>Allocated Free Space (GB) 79.91</p>
18.	How many chartfields in use?	<p>16</p> <p>Budget Reference, Fund, Department, Operating Unit, Appropriation (Class), Account, Program Code, School Code (Chartfield 1), PCBU, Project, Activity, Source Type, Category, Sub Cat, Fund Affiliate, Affiliate</p>
19.	How many PS_Ledger rows per month?	<p>Summary information:</p> <p>Ledger KK – 166K</p> <p>GL Actuals Ledger – 110K</p> <p>Detail information</p> <p>Journal Line table – 294 K</p> <p>KK Activity Log table – 1.7 M</p>
20.	What are the shortcomings of the current reporting system?	This is explained in the RFP
21.	Other than through web, how are reports consumed and/or disseminated?	Reports should all be accessible through a web browser. Reports should be downloadable into Excel, CSV, PDF, text file, html, etc.
22.	Any other pertinent information to the reporting that can be helpful ?	Information considered to be pertinent has been provided in the RFP.

All other terms and conditions remain the same.

S:\GSS13700 Addendum 1 to RFP