DATE: March 26, 2019

TO: All Offerors

FROM: Angela R. Young
Executive Director of Contracting

RE: RFP No. 153-19, Enterprise Resource Planning (ERP) Solution

Please see Addendum No. 3 for the above-referenced solicitation.
ADDENDUM NO. 3
RFP NO. 153-19
ENTERPRISE RESOURCE PLANNING (ERP) SOLUTION

A. The following are questions received and FCS’ responses for the above-referenced solicitation:

1. Can the due date of the RFP be extended for at least four (4) weeks to allow time to properly address all areas of the RFP and terms and conditions? This is primarily due to not having answers from questions in time to restructure our potential proposal prior to the due date. Please see Addendum No. 1.

2. What is the current annual support cost for ERP software? $501,081.11.

3. What is the current annual support cost for hardware infrastructure supporting the ERP software? This information is not available at this time.

4. What was the proposed cost to upgrade the SAP software to the most current version? This information is not available at this time.

5. On pages 30, 41 and 52, non-SAP applications are mentioned, but there is no list of these applications. Can we get the complete list? Is the list of integrations on pages 69-71 complete? It doesn’t include any integrations for non-SAP applications. Please see Addendum No. 2.

6. Are we allowed to use offshore resources to perform the technical work required? No.

7. Are you required to comply with the Government Accounting Standards Board (GASB) Statement 34 asset accounting rules? Yes.

8. On the Assumptions tab from the BRD-Operations attachment, please identify the collaborative construction project management software that FCS uses. FCS uses Prolog software for collaborative construction project management.

9. What kind of data/processes are you expecting to be integrated between the ERP system and the Risk Management system? Employee data for efficient claim intake (including all types of claims - General Liability, Accident, Workers Compensation, etc.), asset costs, life-cycle, useful life and current values.

10. Is the District Enterprise Data Warehouse the same as the “EIM” references made in Appendix III Technical Requirements? EIM is the SAP Outbound Interface name to Data Warehouse.
11. What is the employee population breakdown in terms of full-time, part-time, temporary, seasonal, retirees and board appointees etc.?

The current employee population is as follows:

- Full-time: 11,504
- Part-time: 536
- Temporary: 1,971
- Seasonal and board appointees: N/A
- Retirees collecting pension: 2,897
- Retirees collecting from the Teachers Retirement System (TRS): 1,753

Note: If an employee is collecting from TRS, they could be collecting pension as well.

12. With the legacy system as SAP, in the list of HCM allocation, Payroll and Benefits are not listed. Are these two applications remaining in SAP?

Payroll and Benefits are part of SAP. Please see Section 3.3.1 in the RFP document subtitled "Business Capabilities - Exceptions."

13. How many unions does FCS have and what employee types are those unions associated with?

FCS does not have unions.

14. Do all employees have a position and use position control?

All full-time employees have position numbers. All authorizations are assigned to a position and managed through positions.

15. For compensation increases, do any groups of employees have grade step progression and if so, how is the eligibility based for those increases? Are they based on date of service or date of service in a position or a certain license or certification achieved?

Annual step increases for all employees are based on board approval. There are other eligibility requirements based on evaluations, number of work hours and/or days. Compensation increases could be based on date of service but may not be. It is never based on certification or licensure.

16. What is the current learning system? Will the requirements for a new system include a content library and workflow notifications to remind employees of upcoming classes?

The current system is Edivate, however, FCS is in the process of migrating to Frontline. A content library and notifications are desirable for the new system.

17. Please summarize the requirements for the teacher selection system.

The new ERP system must interface with the applicant tracking system (AppliTrak) for the hiring process. The system must perform near real-time updates of data to and from the Talent/HR department. After applicants become employees, the ERP will maintain information and become the system of record for employee data.
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18. Please summarize the requirement for substitute services.
   FCS seeks to integrate the new ERP system with the substitute services system to eliminate
duplication of effort. The ERP should be the system of record in most cases.

19. What are your requirements for reports?
   Please see the General Business Requirements Document (BRD).

20. Which of the following are anticipated in your new budget system? Account, Entity, Scenario,
Version, Currency?
   Account, Version, Scenario and Entity (if used as the business area to identify each school or
department).

21. Are you going to budget employee/position types? If yes, how many?
   Yes, approximately 13,000 positions, 191 job types and 293 qualification types.

22. Are you going to budget capital projects? If yes, how many?
   Yes, upwards of 450 annually.

23. Do you require PL, BS, CF?
   Profit and Loss (PL), Balance Sheet (BS) and Cash Flow (CF) are basic reports which are
expected from the new ERP system.

24. How many reports are included in your budget book and CFO reports?
   Approximately seventy-seven (77) reports are included in the budget book. The FY2019
Budget Book is available online on the FCS website under Budget Services. CFO reports
include Financial Update, General Fund, Special Revenue, Capital, Debt Service, School
Activity Fund, School Nutrition, Pension, SPLOST Revenue, Tax Revenue, Balance Sheet
and Contracting.

25. How many calculations and allocations are required for budgeting and planning?
   Approximately ninety (90).

26. How many data integrations? How many months of actual data will be required?
   Please see Section 4.7.2.3.2 - Data Conversion; "Table 4-1 - Data Conversion table with Data
Types and Systems."

27. Is your resource going to be closely involved during the project and share some implementation
responsibilities or do you expect the vendor resource to be responsible for all the implementation
activities?
   Assignment of responsibility is dependent upon the cost, complexity and availability of
resources. Ultimately, FCS prefers vendors to submit proposals that are written as if vendor
resources will be filling primary implementation activities. We would like to see specific call-
outs of internal roles for which you have a dependency.
28. How many User Acceptance Testing (UAT) cycles will be required?
   Requirements are dependent on the cost; however, we would anticipate three (3) successful cycles of payroll testing.

29. Do you want to leverage a “Train the Trainer” approach for end user training?
   We would like to review proposals that include various training models.

30. What’s your expectation for post-production support options and practices?
   All post-production support options and practices should be clearly defined in the Service Level Agreement(s).

31. Would FCS consider providing an extension to April 16th?
   Please see Addendum No. 1.

32. Could FCS provide the final version of the recent IT assessment to all potential bidders?
   Considering that SAP conducted the assessment and that they are a potential bidder, it appears that they would have an unfair advantage over other potential bidders?
   This information is not available at this time.

33. Would FCS be willing to share the current costs associated with maintaining the current SAP applications and related infrastructure?
   This information is not available at this time.

B. All other terms and conditions remain the same.