



City of Dublin, Ohio

ERP System and Implementation Services

Vendor Pre-Bid Meeting

February 10, 2014

Agenda

1. Introductions and Opening Comments
2. Purchasing Comments
3. Dublin Background
4. Technology Background
5. Project Work To Date
6. RFP Review
7. Open Q&A
8. Meeting Wrap-Up

Purchasing Comments

 Deadline for questions will be modified as follows:

-  Deadline for clarification questions: February 12, 2014 by 4:00 pm Eastern
-  Dublin response to questions: February 18, 2014 by 5:00 pm Eastern

Purchasing Comments

- ⌚ All contact with the City should be done through email: rfp@dublin.oh.us
 - ⌚ No communications with City staff other than through e-mail above.
 - ⌚ RFP posted to City website and to be official source for any addenda
 - ⌚ Any verbal responses are for informational purposes only and are not to be considered binding
 - ⌚ Actual material changes to the RFP will be addressed through written addenda posted to the City website.
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City Background

Population	41,751
Fiscal Year	Jan 1 – Dec 31
City Staffing	378 – Full Time 236 – Part-Time/Seasonal
Organizational Budget (all funds)	\$181,869,597

Technology Background

⌚ Current Systems: SunGard HTE

⌚ GIS: ESRI

⌚ Document Imaging: Laserfiche

⌚ Microsoft Office 2013 User

Technology Background

⌚ Key Upcoming Projects:

- ☐ Kronos Upgrade
- ☐ SunGard ONESolution Deployment for Community Development
- ☐ Cityworks upgrade/enhancement
- ☐ Replace Sungard Naviline Police Dispatch, Records and Mobile solution with the ONESolution OSSI application

⌚ See section 1.5 of RFP for more detailed information

Project Work to Date

- ⌚ Hired Plante Moran – to assist in system procurement - 2013
- ⌚ Assigned internal project managers to the project
- ⌚ Formed project governance structure
- ⌚ Developed needs assessment report
- ⌚ Compiled information into an RFP

RFP Review

⌚ Key Upcoming Project Dates (page 6):

- ☒ Deadline for clarification questions – February 12, 2014
- ☒ Dublin distributes response to questions – February 18, 2014
- ☒ Vendor proposals due – February 28, 2014 at 4:00 PM Eastern
- ☒ Anticipated notification of demonstrations – March 2014
- ☒ Demonstrations of Solution – April 2014
- ☒ Site visits and other due diligence – April-June 2014
- ☒ Contract negotiations and award – June-August 2014

RFP Review

⌚ Project Scope (Section 1.6)

⌚ Summary of Key Transaction Volumes (Section 1.7)

⌚ Vendor Proposal Guidelines (Section 2):

- ☐ Note number of proposal copies, due date and files to be submitted in the response (Section 2.2)

- ☐ Basis for Award, Evaluation Criteria and Questions (Section 2.8)

RFP Review

⌚ Staffing Plan (Section 3.7)

☑ Assume 50/50 split in level of effort

⌚ Functional Requirements (Section 4)

⌚ Contract Terms & Conditions (Section 5)

⌚ Proposal Forms (Section 7)- Also separate attachment

Discussion

Questions & Answers