

Business Operations
Ofelia San Pedro, Deputy Superintendent

SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACTUAL SERVICES AGREEMENT BETWEEN THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, AND ANSWERTHINK, PURSUANT TO REQUEST FOR PROPOSALS NO. 025-FF10 – PROFESSIONAL CONSULTING SERVICES FOR BUSINESS PROCESS FUNCTIONS ASSESSMENT AND ANALYSIS IN ADVANCE OF AN ENTERPRISE RESOURCE PLANNING (ERP) IMPLEMENTATION

COMMITTEE: INNOVATION, EFFICIENCY & GOVERNMENTAL RELATIONS

Request For Proposals No. 025-FF10 – PROFESSIONAL CONSULTING SERVICES FOR BUSINESS PROCESS FUNCTIONS ASSESSMENT AND ANALYSIS IN ADVANCE OF AN ERP IMPLEMENTATION, opened on November 7, 2005, to provide a needs assessment and gap analysis of the business process functions, of M-DCPS Human Resources and Finance departments. Of 38 proposers sent proposal forms or card notices of this advertised proposal, 9 responded.

This is the initial phase of the “ERP For Business” recommendation contained in the Information Technology Blueprints. In response to the Request For Proposals, Answerthink will provide the following services to M-DCPS:

- Determine the effectiveness of current District business processes in the Human Resources and Finance areas outlined in the RFP;
- Identify processes that currently do not satisfy the District’s needs and, in turn, document areas for process redesign, including processes that would be integrated into future Enterprise Resource Planning (“ERP”) implementation;
- Identify alternative “best practice” processes from both the public and private sector and create a gap analysis outlining current process versus ideal future processes;
- Provide and document recommendations for process improvements ranging from quick wins for the District to implement immediately, to recommendations for ERP software and implementation solutions; and
- Complete a Total Cost of Ownership (“TCO”) Analysis, which will include reviewing ERP Request For Quotes (“RFQ”) for subsequent District initiatives and respective responses, assisting with vendor demos, performing a vendor and best practices fit/gap analysis, and evaluating vendor solutions and costs.

Answerthink's proposal also includes a one-year membership to the Human Resources, Finance and Procurement programs within The Hackett Group's Executive Advisory Program. This membership includes on-demand access to world-class performance metrics, peer-learning opportunities and best practice access and advice. It is expected that several of the best practices recommendations will be implemented immediately, to enable processes to be improved and savings accrued prior to any technology changes.

A meeting of the selection committee to evaluate proposals received in response to the Request For Proposals was held on November 10, 2005. Nine proposals were presented for consideration, Answerthink; BearingPoint; Enterprise Technology Partners, LLC; Focus Project Services, Inc.; Gibson Consulting Group; Moran Technology Consulting; Plante/Moran; Unisys; and Salvaggio, Teal & Associates. After significant discussion, a motion was passed to recommend that three firms be invited to participate in oral presentations: Answerthink, Gibson Consulting Group, and Unisys. On November 18, 2005, a second meeting of the selection committee was called to hear presentations from the three firms and to conduct final deliberations. Based on the proposal submitted and the oral presentation, the committee recommended Answerthink.

Fund Source
0100 - General

M/WBE Eligibility
None

RECOMMENDED: That The School Board of Miami-Dade County, Florida, **AUTHORIZE** the Superintendent to enter into a contractual agreement between The School Board of Miami-Dade County, Florida, and Answerthink, pursuant to Request For Proposals No. 025-FF10 – PROFESSIONAL CONSULTING SERVICES FOR BUSINESS PROCESS FUNCTIONS ASSESSMENT AND ANALYSIS IN ADVANCE OF AN ENTERPRISE RESOURCE PLANNING (ERP) IMPLEMENTATION, to provide a needs assessment and gap analysis of the business process functions, of M-DCPS Human Resources and Finance departments, effective December 14, 2005, as follows:

1. ANSWERTHINK
1001 BRICKELL BAY DRIVE, #3000
MIAMI, FL 33131
OWNER: TED FERNANDEZ, C.E.O.

Highest Rated Proposal.

2. Authorize Procurement Management Services to purchase up to the estimated amount of \$750,000.