



The School Board of Miami-Dade County, Florida
SCHOOL BOARD ADMINISTRATION BUILDING
Procurement Management Services
1450 N.E. 2nd Avenue, Room 352
Miami, Fl. 33132

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Procurement Management Services

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BID/RFP ADDENDUM

Date: December 8, 2006

Addendum No. 1

BID/RFP No.:011-GG04

BID/RFP TITLE: ERP Systems Integration and Implementation Services

This addendum modifies the conditions of the above referenced BID/RFP as follows:

- 1) Change opening date to December 21, 2006 – See revised Anti-Collusion Statement with new date
- 2) Response to Questions – Pre-Proposal Questions and Questions received as of December 1, 2006
- 3) Copy of attendees.
- 4) Copy of Appendix H
- 5) The District has revised the holdback on payments to 10%

The attached pages containing clarifications, additional information and requirements constitutes an integral part of the referenced bid.

- 1 If your bid/proposal has not been mailed, substitute the pages marked REVISED and mail your entire bid/proposal package. **REMEMBER TO SIGN THE BIDDER QUALIFICATION FORM.**

OR

2. If your bid/proposal has been mailed, sign and return this addendum form with the revised pages by the time and date indicated on the revised Bidder Qualification Form.
BY SIGNING THIS ADDENDUM, THE VENDOR AGREES TO THE TERMS AND CONDITIONS CONTAINED IN THE BIDDER QUALIFICATION FORM AND ALL RELATED BID DOCUMENTS.

I acknowledge receipt of Addendum Number 1.

PLEASE NOTE: If your firm has mailed a copy of this bid/proposal to another vendor, it is your responsibility to forward them a copy of this addendum.

(PLEASE TYPE OR PRINT BELOW)

LEGAL NAME OF BIDDER: _____

MAILING ADDRESS: _____

CITY, STATE ZIP CODE: _____

TELEPHONE NUMBER: _____ E-MAIL I.D. _____ FAX # _____

BY: SIGNATURE (Manual): _____

OF AUTHORIZED REPRESENTATIVE
NAME (Typed)- _____ TITLE: _____

OF AUTHORIZED REPRESENTATIVE

REQUEST FOR PROPOSALS # 011-GG04
Proposal Acknowledgement Form
Enterprise Resource Planning (ERP) Systems Integration and Implementation
Services

ANTI-COLLUSION STATEMENT

THE UNDERSIGNED PROPOSER HAS NOT DIVULGED TO, DISCUSSED, OR COMPARED HIS PROPOSAL WITH OTHER PROPOSERS AND HAS NOT COLLUDED WITH ANY OTHER PROPOSER OR PARTIES TO THE PROPOSAL WHATSOEVER. PROPOSER ACKNOWLEDGES THAT ALL INFORMATION CONTAINED HEREIN IS PART OF THE PUBLIC DOMAIN AS DEFINED BY THE STATE OF FLORIDA SUNSHINE LAW.

CERTIFICATION AND IDENTIFICATION FOR PROPOSERS SUBMITTING PROPOSALS.

I certify that this proposal is made without prior understanding, agreement or connection with any corporation, firm or person submitting a proposal for the same service, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of these proposal specifications and I certify that I am authorized to sign this proposal.

(Please Type or Print Below)

Legal Name of Vendor:	
Federal ID Number:	
Telephone:	Fax:
Mailing Address:	Contact Person:
City:	Phone Number:
State: Zip:	Email:
Authorized Signature:	Type / Print Name
Title:	Date of Proposal:

Proposals will be accepted until **2:00 PM on Thursday, December 21, 2006** in Room 351, of The School Board Administration building, 1450 NE 2nd Avenue, Miami, FL., 33132, at which time they will be publicly opened and may not be withdrawn for one hundred eighty (180) days from that date.

A Pre-Proposal Conference will be held on Tuesday, November 28, 2006 at 3:30 PM at SBAB, 1450 NE 2nd Ave, Room 559, Miami, FL. Questions concerning proposal must be received no later than Monday, November 13, 2006, 4:00 PM in order to be addressed at the Pre-Proposal Conference. Final questions are due no later than December 1, 2006, 4:00 PM.

1) Question: Would M-DCPS consider extending the due date for proposal responses from December 12 to December 22, 2006? Our goal is to provide M-DCPS with the most thorough possible response with the highest quality information for decision making. Since the school district's organization, operations, and business requirements are highly complex, a thorough treatment will require us to focus a large array of skills and resources.

Response: The opening date will be revised to December 21, 2006 at 2:00 pm. An addendum will be issued reflecting the revised date.

2) Question: Would M-DCPS consider a less onerous requirement for holdback than 25 percent? Imposing this financing cost on the vendor is not consistent with achieving the lowest combination of cost and risk for the school district. More commonly, we see a requirement for 10 percent from our Public Sector clients. Similarly, would M-DCPS consider making holdback contingent on acceptance of the system by project phase rather than on final acceptance of the project?

Response: The holdback will be revised to 10%. An addendum will be issued reflecting the revision.

3) Question: Would M-DCPS consider a hosted environment for implementation in lieu of a hardware proposal and in addition to the optional production support?

Response:

Yes, M-DCPS would consider a proposal with a hosted environment.

4) Question: We normally enlist the cooperation of SAP Public Services in our implementation projects and actively seek their involvement. However, it is unusual in our experience to encounter a fixed minimum for participation, and a percentage as high as 10 percent is unlikely to reduce M-DCPS' risk commensurate with the added cost. We normally see SAP Public Services participate in the 2-5 percent range. Would this be acceptable to M-DCPS?

Response: No. Based upon the District's own due diligence, we believe that the minimum percentage stated in the RFP provides the District with the resources necessary for a successful implementation.

5) Question: Does M-DCPS have a preference for a fixed price vs. time and materials? Is it acceptable to bill expenses such as travel and living separately from services?

Response:

We have asked for both. Major phases should be submitted as a fixed cost as requested. Additionally, the District has asked for hourly rates for items determined to be out on initial scope that we may request. All costs are to include all related travel.

6) Question: Section 2.4.3 - Technical Vision

"A single operating system and database management system environment. The District is currently operating in a SQL 2005 environment and utilizes Windows operating systems."

Is a single operating system environment a requirement? There are several database and operating system alternatives for an ERP system, all of which have a direct impact on the reliability, scalability, and overall performance of the system. Restricting the proposer's response to one alternative may not permit all M-DCPS personnel affected by the ERP system to evaluate the different factors associated with choosing an operating system and DB.

Response: The District has supplied information regarding our current operating environment. Although the District's ideal vision is a single operating system and database management system environment proposer may submit the solution they feel is best suited for a successful implementation. Proposer should note that our employee resources are based on our current operating environment and this should be taken into consideration when evaluating required personnel resources.

7) Question: Section 5.2 - Summary of Recommended Hardware

Depending on what operating system and DB platform are selected, as well as whether or not there will be capability that is provided in a hosted environment, there can feasibly be more than one recommended hardware configuration proposed. Is this permitted?

Response: The District would prefer one well thought out hardware proposal for the RFP submission but an alternate will be allowed.

8) Question: Section 5.5.3 - Hardware Redundancy

"The disaster recovery recommended solution shall include a complete offsite server and networking installation that has the capability to roll from the primary site to this offsite location within a 24-hour recovery window. This roll over should include all applications and data."

Please clarify the definition of "offsite server." First, does M-DCPS expect to own this offsite server? Second, in the event of a disaster, do M-DCPS personnel plan on physically accessing such a site, or is the expectation that only remote access will be provided? Thirdly, are there are geographical requirements (e.g. site must be outside the State of Florida), or location requirements (e.g. offsite location must be a Category-5 strength data center?). Fourthly, does the district expect to have single dedicated equipment for this offsite redundancy, or is it permitted to have equipment shared by other disaster recovery customers?

Response: The vendor is reminded that South Florida is located in an area subject to violent weather storms, therefore your disaster recovery solution should be based on this assumption.

9) Question: RFP page 1, 9 & 11 With a major long holiday weekend coming up for Thanksgiving, is it possible to provide an extension of time for submitting proposals? For the size, complexity & level of effort required, 20-business days are insufficient to generate a quality response. 30-business days would be adequate. The District is providing 28-business days for proposal evaluation, orals/demos and final selection.

Response: The opening date will be revised to December 21, 2006 at 2:00 pm. An addendum will be issued reflecting the revised date.

10) Question: RFP page 9 Last paragraph indicates questions concerning the proposal must be received NLT Monday, Nov. 13, 2006, 4:00 Pm in order to be addressed at the Pre-Proposal Conference. Is that date correct or is it Nov. 17th?
Response: This has already been addressed with a Q&A posting

11) Question: RFP page 10 First paragraph indicates that no less than 10% of this project is required to be sub-contracted to SAP Consulting Services. Is the 10% minimum set-aside for SAP based on total project cost, total project hours, etc.? This will make a difference since SAP's consulting rates are typical much higher than partner systems integrators.

Response: 10% of the Total Integration costs as indicated in Tier I Minimum Qualification Requirements F.

12) Question: RFP page 11 In the second paragraph, can you tell us the names of the several K-12 organizations where site visits were conducted? Can you tell us how you evaluated, analyzed, rated or otherwise made use of the site visits?

Response: Site visits were conducted at Orange County Public Schools, Florida, St. Johns County School District, Florida, Los Angeles Unified School District, California and Chicago Public Schools, Illinois. Information regarding the was included with Board Agenda Item E-151 at the September 13, 2006 Board meeting. The following link is provided to access the item:

<http://pdfs.dadeschools.net/Bdarch/2006/Bd091306/agenda/e151.pdf>

13) Question: RFP page 11 Also in the second paragraph, are you expecting the successful implementation vendor to develop the Total Cost of Ownership (TCO) analysis for the ERP initiative for Board approval?

Response:
No

14) Question: RFP page 9 Can vendors attend the "public opening" of the proposals on Dec. 12th?

Yes. At the public opening the District will only acknowledge receipt of the proposals.

15) Question: RFP page 1, 9 & 11 There is a conflict on pages 1, 9 and 11 as to where the proposals are to be submitted: Room 351 or Room 352?

Response: Room 351

16) Question: RFP page 12 Are sub-contractors required to submit the Proposal Acknowledgement/Anti-Collusion Statement form on page 9?

Response: The Proposer is responsible for all actions of employees and of the sub-contractors. All employees of the Proposer and their sub-contractors must complete the back-ground check as indicated in the documents.

17) Question: RFP page 9 & 15 There is a conflict on pages 9 and 15 as to where the Pre-Proposal Conference will be: SBAB, 1450 NE 2nd Ave, Room 559, Miami, FL or WLRN, 172 NE 15th Street, Room 170, Miami, FL?

Response: A response to this question has previously been posted to the Districts web site.

18) Question: RFP page 18 Are sub-contractors required to have insurance coverage and submit completed certificate of insurance forms?

Response: The Proposer is responsible for all actions of employees and of the sub-contractors. All employees of the Proposer and their sub-contractors must comply with indemnification and insurance requirements.

19) Question: RFP page 19 Are sub-contractors required to complete & submit EEO policies and detailed breakdown of categories?

Response: The Proposer is responsible for submitting a complete proposal. Documentation for the Proposer's firm plus all named sub-contractors should be detailed in the proposal response.

20) Question: RFP page 23 How rigid is M-DCPS on the requirement of the 25% retainage? The percentage appears to be unusually high based upon industry standards. Will you consider payments more frequently based upon deliverables accepted by the District either at delivery time, or at the end of phases instead of a hold-back at the end of the contract (go-live)?

Response: The holdback will be revised to 10%. An addendum will be issued reflecting the revision.

21) Question: RFP page 23 Will you consider a usual and customary 30-day payment cycle instead of the 45-days noted in the RFP?

Response:
No

22) Question: RFP page 23 Is the liquidated damages provision a mandatory for this contract?

Response:
Yes

23) Question: RFP page 24 Relative to POC, can you clarify the implied liability and implied warranty of the proposer relative to the performance of a Proof of Concept to verify performance of any "additional proposed software products that may be required or desired relative to M-DCPS platform, network, servers and databases."?

Response: The Proof of Performance is the Districts opportunity to verify stated functionality, performance and scalability.

24) Question: RFP page 24 Can you amplify on the requirement for additional Ts & Cs that are not now included in the RFP, but shall be included in the final contract AND AGREED TO BY BOTH PARTIES? It is imperative that all vendors know before a bid decision is made as to what “additional Ts & Cs may be required at contract negotiation time.

Response: Although the District has made an endeavor to identify the major components of contract terms and conditions identified in Appendix D – Selected Terms and Conditions, there may be additional terms and conditions negotiated as part of this contract that are specific to the project scope that are not known at this time.

25) Question: RFP page 27 Are you requesting vendors to provide a staffing plan for the District staff?

Response: Proposer is requested to review Section 3.2.5 M-DCPS Project Team Roles. This section specifically requests information regarding suggested staffing and roles to be filled by M-DCPS staff for a successful implementation.

26) Question: RFP page 27 Are you requesting vendors to recommend 3rd party software in our Proposals?

Response: It is not required however, should an implementer feel that additional third part software is necessary to ensure a successful implementation then, it is required for the vendor to note the software in 5.1 Supplemental Software.

27) Question: RFP page 27 Are you requesting vendors to recommend hardware and configurations in our Proposals?

Response: Yes

28) Question: RFP page 28 Can you confirm that you are asking vendors to project the total cost of ownership (TCO), including all direct & indirect costs?

Response: Total Cost of Ownership will be completed by the District utilizing the information submitted by the proposer.

29) Question: RFP page 28 Will the District conduct site visits to comparable organizations as it did in viewing the SAP accounts earlier?

Response: The District may conduct site visits if deemed necessary.

30) Question: RFP page 55 Section 2.3.6 specifies a requirement for a High-Level Implementation Plan. Would the District be more inclined to benefit by quicker ROI/cost benefit in staging the modules for implementation, e.g., FIN, PROC, HR-ESS, etc.?

Response: Additional information regarding implementation strategy, methodology, schedules and costs will be provided by the Proposer in Sections 3. Proposal Summary and Proposed Organization, Section 4.0 Business

Requirements, Section 5. Technical Requirements, Section 6. Systems Integration Services Requirements, Section 7. Post Implementation Deliverables and Section 9. Proposal Cost.

31) Question: RFP page 69 Can you specify your FY? July, September, January?

Response: The fiscal year is July 1 to June 30. It should be noted though that some functions require Calendar year reporting (i.e. Payroll)

32) Question: RFP page 78 Are you requiring a physically neutral work site? Are their requirements around how far the neutral work site would be from the primary District sites?

Response: The District is willing to consider off-site work location provided by proposer. Associated costs, if any, must be identified in the Optional Cost portion of Section 9. Proposal Cost

33) Question: RFP page 78 Are you requesting resumes for virtually every position or just the key personnel?

Response: Resumes are to be supplied for Key Personnel only. It is requested that the vendor supply at minimum the position requirements for other personnel to be recommended if resumes are not available at time of submission. The District will supply a definition of Key Personnel with the addendum to be issued.

The District is defining key personnel as individuals at the Management or Director level

34) Question: RFP page 86 Generally, what are your expectations for showing the District team members on the organizational chart diagram? We obviously don't have names; how detailed do you want it?

Response: Please show where district personnel would be needed and the type of experience/skills that would be needed for the position.

35) Question: RFP page 87 Do you have any specific methodology you would like for us to deploy? Are you OK with SAP's ASAP methodology? Vendor deployed tools?

Response: The District has no specific methodology defined at this time. Proposers are to submit their recommendation based on their experience and understanding of the Districts structure that will allow for a successful implementation.

36) Question: Can we protect some of our intellectual property that we will discuss in the Proposal from release to those not involved in evaluating the proposal?

Response: Proposers are advised that the District is obligated to follow the States requirements for all meetings to be in the Sunshine. Proposers are advised to carefully read and understand Section 1.5.8 Public Records Law in order to avoid having proposals rendered non-responsive for violation of this requirement.

37) Question: Does M-DCPS have civil service employees?

Response: No

38) Question: Does M-DCPS currently use role based security based on an employee position within the organization?

Response: As part of our Portal implementation we are developing a role based architecture for the Active Directory. This will support multiple roles per individual account. The architecture is three tier:

1) Gross roles and work locations maintained in the ADS such as Administrator, Principal, Teacher, Bus Driver, etc.

2) Use of ADS security groups for application access control and granular permissions to collaboration sites.

3) SQL Based web parts/web services for very granular content management.

39) Question: Do you intend to use a point of sale system? (such as a link to the lunch room point of sale system?)

Response: Yes, it is intended that our current system be integrated into SAP.

40) Question: Has M-DCPS determined an approximate number of reports and forms that may be needed?

Response: No

41) Question: Does M-DCPS have expectations for using Solutions Manager?

Response: Please explain what is meant by Solution manager.

42) Question: Will the assigned team members from M-DCPS be backfilled in their current positions or will they be expected to continue with the current production support?

Response: The Proposer is to supply in section 3.2.5 the requirements for the MDCPS Team Roles. Based upon requirements listed, M-DCPS administration, will make a decision if the position will be back-filled or supported through re-distribution of work assignments. Additionally, the Proposer should provide any other recommendations they may have with regards to this area.

43) Question: Do you currently have a "Training Team" onsite for IT related training?

Response:

Yes but the Proposer should not rely on this group for initial roll-out as they are fully invested currently in training on other District initiatives.

44) Question: Do you plan to implement the RF (Radio Frequency) capabilities of SAP? If so, have you considered who the 3rd party vendor might be for setting up the bar-coding system that will be interfaced to?

Response: No determination has been made at this time.

45) Question: With the initial implementation, does M-DCPS plan to implement ESS and eRecruiting? (or will this be a potential Phase 2 item?)

Response: The District requests that the Proposer supply their recommendation.

46) Question: Does M-DCPS plan to utilize web access and portal capabilities at first?

Response: The District requests that the Proposer supply their recommendation. It should be noted that the District is currently using SharePoint 2007 for its Portal Strategy development.

47) Question: Does M-DCPS plan to implement eProcurement initially?

Response: The District requests that the Proposer supply their recommendation.

48) Question: Are there any expectations to have data sent from SAP to PDA's?

Response: No determination has been made at this time.

49) Question: How long does it currently take to do a month-end closing?

Response: Currently it takes 21 days to close the month.

50) Question: RFP page 1, 9 & 11 Due to the extensive and complex requirements in a project of this nature, it is very difficult to provide the district with the best possible proposal in the time allotted, especially when a major holiday is included in this time period. Will Miami-Dade County Public Schools consider an extension of two or more weeks.

Response: The opening date will be revised to December 21, 2006 at 2:00 pm. An addendum will be issued reflecting the revised date.

51) Question: Which SAP modules/components is MDCPS buying from SAP. Specific areas to address are:

A. Version of SAP and what will it include.

Response: See Appendix B

B. SAP Business Warehouse -- a) will this be phasing Cognos out or should it integrate to Cognos ? b) what will the end users be using?

Response: Proposer is requested to submit their recommendation. Cognos is currently used for both Student Data and Business Data analysis.

C. SAP Portal -- Will this be the only end-user portal, or will it integrate with another main portal currently in place

Response: The District requests that the Proposer supply their recommendation. It should be noted that the District is currently using SharePoint 2007 for its Portal Strategy development.

D. SAP CRM -- Will this be used for HR call center functions?

Response: We currently do not have a HR Call Center. Proposer is requested to submit their recommendation.

E. SAP XI/ Netweaver -- Will this be used for Interface integration?

Response: District requests that the Proposer supply their recommendation.

F. SAP MDM (Master Data Management) -- Will this be used for Conversions?

Response: ITS currently interfaces to many systems, many of which SAP will not interface with. We use data ETL and web services for most interfaces. There is limited real-time mainframe-server and server-mainframe capability for data and execution via port listeners and middleware. There is robust server-server and data transport capability. If SAP CRM, XI, MDM provide ready, simple interface capability to needed systems we are willing to use, however, not at the exclusion of existing methods. ITS always uses a “Best-Fit” approach to interfaces.

G. List any specific SAP tools outside the standard SAP system for technical monitoring and performance management

Response: We do not currently have any tools. The proposer may recommend as part of their solution any tools. Associated costs should be detailed in Section 9. Proposal Cost.

52) Question: Does MDCPS own any other tools they want used for the following, or can we provide what we recommend:

A. Testing and test case development

Response: We do not currently have. The proposer may recommend as part of their solution. Associated costs should be detailed in Section 9. Proposal Cost.

B. Data Conversion and data validation

Response: We currently use a combination of Informatica ETL, mainframe programs, FTP, DTS, scripts, views and stored procedures. A “best-fit” method is determined and implemented for any given functional data requirement based upon source and target location, transformations, etc. The proposer may recommend as part of their solution. Associated costs should be detailed in Section 9. Proposal Cost.

C. User Helpdesk support.

Response: The District is currently utilizing Frontpage HEAT however the proposer may recommend as part of their solution another program. Associated costs should be detailed in Section 9. Proposal Cost.

D. Training development of delivery applications intended to be used in support of this project.

Response: We do not currently have. The proposer may recommend as part of their solution. Associated costs should be detailed in Section 9. Proposal Cost.

53) Question: RFP page 166, Item 23 Payment Terms:

The District is proposing a 25% holdback that is contingent on full system acceptance. This combination will add unnecessary costs to the project preventing the District from achieving the lowest cost with the least risk. Would the District consider balancing this requirement with a lower holdback percentage and releasing the holdback by project phases or major milestones rather than at full system acceptance.

Response: The holdback will be revised to 10%. An addendum will be issued reflecting the revision.

54) Question:

Will the district consider extending the deadline for the RFP responses?

Response: The opening date will be revised to December 21, 2006 at 2:00 pm. An addendum will be issued reflecting the revised date.

55) Question: Of the changes identified to streamline processes and policies, which of the suggested changes are being executed or will be executed prior to full implementation and what is that timeline.

Response: Unknown.

56) Question: Is there a requirement for SSO solution password to comply with the same password policies as the backend applications (i.e. SAP)?

Response: Yes

57) Question: RFP Section 1.1 (Background Information) refers to the completion of a Total Cost of Ownership (TCO) Analysis being completed prior to final approval.

A. Who is responsible for completing this analysis?

Response: Total Cost of Ownership will be completed by the District utilizing the information submitted by the proposer.

B. What criteria must the analysis meet to result in a go-forward decision?

Response: Section 1.8 Evaluation and Selection details the evaluation process.

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Response to Questions – Pre-Proposal Conference and Final

1. Would it be allowed to submit your company as the Prime and as a sub-contractor?

Response: Yes

2. With respect to the minority classification will mwbe status from other agency be accepted.

Response: No, Vendors need to submit applications as indicated in the RFP document to the Division of Business and Assistance for certification as a Miami-Dade County Public Schools MWBE vendor. It is recommended that copies of any certifications already received from other agencies accompany your application. Please submit your application as soon as possible and note on the application envelope *RFP 011-GG04 ERP, MWBE APPLICATION*.

3. Appendix G and H are referred to as posted on the web but they cannot be located.

Response: G is located in the document starting on page 189. Link for H has been corrected. Vendor is also advised that should they experience difficulty opening the link they should copy the link and paste into their browser. <http://procurement.dadeschools.net/ERP/Appendix/index.asp>

4. Page 73, Proposer and/or Sub please clarify if the experience, minimum requirements, are based on the prime or either one.

Response: The proposer AND/OR Subcontractor

5. Section 2.6 refers to Appendix H, Data Conversion Preliminary Estimates. Accessing this document via the link given in the RFP was not possible. Is there another link to this document? How can access be gained to this data?

Response: Link for H has been corrected. Vendor is also advised that should they experience difficulty opening the link they should copy the link and paste into their browser. <http://procurement.dadeschools.net/ERP/Appendix/index.asp>

6. Would it be possible for you to provide source and target system information for each interface listed in appendix F?

Response: Source and target systems were provided when possible and are in the document. In addition to many internal interfaces the District interfaces with many outside agencies as well.

7. What is M-DCPS' Enterprise Content Management Strategy?

Response: Microsoft SharePoint Services

8. I am emailing you in response to the above mentioned solicitation. Can you please provide a list of attendees from the pre-proposal conference? I look forward to your prompt response.

Response: A list of attendees is attached

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Response to Questions – Pre-Proposal Conference and Final

9. Section 1.5.4 states that “if a prospective M/WBE is eligible for, but is not District certified by the deadline for submitting proposals, then Proposers must submit, with their responses, a M/WBE Certification Application (form FM 3920) for each of the non-certified companies. Is this the most accurate information or does each company need to be certified before the proposal due date?

Response: Yes, this is correct. Vendors need to submit applications as indicated in the RFP document to the Division of Business and Assistance for certification as a Miami-Dade County Public Schools MWBE vendor. It is recommended that copies of any certifications already received from other agencies accompany your application. Please submit your application as soon as possible and note on the application envelope *RFP 011-GG04 ERP, MWBE APPLICATION*. If vendor has not been certified prior to submission deadline of the RFP please attach a copy of your application to the RFP submission.

10. Out of the approximately 7,000 staff who will be end users, how many are expected to be transaction processing users vs. just report viewers? Please provide a breakdown of non-instructional employees by department and functional role within each of the three major functional tracks (Finance, Procurement, HR)?

- a. RFP functional area:

Financial Management

- o Accounts Payable
- o Accounts Receivable
- o Business Performance Reporting
- o Capital Planning
- o Cash and Capital Management
- o Grants
- o Financial and Operational Planning (Budget)
- o Fixed Assets
- o General ledger
- o Outlook
- o Procurement Card

Procurement

- o Contract Management
- o Inventory Management
- o Procurement Transactions
- o Sourcing
- o Supply Data Management

Human Resources

- o Benefits Administration
- o Compensation Administration
- o Employment Data Management
- o Exit Management
- o Organizational Effectiveness
- o Payroll
- o Position Management
- o Recruiting and Staffing
- o Time and Attendance
- o Travel and Expense

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Response to Questions – Pre-Proposal Conference and Final

Response: See the following chart

System	Approx. No. of Users
MSA Purchase Requisitions	3744
Receipt of Goods	3129
Inquiry	425
School Base Budget	1433
School Base Budget Inquiry	142
PARS	2881
RSTR	1871
SUBS	2463
PERQ	2778
PERS-PACS Inquiry	3760
Salary Schedule	2427
BAS Header Inquiry	3123
Applicant Inquiry	3285
Personnel Actions	2727
Employee Inquiry	4176
Employee Directory	3965
Para Professional	1237

11. What, if any, are the expected likely barriers to acceptance by leadership and users of the new system?

Response: As stated by Ms. San Pedro during the Pre-Proposal conference, this is an initiative that the District sees as critical. The District is seeking to implement a software solution that will provide district leadership, staff and shareholders the tools necessary to obtain and efficiently analyze data and implement best business practices resulting in a more efficient and effective operation. The RFP seeks responses from vendors in various areas including recommendations on staffing, change management process etc. as it is realized that this will have extensive impact on our organization's operation. Acceptance by ALL stakeholders will be required for successful implementation and through the RFP process we seek the proposers input on how best to achieve this based on your previous experiences during other implementations.

12. Who are the key leaders and stakeholder groups who will drive this initiative?

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Response to Questions – Pre-Proposal Conference and Final

- a. What are the major organizational or “people-related” issues that have challenged past major organizational initiatives?
- b. To what degree have users or others affected been satisfied with the communications and their involvement in these initiatives?

Response: See Response to 11

13. Are there any current union issues that could impact this project’s success?

Response: The District will be working with all Stakeholders in order to achieve a successful implementation.

14. What other on-going initiatives will this project likely compete with for time, resources, or budget?

Response: The following links are provided that will allow the proposer to view the Superintendents Strategic Plan and the IT Blueprint

<http://www.dadeschools.net/superintendent/crew/Sstrategicplan.htm>

<http://itblueprint.dadeschools.net/>

15. Are Miami-Dade County Public Schools (M-DCPS resources identified and available to work collaboratively with the awarded vendors change management team to help design and execute key change and training activities?

Response: Proposers have been asked to supply information with regard to the personnel resources the District should anticipate utilizing during the implementation. Proposer should include sufficient detail with regards to number of personnel, ideal background etc.

16. How has M-DCPS conducted systems related training in the past (e.g., train-the-trainer, web-based, instructor led)? What worked well?

Response: All Training methods have been utilized in the past. Proposer is asked to supply their recommendation based on previous ERP implementations that have resulted in the most success.

17. Does M-DCPS currently have a Learning Management System (LMS) that vendors can leverage (i.e., scheduling, registering, tracking attendance by course and location)?

Response: Yes we have an e-learning system that interfaces with the Staff Development System on the mainframe side

18. What classrooms, video conferencing capabilities, internet connectivity and desktop configurations are available for this effort?

Response: The District has a training facility but space would be limited as it needs to support ongoing District training for other District initiatives such as Gradebook, Student Scheduler, etc. Video Conferencing is currently not an available option. Internet connectivity is available District-wide. The vendor is advised that the desktops in use throughout the District are of various configurations as they have been purchased at various points in time. The proposer should submit as part of any solution

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the minimum configurations required for any training solutions to be implemented.

19. Does M-DCPS have a knowledge management system that can be used to maintain training materials?

Response: No

20. Does M-DCPS have an existing internal dedicated change management or training development group that can be leveraged for this project?

Response: Proposers have been asked to supply information with regard to the personnel resources the District should anticipate utilizing during the implementation. Proposer should include sufficient detail with regards to number of personnel, ideal background etc.

21. What percentage of classroom training vs. virtual computer training does M-DCPS expect?

Response: The District is seeking to have the vendor submit a training solution that will result in a successful implementation based on their previous experience.

Project Management / General

22. Please provide the background and experience of the newly hired project manager. We specifically would like to understand his/her experience around SAP.

Response: The following link is provided to the Districts November 2006 Agenda for Personnel hires.

<http://pdfs.dadeschools.net/Bdarch/2006/Bd112106/agenda/D22rev.pdf>

23. On page 11, Section 1.2.1 of the RFP, it states 30 copies of the proposal be submitted on a jump drive or CD; also, that 30 copies of all Excel attachments be submitted on a jump drive or CD. Does MDCPS want 30 copies on a single CD, or a single copy of each proposal on 30 separate CDs, plus a single copy of each Appendix I on 30 separate CDs, plus a single copy of each Appendix E on 30 separate CDs?

Response: 30 separate CD's or jump drives are to be provided. If all requested documents fit on one CD, jump drive etc please do so. If more than one CD, jump drive, etc. is required to supply the requested document then they should be clearly labeled as CD 1, CD 2 etc and 30 complete sets are to be provided.

24. RFP Section 5.5.2 Security, the second line item states "The list below includes security feature requirements for the implemented system (ERP system, ODS, data warehouse and proposed supplemental software):", however, there is no list available. Please provide the list of security feature requirements you would like to have addressed?

Response: The list below includes security feature requirements for the implemented system (ERP system, ODS, data warehouse, and proposed supplemental software):

- The system shall use a single user sign-on for all modules with security configured for each module (i.e., user to gain access to the database associated with the application without re-entering the user ID and password). The single sign-on capability shall be compatible with the user's operating system sign-on.
- The system shall have the ability to link the user logon ID to his/her employee number or contractor social security number, as well as to the location or group of locations to which the user is assigned.
- The system shall support the use of directory services and authentication mechanisms such as MS Active Directory or LDAP. The system shall support 128-bit SSL encryption between the client browser and the application tier for any or all modules or sub-modules at the discretion of the District.
- The system shall provide encryption capability for certain data transmissions that require security protection.
- The system shall provide the ability to remotely access the system (i.e., outside the District firewall) using Web browser or other internet technology, with security access controls.
- The system shall display the last date and time the user logged onto the system at the time of logon.
- The system shall allow an administrator to suspend all user access when a user is terminated.
- The system shall allow suspension of user access based on a table-driven parameter (i.e., employment status).
- The system shall require users to periodically change their password based on a table-driven time parameter.
- The system shall time out or suspend users after a period of time of being idle and require the user to re-enter their password before continuing.
- The system shall be capable of suspending user access after a District-defined inactivity period (i.e., 90 days).
- The system shall be configurable to set a minimum password length (e.g., eight characters).
- The system shall be configurable to require passwords to contain numbers, alphanumeric characters, or both as determined by the District.
- The system shall be configurable to prevent non-trivial passwords (e.g., repeat characters, keyboard strings).
- The system shall be configurable to require non-dictionary-based passwords.
- The system shall store all passwords encrypted without a means to unencrypt.

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- The system shall record the date and time the last password change occurred.
- The system shall allow an administrator to reset passwords for subsequent change by the user.
- The system shall support using tokens and/or passwords for user login.
- The system should support biometrics and biometrics plus passwords (e.g., fingerprint scan and fingerprint scan plus password).
- The system shall allow an administrator to add and modify user security information using online screens with immediate profile update.
- The system shall record or capture information about each authorized and/or unauthorized access attempt such as: User ID, workstation, date, time, transaction (menu, screen, file, object), and attempted type of access (read, modify, etc.).
- The system shall be configurable to deny user access after a District-defined number of unsuccessful login attempts.
- The system shall allow an administrator to review and report on attempted violations by log file, batch or online.
- The system shall allow an administrator to generate online inquiry and batch reports to review access profiles and types given to the users defined to the system.
- The system shall record and maintain past security profiles (history of security access for an employee) when changes are made to an employee's security profile.
- The system shall assign application access rights across entire suite of applications at a single point of entry.
- The system shall support a decentralized security administration function by component and business unit.
- The system shall control access by level, which will apply to online activities, batch processing, report writer or retrieval software and system utilities, at the following levels:
 - System
 - Database
 - Module
 - Field
 - Inquiry
 - Report
 - Approval
 - Transaction
 - Table
 - Individual
 - Work Unit
 - Group

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- o **Organization**
 - o **Department**
 - o **User Role (e.g., supervisor, data entry, review only) across all functional areas**
 - o **User Site (i.e., location) across all functional areas**
 - o **Position (HR Clerk, Payroll Clerk, Payroll Manager) across all functional areas**
 - o **Period**
- **The system shall support security profiles which can restrict or allow access by:**
 - o **Employee Level**
 - o **Module**
 - o **Field**
 - o **Record**
 - o **Transaction Type**
 - o **Employee Group**
 - o **Standard Report**
 - o **Ad hoc Report**

25. RFP Appendix H, Data Conversion Preliminary Estimates states “Preliminary archiving and data conversion volumes are available as an Excel workbook on the District’s website”, however, this Appendix is not on the web site. Please provide this Excel workbook / appendix.

Response: Link for H has been corrected. Vendor is also advised that should they experience difficulty opening the link they should copy the link and paste into their browser.

<http://procurement.dadeschools.net/ERP/Appendix/index.asp>

26. What does PGM-FTP stand for?

Response: Program = File Transfer Protocol

27. Please define and describe a CLIFF report?

Response: That is a name on an internal report currently created by our financial system.

28. If MDCPS is doing invoice matching? Is it a simple level match or do they need more robust matching capabilities?

Response: M-DCPS intends to utilize and implement the Best Practices of the SAP software with regards to this issue.

29. Is there a need for geographic information?

Response: The District does not understand the intent of this question and needs further information from the proposer in order to address.

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Technical / Solution

30. What is the VACS system? Will the VACS system be replaced with the new SAP general ledger or will it be interfaced?

Response: This is our vocational student system and will not be replaced at this time.

31. Does MDCPS anticipate replacing the ACRS with the SAP cost allocation system?

Response: The District hopes to replace ACRS but we are not sure if it is within SAP's cost allocation system. Additionally, currently Charter Schools employees are kept separately in ACRS because our system cannot handle employees that are not paid by the District.

32. Please define and describe the RACF system.

Response: RACF (Resource Access Control Facility) is an IBM mainframe legacy security application that controls user access to other mainframe applications. It is the mainframe equivalent to Active Directory Services in Windows. The M-DCPS mainframe system is where the HR and Financial applications that will eventually be replaced by the ERP system reside.

33. Regarding all FTPS to and from the mainframe (Tallahassee) – Please describe the purpose of these FTPs. Are they for the State consolidations?

Response: Currently our system must interface with many outside agencies including the Department of Education, Social Security, and our third party healthcare administrator FBMC to name a few. Each interface is listed in appendix F. In most cases if an outside agency is involved an address and contact number was provided.

34. Is address validation a requirement? If so, what volume of addresses would be required to be cleansed? MDPSD's current data tool, Informatica's DQ solution is not certified for Postal Validation or matching within SAP – tools that are US Post certified offer the benefit of a discount for each mailing.

Response: The proposer should advise if this is recommended as part of a successful ERP implementation.

35. How broad is MDCPS current license for Informatica? Does the license cover it to be used for all aspects of the data cleansing process?

Response: Yes, we can ETL all ITS data sources and targets.

36. Does MDCPS need to be able to document, audit and trace changes made to data as a result of cleansing and matching? Can you please provide clarification on the question of what information SAP needs to provide as a subcontractor to the primes as SAP believes that this information has already been provided to M-DPCS.

Response: The proposer should advise as to their recommendation.

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37. Can you please provide clarification on the question of what information SAP needs to provide as a subcontractor to the primes as SAP believes that this information has already been provided to M-DPCS. Refer to Sections 3.2.8 through 3.2.10; Sections 8.1 and 8.4; Section 8.4_Sworn Statement.
- o **Section 3.2.8 - Contract Performance**
If a Proposer or subcontractor has had a contract terminated due to the Proposer's non-performance or poor performance during the past five (5) years, all such incidents must be described, including the other party's name, address and telephone number. If the Proposer has experienced no terminations in the past five (5) years, so indicate.
 - o **3.2.9.1 - Financial Statements**
Provide a copy of the Proposer and subcontractor(s) company's last two year's financial statements. The Proposer must submit a copy for itself and each of its subcontractors of the most recent audited or compiled financial statement, with the name, address and telephone number of a contact in the subcontractor's principal financing or banking organization. The financial statements must have been completed by a Certified Public Accountant.
 - o **Section 3.2.9.2 - Bank Reference**
Provide at least one bank reference
 - o **Section 3.2.9.3 - Proposer and Subcontractor Dun & Bradstreet**
Provide Dun & Bradstreet number
 - o **Section 3.2.10 - Proposer and Subcontractor Contact Information**
Firm and individual contact needed
 - o **Section 3.2.11 - Subcontractor References**
Insert five (5) subcontractor references for each subcontractor, including contact information for similar projects that the subcontractor has completed.
 - o **Section 8.1 - Disclosure of Litigation**
Proposers (and each subcontractor included in the Proposer's Proposal) shall include a complete disclosure of any civil litigation, arbitration or proceeding to which it is a party and which is pending or was concluded within one year from the date of this RFP. See Section 1.7.1, Other Obligations, for further instructions.
 - o **Section 8.4 - Sworn Statement**
Proposer and all sub-contractors shall be compliance with Background Screening Requirements per 1.5.5 Background Screening Requirements. Forms may be accessed at: <http://procurement.dadeschools>

Response: The RFP submission needs to include ALL requested information. Committee selection members will not be expected to review submissions on previous RFP's to find or verify the information requested on this RFP.

38. The wording in the RFP says: The Proposer shall subcontract a minimum of 10% of **their total Integration Services costs**, as displayed in Section 9 and the corresponding Cost Proposal Excel spreadsheet to be filled by **SAP Public Services, Inc. Consulting**. For the Proposed Key Personnel identified in Section 3, 10% of these roles **must be SAP resources and must be dedicated**

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fulltime to the project. The remainder of the SAP Public Services, Inc. project hours must be filled by function and/or technical project team skills. SAP Public Services, Inc. will attend all Steering Committee Meetings with at least one representative. Does this requirement exclude SAP Training Consulting from fulfilling part of this requirement?

Response: Yes, this does exclude SAP Training Consulting from fulfilling this part of the requirement.

39. This email is to request your consideration, for purposes of RFP # 011-GG04 the acceptance of reciprocity for M/WBE Certification for bidders with M/WBE agreements current and in good standing within neighboring Public Sector organizations including but not limited to the Florida Statewide & Inter-Local Certification (M.B.E), Florida Department of Management Services, Office of Supplier Diversity. Bidders may have been certified as Minority Business Enterprise under the provisions of Chapter 287, Florida Statutes and Inter-Local Agreement. UST and other bidders have been certified with the Florida Minority Supplier Development Council, Inc., Orange County Public Schools, and The School Board of Broward County, Florida.

Response: No, the District by Board Rule has its own approval process for MWBE certification. Vendors need to submit applications as indicated in the RFP document to the Division of Business and Assistance for certification as a Miami-Dade County Public Schools MWBE vendor. It is recommended that copies of any certifications already received from other agencies accompany your application. Please submit your application as soon as possible and note on the application envelope *RFP 011-GG04 ERP, MWBE APPLICATION*.

40. SAP Public Services is required to be a subcontractor in all the responses to the M-DCPS Request for Proposal for ERP System Integration Services - RFP No. 011-GG04. Will each response from the prime need to include from SAP the Tier 1 Minimum Qualification Requirements (i.e., A, B, C, D, E, F) ? Please provide clarification.

Response: No

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Sanjay Jansal	U.S.T	248-203-0356		sanjay@ust.net
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Don Seeman	CAA	770-521-7578		don.seeman@caa.org
Joseph A. Gomez	MDP's	305-445-2414		jagomez@mdps.com
Beth Wallace	Apptuity Solutions	407.622.1989		bethwallace@apptuity.com
Jose Aleman	Mexican Partners	805-444-1811		jaleman@mexicanpartners.com
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Joanne Koski	MD CPS	4540		JKOSKI@mdschools.net
KARLA WILKINS	KRONOS	954-375-5337		Kwilkins@kronos.com

NAME	LOCATION/COMPANY	PHONE NUMBER	FAX NUMBER	E-Mail
Cynthia Garcia Lemire PA	School District Accounting	915-4242 995-2661		Cgarcia@cladeschools.net

Major Files Currently Identified for Conversion		
Table / File Name	Table / File Description	Record Count
HR		
T0010.P007WDST	WEEKLY PAYROLL LABOR DISTRIBUTION FILE - CREATED EACH PAYROLL	44,100
T0020.P029WCE	WEEKLY PAYROLL CURRENT EARNING FILE - CREATED EACH PAYROLL	35,375
T0111.IPIF.DLYBKUP	IPIF FILE	20,055
T0111.PADARUN.BKUP	APPLICANT TRACKING SYSTEM (ATS)	37,499
T0121.PBACKUP.AUTHFILE	REQUEST FOR PERSONNEL ACTION (RPA) FILE	13,990
T0121.P33BKUP.ADASUBS	SUBSTITUTE DATA BASE	5,798
T0121.P80RET.BKUP	RETIREMENT FILE	9,870
T0121.P81LEAVE.BKUP	LEAVE OF ABSENCE FILE (MILITARY, MATERNITY, SABAITICAL ETC.)	17,730
T0121.P82TRV.BKUP	IN COUNTY TRAVEL MASTER FILE	30,236
T0136.P33BKUP	EMPLOYEE LEAVE INFORMATION SYSTEM FILE (SICK, VAC,/PERS ETC.)	1,938,592
T0141.P98.PHIST	HISTORICAL RESEARCH FILE	136,571
T0178.P11BKUP.SUMAVAIL	SUMMER SCHOOL FILE	35,661
T0179.P07BKUP.ADASUPPS	SUPPLEMENT FILE	18,700
VCATPRD1.T0131.CL01VAR	RETIREMENT VARIANCES	27,877
VCATPRD1.T0540.CL00PERS	PERSONNEL FILE	174,096
VCATPRD1.T0917.CL11ASGN	PROJECT ACCOUNTING	11,782
VCATPRD2.T0056.CL01ACT	G/L ACCOUNT STRUCTURES	454,879
VCATPRD3.T0015.A1PACA	POSITION CONTROL SYSTEM'S ALTERNATE INDEX FILE	47,498
VCATPRD3.T0015.CL01PAC	POSITION CONTROL FILE	47,540
VCATPRD3.T0106.CL01UWAY	UNITED WAY CAMPAIGN	49,304
VCATPRD3.T0132.CL01TABL	FRINGE BENEFITS CURRENT RATES TABLE	1,681
VCATPRD3.T0132.P1ATBL	FRINGE BENEFITS CURRENT RATES TABLE ALTERNATE INDEX FILE	1,681
VCATPRD3.T0133.CL01SUMM	SUMMER MOCK ROSTER	53
VCATPRD3.T0133.CL01SUMM	SUMMER INQUIRY	57
VCATPRD3.T0134.CL01REV	RETIREMENT EARNINGS FILE	35,782,877
VCATPRD3.T0288.CL01TASK	TASK DIRECTORY	2,381
VCATPRD3.T0288.P1TASKA	TASK DIRECTOR ALTERNATE INDEX FILE	2,381
VCATPRD3.T0302.CL01MASR	COMMON VSAM PERSONNEL FILE	174,096
VCATPRD4.T0026.A1ROUT	TRANSPORTATAION BUS ROUTE FILE	2,312
VCATPRD4.T0026.CL01DED	DEDUCTIONS BY PAY CODES	13
VCATPRD4.T0026.CL01EXTH	PAYROLL ABSENCE REPORTING SYSTEM'S ROUTE EXTRA TIME HISTORY	1,469,022
VCATPRD4.T0026.CL01EXTR	PAYROLL ABSENCE REPORTING SYSTEM'S ROUTE EXTRA TIME FILE	5,404
VCATPRD4.T0026.CL01PTRN	PAYROLL ABSENCE REPORTING SYSTEM'S WRITE-IN TRANSACTION FILE	9,208
VCATPRD4.T0026.CL01RACH	PAYROLL ABSENCE REPORTING SYSTEM'S ROUTE ACTH FILE	2,409
VCATPRD4.T0026.CL01RACT	PAYROLL ABSENCE REPORTING SYSTEM'S ROUTE ACIVE FILE	2,435
VCATPRD4.T0026.CL01RALF	PAYROLL ABSENCE REPORTING SYSTEM'S ROUTE ALPHA FILE	2,321

Table / File Name	Table / File Description	Record Count
HR		
VCATPRD4.T0026.CL01ROST	PAYROLL ROSTER	77,623
VCATPRD4.T0026.CL01ROUT	PAYROLL ABSENCE REPORTING SYSTEM'S ROUTE FILE	2,324
VCATPRD4.T0026.CL01RPLN	RETIRMENT PLANS FILE	5,756,834
VCATPRD4.T0026.CL01SCAN	SCANTRAN TRANSACTIONS	1,236
VCATPRD4.T0026.CL01SUBS	SUBSTITUTE FILE	1,704
VCATPRD4.T0026.CL01TABL	PAYROLL TABLE FILE	627
VCATPRD4.T0026.CL31PAY1	NO CICS	792,927
VCATPRD4.T0026.P1ALTTBL	PAYROLL ALTERNATEA INDEX FILE	627
VCATPRD4.T0052.CL01TLRP	TERMINAL LEAVE RETIREMENT PLAN FILE	72
VCATPRD4.T0056.CL01BASH	CODE DICTIONARY FILE	55,582
VCATPRD4.T0056.CL01SJOB	DOE STATE JOB CODE FILE	1,171
VCATPRD4.T0100.CL01REPT	POSITION CONTROL REPORT FILE	1,034
VCATPRD4.T0100.CL01SCT	PERSONNEL/PAYROLL SECURITY FILE	14,570
VCATPRD4.T0100.CL01VOES	VERIFICATION OF EMPL. PERM	174,014
VCATPRD4.T0100.CL01VOE1	VERIFICATION OF EMPL. TEMP	1
VCATPRD4.T0100.P1ALTVOE	VERIFICATION OF EMPL. ALT.	
VCATPRD4.T0110.CL01CRSE	APPLICANT TRACKING SYSTEM'S COURSE CODE DIRECTORY FILE	2,411
VCATPRD4.T0110.CL01CRS2	APPLICANT TRACKING SYSTEM'S CAT/SUB CATEGORY XREF FILE	968
VCATPRD4.T0110.CL01DIQU	DIVERSITY PERCENTAGES	331
VCATPRD4.T0110.CL01INTV	APPLICANT TRACKING SYSTEM'S PENDING INTERVIEWS FILE	306
VCATPRD4.T0110.CL01ITRN	INSTRUCTIONAL PERSONNEL INTERVIEW FORM TRANSACTION FILE	227
VCATPRD4.T0110.CL01LOC	APPLICANT TRACKING SYSTEM'S LOCATION CODE DIRECTORY	706
VCATPRD4.T0110.CL01TRAN	APPLICANT TRACKING SYSTEM'S TRANSACTIONS FILE	2,035
VCATPRD4.T0110.CL01ZONE	APPLICANT TRACKING SYSTEM'S ZONE CODE DIRECTORY FILE	101
VCATPRD4.T0120.CL01AIDE	TEACHERS AIDES FILE	3,706
VCATPRD4.T0120.CL01AKA	AKA (ALSO KNOWN AS) EMPLOYEE NAME CROSS REFERENCE	30,788
VCATPRD4.T0120.CL01ALPH	ALPHA EMPLOYEE FILE	174,096
VCATPRD4.T0120.CL01DIR	PHONE DIRECTORY FILE	57,024
VCATPRD4.T0120.CL01MAS	PERSONNEL MASTER FILE	5,064,513
VCATPRD4.T0120.CL01PRIN	PRINCIPAL PHONE DIRECTORY	1,976
VCATPRD4.T0120.CL01SCHD	PERSONNEL SCHEDULE FILE	160
VCATPRD4.T0120.CL01SSN	VALID SOCIAL SECURITY NUMBER	206,706
VCATPRD4.T0120.CL01TCHR	TEACHER CERTIFICATION & ACTIVE DOCUMENTATION FILE	14,092
VCATPRD4.T0120.CL01TRAN	PERSONNEL REPORT FILE	10,979
VCATPRD4.T0121.CL01PAID	POP/PEER PAID	1,337
VCATPRD4.T0121.CL01PEER	PEER TEACHER FILE	954
VCATPRD4.T0121.CL01POP	PROF. ORIENTATION PROGRAM	1,340
VCATPRD4.T0121.CL01RATE	PAY RATE HISTORY FILE	2,171,548

Table / File Name	Table / File Description	Record Count
HR		
VCATPRD4.T0121.CL01SUPP	SUPPLEMENT HISTORY	451,976
VCATPRD4.T0130.CL01OIT	INFORMATION TECHNOLOGY SERVICES PHONE FILE	454
VCATPRD4.T0131.CL01AUTG	GARNISHMENT FILE	33,295
VCATPRD4.T0131.CL01AUTO	VOID CHECK SYSTEM	1,004,131
VCATPRD4.T0131.CL01CHEK	ONLINE MANUAL CHECK FILE	83
VCATPRD4.T0131.CL01PAY	ONLINE PAYROLL TRANSACTIONS	8,389
VCATPRD4.T0131.CL01PAY	ONLINE CHECK WRITER-DAILY	1,266
VCATPRD4.T0135.CL01CTRL	SUPPLEMENT CONTROL	448
VCATPRD4.T0135.CL01ELIG	SUPPLEMENT ELIGIBILITY	23,145
VCATPRD4.T0136.CL01ADJ	SALARY ADJUSTMENTS	1
VCATPRD4.T0136.CL01COM	EMPLOYEE LEAVE INFORMATION SYSTEM'S COMMENTS FILE	69
VCATPRD4.T0136.CL01CONT	CONTAGIOUS DISEASE	2
VCATPRD4.T0136.CL01TRAN	EMPLOYEE LEAVE INFORMATION SYSTEM	
VCATPRD4.T0136.SL01S300	SENATE BILL 300 LEAVE COLLECTION FILE	7,671
VCATPRD4.T0137.CL01ACES	AUTOMATED CHARTER SCHOOL EMPLOYEE MASTER FILE	10,605
VCATPRD4.T0137.CL01DOE	AUTOMATED CHARTER SCHOOLS DOE SURVEY COLLECTION FILE	18,595
VCATPRD4.T0137.P1AACES	AUTOMATED CHARTER SCHOOL EMPLOYEE ALAT. BY LOC	10,605
VCATPRD4.T0137.P2AACES	AUTOMATED CHARTER SCHOOL EMPLOYEE ALAT. BY SSN	10,605
VCATPRD4.T0141.CL01CRNP	RECON CHECKS FILE	24
VCATPRD4.T0141.CL01FORM	TEACHER TRANSFER FORMS	23,484
VCATPRD4.T0141.CL01IRS	IRS FILE	1
VCATPRD4.T0141.CL01TRAN	DATA ENTRY TRANSACTIONS	8,350
VCATPRD4.T0155.CL01RESP	TRANSCRIPT RESPONSES	2
VCATPRD4.T0155.CL01TRAN	TRANSCRIPT REQUESTS	3
VCATPRD4.T0156.CL01CNTL	SALARY CONTROL	17
VCATPRD4.T0156.CL01SAL	SALARY SCHEDULE FILE	4,999
VCATPRD4.T0158.CL01FROZ	PT AFSCME FOOD SERVICE EMP	2,733
VCATPRD4.T0158.CL01TABL	FRINGE BENEFITS CURRENT RATES TABLE ALTERNATE INDEX FILE	1,681
VCATPRD4.T0158.P1ATBL	FRINGE BENEFITS CURRENT RATES TABLE ALTERNATE INDEX FILE	1,681
VCATPRD4.T0174.CL01LIFE	OPTIONAL LIFE INS. RATE TABLE	52,704
VCATPRD4.T0183.CL01APPT	AUTOMATED REAPPOINTMENT SYSTEM MASTER FILE	15,500
VCATPRD4.T0183.CL01TRAN	AUTOMATED REAPPOINTMENT SYSTEM'S TRANSACTIONS FILE	3
VCATPRD4.T0183.P1APPT	AUTOMATED REAPPOINTMENT SYSTEM'S ALTERNATE INDEX FILE	15,500
VCATPRD4.T0288.CL02XREF	PRODUCT CONTROL XREF	2,442
VCATPRD4.T0288.P102XREF	PRODUCT CONTROL XREF ALTERNATE INDEX FILE	2,441
VCATPRD4.T0302.CL01BASH	CODE DICTIONARY FILE USED BY OTHER TEAMS	749
VCATPRD4.T0917.CLTMSHTS	TIME SHEETS	14,610
T1806.LOAD.F61025	DOE DEMOGRAPHIC FILE	48,552

Table / File Name	Table / File Description	Record Count
HR		
T1806.LOAD.F61026	DOE EXPERIENCE FILE	83,000
T1806.LOAD.F61028	DOE PAYROLL FILE	54,468
T1806.LOAD.F61030	DOE SALARY SUPPLEMENT FILE	28,000
T1806.LOAD.F61031	DOE FRINGE BENEFITS FILE	407,000
T1806.LOAD.F63313	DOE FISCAL YEAR SALARY FILE	75,052
T1806.LOAD.F63318	DOE FISCAL YEAR BENEFITS FILE	53,652
T0060.P011UM	PERSONNEL UNIT MASTER FILE	174,575
Finance / Procurement		
VCATPRD3.T2260.CLPFM910	Purchasing Alternate Search File	5,188,079
VCATPRD3.T2260.CLPFM200	Requisition Master	1,263,076
VCATPRD3.T2260.CLPFH200	Requisition History – GEAC	8,108,887
VCATPRD4.T2260.CLPSH200	Requisition History – DCPS	12,149,350
VCATPRD3.T2260.CLPFM100	Purchase Order Master	514,508
VCATPRD3.T2260.CLPFH100	P.O. History – GEAC	5,617,328
VCATPRD4.T2260.CLPSH100	P.O. History – DCPS	7,591,855
VCATPRD3.T2260.CLCFM100	Policy Master	5,790
VCATPRD3.T2260.CLCFM200	Vendor File	169,745
VCATPRD3.T2260.CLCFM300	Item Master	506,911
VCATPRD3.T2260.CLCFM910	Common Component Alternate. Search	95,787
VCATPRD3.T2260.CLCFM920	Literal File	3,975
VCATPRD4.T2262.CLSUS	Suspense File	5,000
VCATPRD3.T2262.CLETF	Suspense Transaction Corrections	5,000
VCATPRD3.T2262.CLBFBMBCD	Budgetary Control Document File	3,515,759
VCATPRD3.T2262.CLBFBMBCT	Budgetary Control Transaction File	42,844
VCATPRD3.T2262.CLFFMARF	Accounting Rule File	8,926
VCATPRD3.T2262.CLBFM DAT	Online Data Control (Recovery)	83,279
VCATPRD3.T2262.CLBFBMPOL	Budgetary Control Policy	12
VCATPRD3.T2262.CLBFMAFF	Available Funds File	1,266,661
VCATPRD3.T2263.CLGMP11	General Ledger Master	6,965,306
VCATPRD3.T2263.CLT M700	Custom Control File (TM700)	427,405
VCATPRD3.T2264.CLAPDOC	AP Document File	
VCATPRD3.T2264.CLA FM102	Accounts Payable	25,171
VCATPRD3.T2264.CLA FM104	Payment/distribution	25,172
VCATPRD3.T2264.CLA FM105	Invoice Line	54,459
VCATPRD3.T2264.CLA FM106	Invoice Payment & Dist.	2,744
VCATPRD4.T2264. CLAPH100	Invoice History File	6,318,368
VCATPRD3.T2264.CLA FM200	Reconciliation File	329,644
VCATPRD3.T2264.CLA FM400	Payment Register file	1

Table / File Name	Table / File Description	Record Count
HR		
VCATPRD3.T2264.CLAFM910	AP Alternate Search File	185,687
VCATPRD3.T2264.CLAFL999	Audit File	6,507
VCATPRD3.T2216.CLIFM100	Internal Funds Master	389,280
VCATPRD3.T2216.CLIFRPRT	Internal Funds Reports	888,540
VCATPRD3.T2216.CLIFR100	Internal Funds Recovery/Audit Trail	2,577
VCATPRD3.T2216.CLIFOSSN	Internal Funds Game Officials W9	912
VCATPRD3.T2216.CLIFEVNT	Internal Funds Game Officials Event	2,801
VCATPRD3.T2216.CLIFOPAY	Internal Funds Game Officials Pmt	6,172
VCATPRD3.T2262.CLGRANTS	Grant Project File	2,000
VCATPRD3.T2268.CLPRJVAL	Project Tracking Validation	10,689
Treasury Workstation	Treasury Workstation	
ACCOUNT	Chart of Accounts	705
ACCOUNT_ALLOCATION	Chart of Accounts Allocations	61,371
ACCOUNT_TYPES	Account Types	20
AUDIT_DETAIL	Audit Trail Details	138,171,244
AUDIT_MASTER	Audit Trail Master Records	197,483
BALANCES	Account Balances	855,875
CF_CLIENT_FORECAST	Cash Forecast	144
CF_OPENING_BALANCES	Cash Forecast	59
CF_TRAN_TEMP	Cash Forecast	2,902
CF_TRANSACTIONS	Cash Forecast	591
COMPANY_INFO	Company ID	2
CURRENCY_TYPES	Available Currency Types	161
DB_STATUS	Data Base Status	4
DESC_TYPES	Transaction description types	233
DIVISION_TYPES	Division Types (companies)	4
EARNINGS_COST	Investments Earning Costs	2,471
FCAST_TRANS_CTRL	Forecast Transaction Control Numbers	66,136
FileLayouts	File Layouts	68
FORECAST	Forecast Records	284,186
FORECAST_ALLOC	Forecast Allocation	15,944
FOREIGN_KEYS	Not Applicable	214
FormatCodes	Format Codes	2
GL_TYPES	General Ledger Account Types	1,393
HOLIDAY_DATES	Active Calendar	417
HOLIDAY_TYPES	Types of Holidays	6
ICMS_AUTODIAL_LOG	Automated Bank Dialing Log	3,648
ICMS_BUS_ROLES	Business Roles	67

Table / File Name	Table / File Description	Record Count
HR		
ICMS_CHG_HIST	Change History Log	131,304
ICMS_CHG_HIST_ROW	Change History Log	150,889
ICMS_CHG_HIST_VAL	Change History Log	2,158,989
ICMS_CODE_GROUPS	Code Groups	3,078
ICMS_DBACCESS	Data Base Access	1
ICMS_DEFAULTS	Controls	369
ICMS_DETAIL_CTRL	Controls	4
ICMS_DETAIL_TYPES	Controls	45
ICMS_DIV_RIGHTS	Controls	12
ICMS_DUAL_CHG_HIST	Controls	4,605
ICMS_DUAL_CHG_HIST_DETAIL	Controls	22,819
ICMS_FORM_RIGHTS	Controls	397
ICMS_INSTR_TYPES	Controls	11
ICMS_KEYS	Controls	36
ICMS_LOCK	Controls	206
ICMS_MACRO_STEPS	Macros steps	95
ICMS_MACROS	Macros steps	42
ICMS_PROPERTIES	Security	5
ICMS_PWORD_HIST	Security	184
ICMS_ROLE_TYPES	Security	17
ICMS_SEC_LOG	Security	16,405
ICMS_SEC_LOGIN	Security	8
ICMS_SEC_USERS	Security	28
ICMS_SECURITY	Security	1
ICMS_SYSTEM_TYPES	Security	55
ICMS_TABLE_INFO	Security	13
ICMS_TABLE_RIGHTS	Security	347
IHB_ACCOUNT	In House Bank Accounts	517
IMPORT_DETAIL	Import Types	4
IMPORT_MEMO	Import Types	3
INSTITUTIONS	Investments and Banking Institutions	119
INSTRUMENT_DETAIL	Investments and Debt Instruments	18,230
INSTRUMENT_TYPES	Investments and Debt Instruments	23
INSTRUMENTS	Investments and Debt Instruments	2,020
INTEREST_RATE	Investments and Debt Instruments	1
MASTER_DETAIL	Investments and Debt Instruments	104
PORTFOLIOS	Investments and Debt Instruments	91
PRIMARY_KEYS	Primary Keys	116

Table / File Name HR	Table / File Description	Record Count
QUICKCODES	Available Quickcodes Transactions	2,072
QUICKCODES_DETAIL	Available Quickcodes Details	647
RATE_TYPES	Investments and Debt Instruments	6
RATINGS	Investments and Debt Instruments	35
SpecialFormats	Investments and Debt Instruments	3
SUB_TYPES	Investments and Debt Instruments	1,056
TRANSACTIONS	Investments and Debt Instruments	522,115
TRANSFERS	Investments and Debt Instruments	1,701
USER_DETAIL_TYPES	Investments and Debt Instruments	27