



CherryRoad[®]
technologies

CherryRoad Technologies Inc.

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**Proposal for an Enterprise Financial Solution for the State of Hawaii,
Department of Accounting and General Services, Office of Enterprise
Technology Services**

Solicitation #RFP-ERP-2020

February 9, 2021

Original

ATTACHMENT
Offeror Transmittal Letter
An Enterprise Financial Solution
RFP-ERP-2020

Todd Omura
Office of Enterprise Technology Services, State of Hawaii
1151 Punchbowl Street, Room B10
Honolulu, Hawaii 96813

Dear Mr. Omura:

The undersigned has carefully read and understands the terms and conditions specified in this RFP and hereby submits the following Proposal. The undersigned further understands and agrees that by submitting this Proposal 1) Offeror is declaring this Proposal is not in violation of Chapter 84, Hawaii Revised Statutes, concerning prohibited State contracts, and 2) Offeror is certifying that the price(s) submitted was (were) independently arrived at without collusion.

Offeror is a:

Sole Proprietor Partnership *Corporation Joint Venture
 Other _____
*State of incorporation: FL

Hawaii General Excise Tax License I.D. No. GE-070-914-0480-01
Social Security No. or Federal I.D. No. 20-5084389

Payment address
(other than street address below): _____
City, State, Zip Code: _____

Business address (street address): 6 Upper Pond Road, 2nd Floor
City, State, Zip Code: Parsippany, NJ 07054

Respectfully submitted:

02/08/2021
Date
973-541-4278
Telephone No.
973-402-7808
Fax No.
JGulban@cherryroad.com
E-mail Address

(x) 
Authorized (Original/Digital E-Signature) Signature
Jeremy Gulban, Chief Executive Officer
Name and Title (Please Type or Print)
CherryRoad Technologies Inc.
** Exact Legal Name of Company (Offeror)

**If Offeror is a "dba" or a "division" of a corporation, furnish the exact legal name of the corporation under which the awarded contract will be executed:

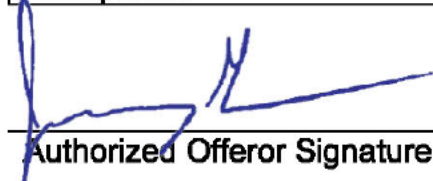
RFP-ERP-2020

Attachment Offeror Checklist

Offeror must address ALL sections and attachments and provide the information and documentation as required in the table below.

Description	Reference in RFP	Completed
Offeror Transmittal Letter	Attachment to Exhibit 1, Offeror Transmittal Letter	<input checked="" type="checkbox"/>
Table of Contents		<input checked="" type="checkbox"/>
Evaluation Criteria 1: Client References	Attachment to Exhibit 1, Offeror Form OF-1	<input checked="" type="checkbox"/>
A List of Exceptions to Terms	Attachment to Exhibit 1, Offeror Form OF-2	<input checked="" type="checkbox"/>
Identification of Confidential Information, if applicable	Attachment to Exhibit 1, Offeror Form OF-3 RFP Document Section 1.23	<input checked="" type="checkbox"/>
Evaluation Criteria 1: Offeror Qualifications Offeror Background and Experience	RFP Document Section 6	<input checked="" type="checkbox"/>
Evaluation Criteria 1: Offeror Qualifications Financials	RFP Document Section 6	<input checked="" type="checkbox"/>
Evaluation Criteria 2: Project Organization and Staffing Staffing Plans	RFP Document Section 6 and Appendix K	<input checked="" type="checkbox"/>
Evaluation Criteria 2: Project Organization and Staffing Project Team	RFP Document Section 6 and Appendix K	<input checked="" type="checkbox"/>
Evaluation Criteria 2: Project Organization and Staffing Staff Experience and References	RFP Document Section 6 and Appendix K	<input checked="" type="checkbox"/>
Evaluation Criteria 3: Business Solution – Functional Requirements Core Phase Requirements	RFP Document Section 6 and Appendix A-1	<input checked="" type="checkbox"/>
Evaluation Criteria 3: Business Solution – Functional Requirements Expansion Phase Requirements	RFP Document Section 6 and Appendix A-2	<input checked="" type="checkbox"/>
Evaluation Criteria 3: Business Solution – Functional Requirements Optional Phase Requirements	RFP Document Section 6 and Appendix B	<input checked="" type="checkbox"/>
Evaluation Criteria 4: Business Solution – Technical Requirements Technical Architecture	RFP Document Section 6 and Appendix C	<input checked="" type="checkbox"/>
Evaluation Criteria 4: Business Solution	RFP Document Section 6 and Appendix C	<input checked="" type="checkbox"/>

– Technical Requirements Solution Architecture		
Evaluation Criteria 4: Business Solution – Technical Requirements Solution Technology	RFP Document Section 6 and Appendix C	<input checked="" type="checkbox"/>
Evaluation Criteria 5: Business Solution – Implementation Requirements Implementation Plans included with offer	RFP Document Section 6 and Appendix D	<input checked="" type="checkbox"/>
Evaluation Criteria 5: Business Solution – Implementation Requirements Work Plan and Schedule	RFP Document Section 6 and Appendix D	<input checked="" type="checkbox"/>
Evaluation Criteria 6: Business Solution – Ongoing Services Hosting Services	RFP Document Section 6 and Appendix E	<input checked="" type="checkbox"/>
Evaluation Criteria 6: Business Solution – Ongoing Services Maintenance and Operations Services	RFP Document Section 6 and Appendix E	<input checked="" type="checkbox"/>
Evaluation Criteria 6: Business Solution – Ongoing Services Business Process Outsourcing Services	RFP Document Section 6 and Appendix E	<input checked="" type="checkbox"/>
Evaluation Criteria 6: Business Solution – Ongoing Services Project Team Facility Requirements	RFP Document Section 6 and Appendix E	<input checked="" type="checkbox"/>
Evaluation Criteria 6: Business Solution – Ongoing Services Service Level Agreement Requirements	RFP Document Section 6 and Appendix F	<input checked="" type="checkbox"/>
Evaluation Criteria 7: Price Price Proposal	RFP Document Section 6 and Appendix L	<input checked="" type="checkbox"/>
Certification – As Applicable	RFP Document Section 1.21 and 1.22	<input checked="" type="checkbox"/>
Offeror Checklist – submittal of this checklist with all items checked “completed.”	Attachment to Exhibit 1, Offeror Checklist	<input checked="" type="checkbox"/>



Authorized Offeror Signature



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Evaluation Criteria 1: Offeror Qualifications

Client References

Information for each of the following references is provided as a separate file labeled, "RFP-ERP-2020_CherryRoad_2a Reference Forms.pdf" and included as an insert at the end of this document. Form 2b was sent to each reference with the request that the form be completed and returned directly to the State.

CherryRoad Technologies Inc.	<ul style="list-style-type: none"> • State of Hawaii • Charlotte-Mecklenburg Schools, NC • Sonoma County, CA
Graviton Consulting Services	<ul style="list-style-type: none"> • County of Mariposa, CA • County of San Joaquin, CA • FI\$Cal (State of California)
Hoike Networks, Inc. dba Pacxa	<ul style="list-style-type: none"> • State of Hawaii, Dept of Accounting & General Services • State of Hawaii, Dept of Transportation – Airports (Warehouse) • State of Hawaii, Dept of Transportation – Airports (Fiscal) • Employees' Retirement System of the State of Hawaii

Offeror Qualifications, Financials

<i>Company Year-End Financial Statements for the past 3 years of operation</i>	Our audited financial statement is provided as a separate file and is to be treated as confidential.
<i>Company Financial ratios:</i>	
<i>o Solvency: (Net Income + Depreciation) + (Short-Term Liabilities + Long-Term Liabilities)</i>	$(\$287k + \$1.772m) + (\$31.639m + \$2.196) = \$33.547m$
<i>o Current: Current Assets + Current Liabilities</i>	$(\$39.426m) + (\$31.639) = \$71.066m$
<i>o Total Debt/Equity: Total Debt+ Total Equity</i>	$(\$33.835m) / (\$13.569m) = 2.49\%$
<i>o Total Debt/Total Assets: Total Debt+ Total Assets</i>	$(\$33.835m) / (\$47.404m) = 0.71\%$
<i>Offeror shall describe all current or past involvement in litigation or legal disputes.</i>	CherryRoad does not have any current or past involvement in litigation or legal disputes relating to performance of services

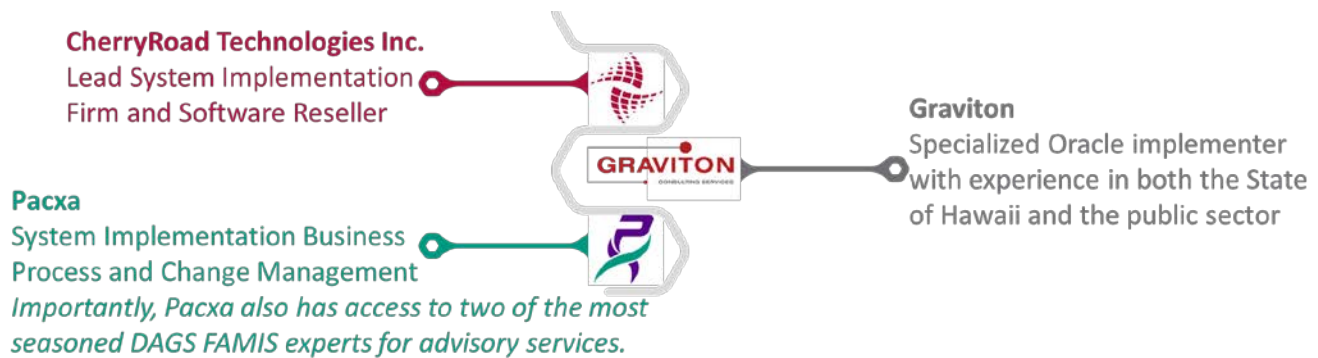


Evaluation Criteria 1: Offeror Qualifications, Offeror Background and Experience

Executive Summary

CherryRoad and Oracle are excited about the opportunity to partner with the State of Hawaii to help secure your future. We are pleased to present a complete, clear response that meets your seven criteria evaluation requirements, but also supports our collective vision for the State to transform the legacy ERP to a single modern cloud platform. CherryRoad and Oracle look forward to working with you to expand this relationship – **built for excellence, built for innovation, and built on partnership.**

As part of the CherryRoad proposal, we have built an implementation services team that will enable the excellence, innovation, and partnership. Below are the CherryRoad team members:



Throughout this proposal, we will demonstrate and detail how we meet and exceed the primary evaluation criteria laid out in the RFP as follows:

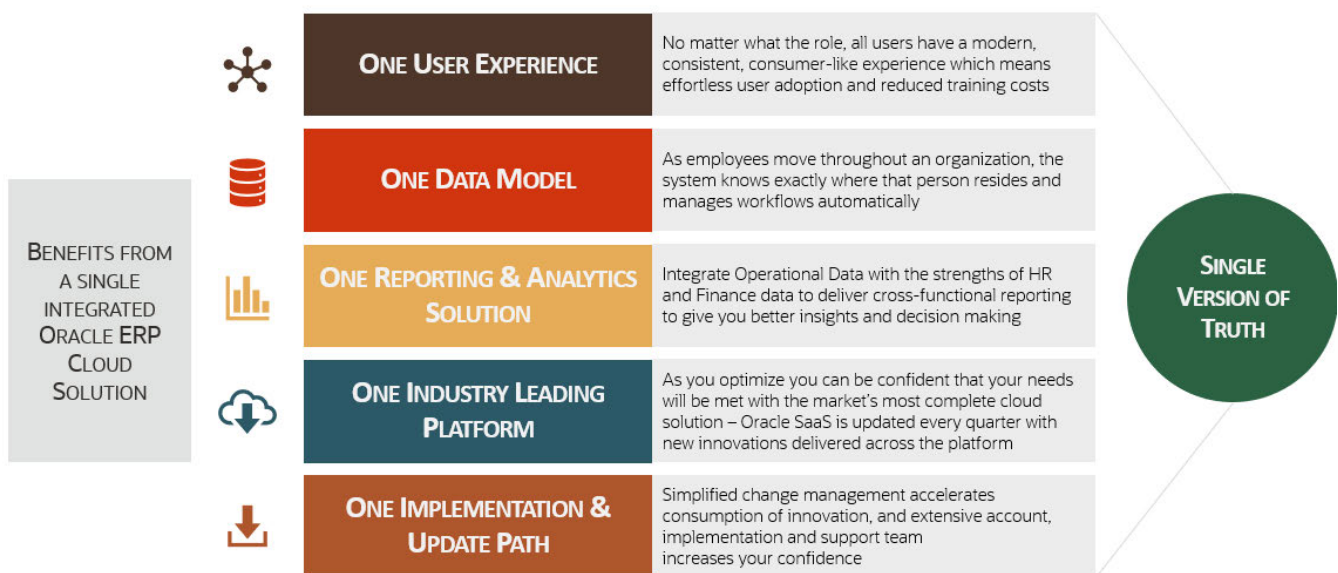
- Meeting the first criteria, this response will detail the deep background, references, and financial strength and stability of the CherryRoad and Oracle Team.
- Secondly, we will walk you through the proposed team, staffing, and experience that you have grown accustomed to working with.
- Next, the State will see a deep functional fit across all the proposed software. This will meet the State's initial requirements and provide the platform to work in partnership with us on further enhancements and functionality to meet the State's unique needs.
- The Technical Requirements also enjoy a very high degree of fit. In this section, we will describe the end-to-end modern, complete, and secure platform that can only be engineered and provided by Oracle.



- We will then introduce you to our detailed implementation services, approach, plan, and scheduling in detail. This plan is risk mitigated, follows the State's RFP, and enables our implementation approach methodology.
- We will then describe for you how ongoing maintenance and operational updates will be performed. We have included in our proposal, application, and technical support for the State's phased deployment strategy. This support is led by our Service Delivery Manager who is responsible for the overall delivery of support for the State.
- Finally, we feel the final section outlining cost will be balanced and competitive and compliment the overall proposal.

CherryRoad and Oracle have gained unique insights working in Hawaii for over a decade together. We understand the need to enable DAGS to completely modernize the user experience on a single complete platform – One Unified DAGS. Using a consistent set of applications on a single cloud platform, best practices are built into applications that can incorporate artificial intelligence and machine learning to further the user experience that is **built for excellence**. This complete, consistent, secure platform enables users across the State to gain dramatic efficiencies in their daily use of the applications.

For more than three decades, the State of Hawaii has maintained and adapted technology to respond to ever evolving needs. Over time, the cost of maintaining these systems increases while your ability to respond to the needs of the state decreases. The next chapter must be **built for innovation** with State utilizing staff in different and more creative ways, instead of maintaining old systems – driving productivity and innovation in a new Oracle Cloud-based system. The Oracle Cloud is the only complete Software as a Service (SaaS) Platform with Oracle spending over six billion dollars annually on Research and Development.





The Technical Architecture, the Solution Architecture, and Solution Technology are all engineered to work together to allow you to innovate and drive efficiencies while CherryRoad and Oracle work in partnership with you to run a predictable, accountable, future-proofed, functionally rich, analytics rich environment for many years to come.

CherryRoad and Oracle have continued to build and expand our partnership with the State of Hawaii over the last ten years. This ERP modernization effort will require that we be built for partnership to achieve our goals. The applications detailed in this proposal have been evaluated by Gartner as the leader in Enterprise Resource Planning (Financials), Enterprise Performance Management (Planning & Budgeting), and Supply Chain Management.

INDUSTRY LEADING – 40+ Cloud Leader Rankings in 2019



The Cloud Era in State Government is still just beginning. With modern, complete, secure, market-leading solutions, Oracle and CherryRoad are at the forefront of our industry, uniquely positioned in a dynamic and changing time. As we have collectively demonstrated to you, the CherryRoad and Oracle team is working hard together to extend our reach to you with more on-island resources and an ever-expanding capacity with island-based partners.

Over the past few years leading up to this RFP, we have had the opportunity to understand your vision for a holistic solution that will drive efficiency and effectiveness across the State. The Oracle Cloud is designed to help the State shift your focus to from maintaining your legacy systems to empowering your workforce to better serve the State. The table below reflects many of your stated goals:

CURRENT CHALLENGES FACING HAWAII	SHARED VISION AND GOALS
<i>Shift from Legacy platforms and processes to a modern experience delivered across Hawaii</i>	
Compliance and security risks heightened through unsupported and outdated systems.	→ Protect your mission critical applications in a world-class cloud data center and reduce compliance risk with advanced controls.



CURRENT CHALLENGES FACING HAWAII	SHARED VISION AND GOALS
Rate of innovation constrained by legacy systems that limits IT agility, capacity, and improvements.	→ Time spent driving process efficiencies and innovation for the greatest business benefit to the state.
Employee experience diminished by disconnected and outdated core financial applications.	→ Improve productivity through uniquely personalized user experience and best practice workflows cutting down on paper.
Duplicate and manual processes drive down productivity and impact user experience.	→ Deliver consistent policies and processes across the enterprise with enhanced user experience to self-driving business transactions.
Disruptive events combined with older systems prevents Hawaii from acting promptly with accurate information.	→ Partner to ensure a value-added relationship through implementation, ongoing operation, and support.
Hard to attract talent and properly train on antiquated solutions.	→ Effectively train staff and attract new staff with modern, complete, secure industry leading cloud applications.
Quick decision making obstructed by limited insights across all State agencies.	→ Eliminate siloed data with the single platform so users have the right data at the right time to make the right decision.

It is with this understanding that we feel confident in proposing the Oracle ERP Cloud to support the goals and objectives identified in this RFP.

Why Do Governments Across the U.S. Choose CherryRoad?

CherryRoad has a special and long-standing relationship with Oracle, has experience with numerous other government implementations, and a corporate focus on the public sector. We have been implementing and optimizing Oracle solutions since 1992 and our proven expertise spans more implementations in the public sector than any other Oracle partner. CherryRoad is the perfect fit for the State. **Oracle is all we do!** In addition, we have implemented Oracle for numerous organizations with project budgets in excess of \$100 million.

CherryRoad is Oracle’s largest Oracle Cloud Public Sector partner. CherryRoad has led more Oracle Cloud public sector projects than any other partner. With this experience, CherryRoad was awarded Oracle’s **Public Sector Innovation Partner of the Year** for two years in a row. In addition, CherryRoad was recently awarded **Oracle’s Fiscal Year MVP Award for State and Local Cloud Applications**. CherryRoad has more than 350 consulting professionals delivering Oracle Cloud solutions for public sector entities like the State of Hawaii. CherryRoad has led the Oracle Cloud projects for the following public sector customers:



CherryRoad Oracle Cloud Public Sector Customers

- | | |
|---|--|
| <ul style="list-style-type: none"> • Cabarrus County Schools, NC • Charlotte-Mecklenburg Schools, NC • City and County of Broomfield, CO • City of Aspen, CO • City of Boca Raton, FL • City of Redwood City, CA • City of Roseville, CA • City of San Jose, CA • Clark County School District, NV • Cleveland County Schools, NC • DuPage County, IL • Gaston County Schools, NC • Harnett County Schools, NC • Jacksonville Electric Authority, FL • Kern County, CA | <ul style="list-style-type: none"> • Lake Havasu City, AZ • Missouri State Employee Retirement System • Orange County, NY • Public School Retirement System of Missouri • School District of Philadelphia, PA • State of Arkansas Department of Transportation • State of Hawaii Department of Education • State of Illinois Department of Transportation • State of North Dakota • St. Croix County, WI • Town of Hempstead, NY • Volusia County Schools, FL • Washington County, MD • Wayne County, MI |
|---|--|

Oracle Cloud Implementations

CherryRoad is recognized as the industry leader in public sector Oracle Cloud implementations. We offer the State specialized public sector implementation expertise and the knowledge of our staff who have previously and successfully implemented major ERP systems within public sector organizations, such as the Town of Hempstead, NY and the City of Roseville, CA. In addition to those public sector projects, CherryRoad has Oracle Cloud projects at Redwood City, CA; St. Croix County, WI; and Washington County, MD.

CherryRoad brings the State knowledge, experience, and lessons learned turned into best practices. Our experience brings the best practices for implementing enterprise software for small to large-sized public sector organizations. Oracle ERP is all we do.

<p>35+ YEARS implementation and upgrade experience</p>	<p>30 STATES</p>	<p>43 COUNTIES</p>
<p>95% of our business is in the public sector</p> <p>1,000+ Projects</p>	<p>58 CITIES</p> <p>23 TRANSIT AUTHORITIES</p>	<p>31 K-12 SCHOOL DISTRICTS</p>



Oracle Statewide Implementations

One of the most important decisions for the State is to select the right System Integrator (SI). The SI will lead the State through the project and ensure the desired results are achieved. There is no other team that will bring more recent and relevant experience to the State than CherryRoad.

Our team brings Oracle best business practices that have been thoroughly vetted at numerous statewide implementations. The chart below represents CherryRoad's unparalleled statewide experience implementing Oracle. **This is another important component that will minimize the Oracle implementation for the State.**

CLIENT	STATEWIDE ORACLE ENGAGEMENT	MULTI-DEPARTMENT ROLLOUT	PRIME VENDOR	PROJECT BUDGET OVER \$20M	ORACLE TOOLSETS USED
State of California	✓	✓	✓	✓	
State of Connecticut	✓	✓	✓	✓	✓
State of Delaware	✓	✓	✓	✓	✓
State of Georgia	✓	✓	✓	✓	✓
State of Hawaii	✓	✓	✓	✓	✓
State of Indiana	✓	✓	✓	✓	✓
State of Minnesota	✓	✓	✓	✓	✓
State of Montana	✓	✓	✓		✓
State of New Mexico	✓	✓	✓	✓	✓
State of North Dakota	✓	✓	✓	✓	✓
State of Ohio	✓	✓	✓		✓
State of Oklahoma	✓	✓	✓	✓	✓
State of Pennsylvania	✓		✓	✓	✓
State of Tennessee	✓	✓	✓	✓	✓
State of Vermont	✓	✓	✓		✓

History of Working with Large Organizations

The State of Hawaii is a large organization with complex business rules. The State will require a partner that has worked with other large, public sector organizations for Oracle ERP implementations. CherryRoad is that partner as we specialize in working with those customers. Below are just some of the large, public sector customers where we have completed ERP implementations.

ID	CLIENT	OPERATING BUDGET	NUMBER OF EMPLOYEES
1	Fox Entertainment Group, Inc.	\$13.2B	105,000
2	Riverside County, CA	\$4.8B	17,000



ID	CLIENT	OPERATING BUDGET	NUMBER OF EMPLOYEES
3	San Diego County Office of Education, CA	\$4.1B	72,000
4	State of Connecticut	\$40.5B	56,000
5	State of North Dakota	\$13.7B	11,000
6	State of Tennessee	\$30.1B	46,000
7	State of Hawaii	\$2.1B	65,000 paid
8	Clark County School District, NV	\$2.4B	35,000
9	School District of Philadelphia, PA	\$3.0B	18,000
10	Charlotte Mecklenburg School District, NC	\$1.7B	18,000
11	State of Minnesota	\$38.2B	34,000
12	City of Seattle, WA	\$6.6B	10,000

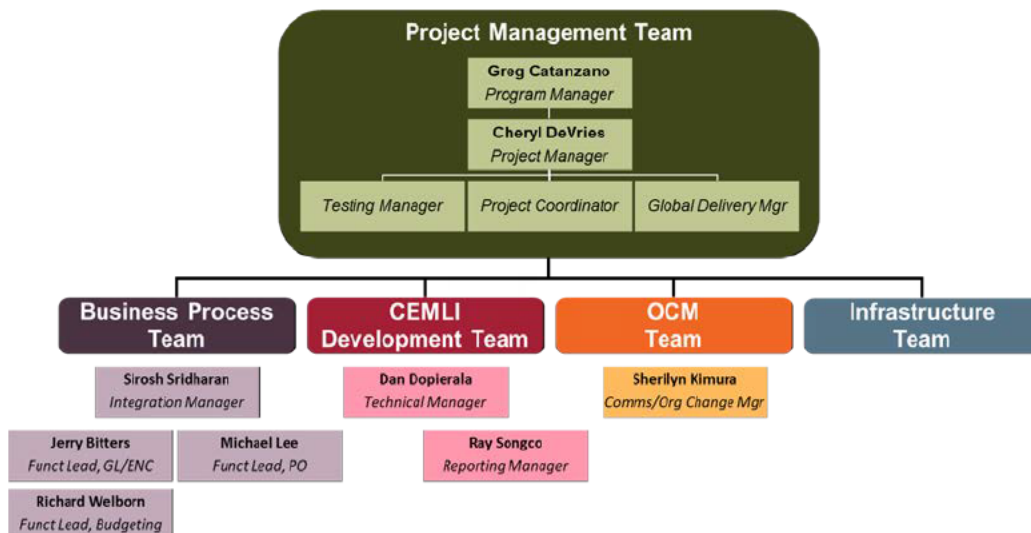
Strong Hawaii Oracle Ecosystem and Honolulu Office

A major component of the work during the Finance project will be integration to/from ancillary systems. CherryRoad has gained a great amount of familiarity with these systems through our DAGS Payroll engagement and our HODOE Oracle Cloud implementation. Both of those projects give CherryRoad and Oracle Cloud a large jump start on the integrations.

CherryRoad also has office space located within one-half mile of 1151 Punchbowl. This office space can be utilized for the project if needed.

CherryRoad Resources

CherryRoad is proposing a highly skilled team of public sector ERP implementation specialists with many years of government experience. Below are the lead positions from the CherryRoad team. Resumes are provided in Attachment 4 and Attachment 5 in Microsoft Word and PDF format.





ROLE/RESOURCE	QUALIFICATIONS SUMMARY
CherryRoad Technologies Inc.	
<p>Project Manager</p> <p>Cheryl DeVries, MBA, PgMP</p>	<ul style="list-style-type: none"> • More than 20 years of experience in managing and implementing IT business and system modernization programs. • Certified Program Management Professional (PgMP); Project Management Institute (PMI) – 2011. • Proven ability to identify, analyze and provide high-end technology solutions through expertise in on-premises and cloud business and technical platforms. • Expertise includes Oracle Cloud Fusion – HCM, ERP, EPM; Oracle R12i, PeopleSoft HRMS, SaaS (ServiceNow, BOX), Momentum Financials, Momentum Planning and Budgeting. • Executive Leadership Training; Yale University School of Management/BearingPoint – 2009 • Recent projects include Missouri Public School and Education Employee Retirement Systems (PSRS/PEERS); Wayne County, MI; and Missouri State Employees' Retirement System (MOSERS).
<p>Functional Lead</p> <p>Jerry Bitters, CIA</p>	<ul style="list-style-type: none"> • Oracle Project Portfolio Management Cloud Certified Implementation Specialist. • Oracle Applications Cloud Operations Implementation Specialist. • PeopleSoft General Ledger Consultant Certified Expert. • Certified Internal Auditor (CIA). • Has led Financials implementations for several large projects. • Recent projects include City of Boca Raton, FL; Volusia County Schools, FL; City of Redwood City, CA; and Missouri State Employees' Retirement System (MOSERS).
<p>Functional Lead</p> <p>Michael Lee</p>	<ul style="list-style-type: none"> • Oracle Procurement Cloud Certified Implementation Specialist. • More than 25 years of experience as an Oracle professional. • Expertise in Oracle Financials, OBIEE, Fusion Cloud, SCM, and much more. • Extensive training in all Oracle applications. • Recent projects include Guilford County Schools, NC; Arkansas Department of Transportation (ARDOT); Volusia County Schools, FL; City of Aspen, CO; and Presbyterian Medical Services.
<p>Technical Manager</p> <p>Daniel Dopierala, PMP</p>	<ul style="list-style-type: none"> • More than 20 years of public sector experience. • Certified Project Management Professional (PMP #1458157). • 20 years of experience as a PeopleSoft ERP professional. • Extensively trained Technical Specialist with more than 20 years of public sector experience. • Certified in Oracle PeopleSoft PeopleTools and Technology. • Extensive knowledge of all Oracle PeopleSoft HR modules. • Recent projects include State of Hawaii; State of Minnesota; City of El Paso, TX; State of Oklahoma; and State of Tennessee.



ROLE/RESOURCE	QUALIFICATIONS SUMMARY
<p>Reporting Manager Raymond Songco, MBA</p>	<ul style="list-style-type: none"> • Extensive experience working on multiple implementations and upgrades as Project Manager, System Architect, and Technical Lead. • IT MBA with 30 years of experience crafting Data Center strategies, architecting mission-critical enterprise infrastructures, managing large-scale implementation projects, and formulating technology strategy. • Provides expertise in determining technical implications and strategies around business process change. • System Architect responsible for end-to-end Oracle infrastructure design and implementation. • Recent projects include Hawaii Department of Education; City of Boca Raton, FL; North Carolina Department of Public Instruction (NCDPI – County Schools throughout the state); State of Hawaii; Montana Department of Transportation (MDT); Wayne County, MI; and Kern County School District, CA.
Graviton Consulting	
<p>Program Manager Greg Catanzano</p>	<ul style="list-style-type: none"> • Current Program Manager on the State of Hawaii HCM implementation. • 25+ years of Oracle ERP implementation and upgrade experience. • More than 23 years of experience as a Project Director on multiple ERP engagements. • Has led some of the largest and most complex ERP implementations to successful conclusions. • In-depth management training. • Recent projects include State of Hawaii; Montana Department of Transportation (MDT); Clark County School District, NV; Harris County, TX; State of New Mexico; and the State of California Fi\$Cal Project.
<p>Integration Manager Sirosh Sridharan</p>	<ul style="list-style-type: none"> • ERP specialist with over 23 years of experience delivering Finance and HCM implementations and upgrades. • Oracle Financials Cloud Certified Implementation Specialist. • PeopleSoft Certified Financials Consultant. • PeopleSoft Certified PeopleTools Consultant. • PeopleSoft Certified HCM Consultant. • Successfully implemented Oracle's PeopleSoft and Fusion ERP Cloud application suite in both Public and Private sectors. • Experience working in complex environments with more than 200 business units, several product lines and modules, third-party and external applications, and complex business processes. • Expertise in Business Analysis, Business Process Re-engineering, Project Execution, Process Optimization, seamless integration across best-of-breed applications, Regulatory compliance, Technology initiatives and Financial Analysis.



ROLE/RESOURCE	QUALIFICATIONS SUMMARY
<p>Functional Lead (Phase 2) Richard Welborn</p>	<ul style="list-style-type: none"> • More than 20 years of experience in business, accounting, software, and financial information systems. • Project management, implementation and upgrade experience from design and development through post implementation support including end-user training. • Expertise (both functional and technical) in Hyperion Planning and PeopleSoft EPM Planning and Budgeting. • Experience in PeopleSoft Financials and PeopleSoft HCM. • Technical expertise in Essbase, Hyperion SmartView, Hyperion Financial Reporting, Hyperion FDME, Ascential DataStage, Crystal Reports, Business Objects, nVision, PeopleSoft Query, PeopleCode/Application Engine, and warehouse design
Pacxa	
<p>Communications/ Org Change Manager Sherilyn Kimura, PMP</p>	<ul style="list-style-type: none"> • Received a Change Leadership Certificate from Cornell University. • Leadership Essentials Certificate. • Technology Leadership Certificate. • Expertise includes project management, program management, business process analysis and re-design, organizational change management, vendor management, system requirements gathering, facilitation, strategic planning, policies and procedures development, vendor evaluation and selection, system analysis, design, testing and implementation. • Certified Project Manager (PMP). • Past Project include the State of Hawaii HCM Implementation and the Hawaii Department of Education Financials implementation

CherryRoad State Baseline Application

CherryRoad completes 95% of our business in the public sector. We have been implementing Oracle for 20+ years. As an output of our focus, CherryRoad will deliver to the State a pre-configured Oracle Cloud environment. This pre-configured instance will enable the ‘jump start’ of the project and will enable the functional/technical teams to have a workable environment early in the project.

CherryRoad Value-Add Solutions

CherryRoad has been implementing Oracle since 1992. In that timespan, we have developed many value-add solutions the State can use. Below are some of these solutions for the State’s consideration.

Historical Filing Cabinet

The Historical Filing Cabinet (HFC) addresses the multiple challenges that clients face when implementing new ERP systems. In many cases, public sector entities are required by law to retain many years of financial and HR related data. Our solution gives one highly secure, centralized repository to house legacy data and ultimately allow our clients to decommission



disparate older systems. Our technology is compatible with any ERP solution and is built on CherryRoad's private cloud. Our robust infrastructure and storage models give the market confidence that we can meet the demands for high volumes of historical data. With our simple user interface and custom flexible reporting, client administrators are able to retrieve data fast and easy. CherryRoad realizes user experience is everything and we have built this solution with a modern look and feel. The simple and powerful data query capabilities, drag and drop report builder, easy to view dashboard, and various chart types gives users the positive experience to do their jobs.

Data Migration Solution

Our cloud data migration solution allows the project teams to run data conversions and converts legacy data into an Oracle loadable format. The data passes through Data Validation, Cleansing, and Cross Walk checks through our automated processes that are hosted in our private cloud. Our differentiator is that our tool can handle large volumes of data, so performance is not an issue. Some ERPs have existing conversion templates that take a long time converting data and pre-validation of legacy data does not exist. Our tool requires minimal configuration and provides project teams with a cost effective and accurate mechanism to convert data.

M/WBE Compliance Solution - Optional

CherryRoad provides the public sector industry with a cloud-based compliance solution for minority and women-owned business enterprises. Our M/WBE Compliance solution integrates with Oracle's ERP and Supplier portal, and provides tracking of supplier and subcontractor payments as well as state mandated commitments to M/WBE contracts. The compliance demands on state and local governments and school districts continues to increase and drive customers to put a more efficient mechanism in place that allows suppliers to collaborate and minimize the burden on client procurement offices. Regardless of complexity in requirements, our Compliance engine handles high supplier volumes, provides customer administrators with an intuitive user interface, and has seamless integration capabilities with cloud ERP solutions. CherryRoad has used specific business use cases to develop a scalable and adaptable solution to help customers deal with change in the marketplace.

CherryRoad Services Solution

CherryRoad has developed an implementation plan that aligns with the State's preferred schedule listed in the RFP, Section 7.5 Key Performance Indicators (KPIs). The implementation plan includes three (3) project phases – Core, Expansion, and Optional. Each project phase will include the requirements designated by the State in the corresponding appendices A-1, A-2, and B. Each project phase will Go-Live in the timeframe included in the RFP.



PROJECT PHASE	REQUIREMENTS	GO-LIVE DATE
Core Phase	Appendix A-1 – Core Phase Requirements	July 1, 2022
Expansion Phase	Appendix A-2 – Expansion Phase Requirements	July 1, 2023
Optional Phase	Appendix B – Optional Phase Requirements	January 1, 2024

CherryRoad has analyzed the tasks and deliverables documented by the State in Appendix D: Implementation Services Requirements and has developed a State EFS implementation approach that accounts for each of the State’s requirements while adding several additional Oracle Cloud best practices tasks and deliverables based largely on Oracle’s Unified Method (OUM). We anticipate the merging of these methods will allow for improved decision making, focus on operational knowledge transfer, development of business process-centric end-user training, and an alignment of project tasks with the Prosci ADKAR® Model for change management.

Hawaii EFS Core Phase Implementation Plan

The project team will follow the Oracle Cloud Implementation Methodology for Hawaii EFS for each phase of the Hawaii EFS project. For the Hawaii EFS Core Phase, the implementation scope, implementation timeline, and implementation project team are as follows:

Core Phase Implementation Scope

The Core Phase implementation scope includes deployment of the Oracle Cloud application features required to meet State’s requirements listed in Appendix A-1: Core Phase Requirements. The functional requirements to be met are categorized as follows:

- General Ledger
- Encumbrances
- Accounts Payable
- Accounts Receivable
- Cash Management
- Purchasing
- Data Warehouse

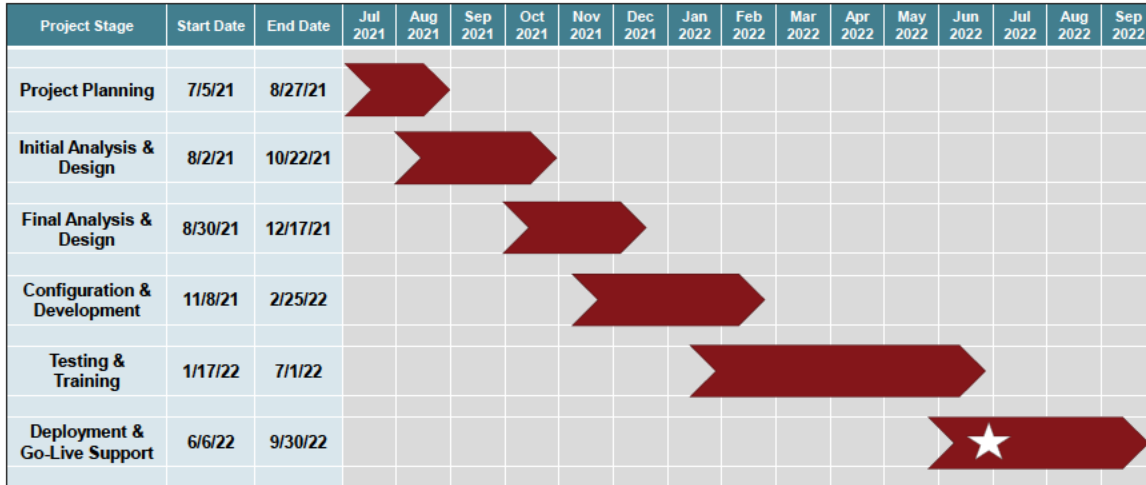
The CherryRoad team will complete the implementation tasks in accordance with Appendix A-1: Core Phase Requirements responses included in this proposal.

Core Phase Implementation Timeline

The CherryRoad proposed implementation plan for the Hawaii EFS Core Phase includes a (12) twelve-month implementation with a July 1, 2022 Go-Live, followed by a (3) three-month support phase. The Gantt chart that follows depicts the Hawaii EFS Core Phase timeline with start and end dates for each of the six (6) implementation stages. The Gantt chart is consistent with the Core Phase detailed project schedule included in Evaluation Criteria 5: Business Solution – Implementation Requirements, Work Plan and Schedule.



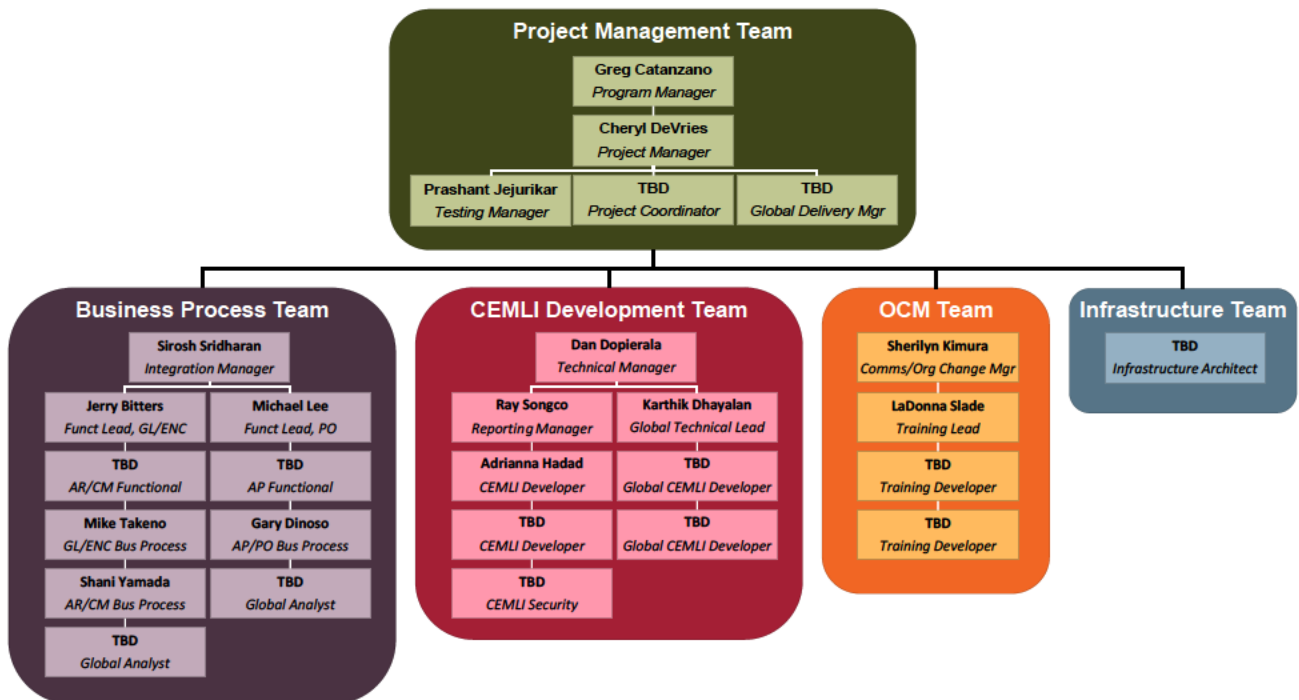
Figure 1. Hawaii EFS Core Phase Summary Gantt Chart



Core Phase Implementation Resources

The CherryRoad proposed implementation plan for the Hawaii EFS Core Phase includes a project team required to meet the RFP requirements while also meeting the State’s preferred timeline. The project organization chart below depicts the CherryRoad project team to be assigned to the Core Phase. The Evaluation Criteria 2: Project Organization and Staffing section of this proposal provides a comprehensive staffing plan that meets the requirements defined by RFP Appendix K: Proposed Project Organization and Staffing.

Figure 2. Hawaii EFS Core Phase CherryRoad Project Organization Chart





Hawaii EFS Expansion Phase Implementation Plan

The project team will follow the Oracle Cloud Implementation Methodology for Hawaii EFS for each phase of the Hawaii EFS project. For the Hawaii EFS Expansion Phase, the implementation scope, implementation timeline, and implementation project team are as follows:

Expansion Phase Implementation Scope

The Expansion Phase implementation scope includes deployment of the Oracle Cloud application features required to meet the State’s requirements listed in Appendix A-2: Expansion Phase Requirements. The functional requirements to be met are categorized as follows:

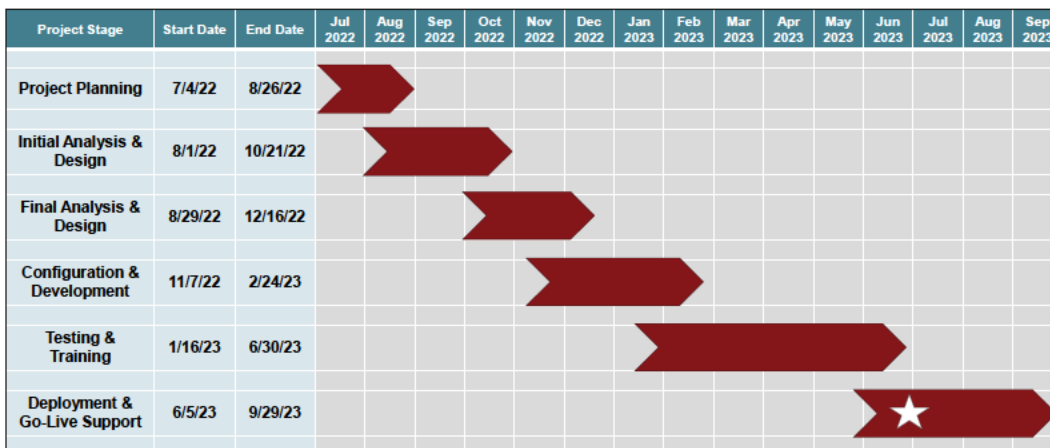
- Projects
- Appropriations
- Budget
- Travel
- eProcurement Interface
- Grant Management
- Bonds

The CherryRoad team will complete the implementation tasks in accordance with Appendix A-2: Expansion Phase Requirements responses included in this proposal.

Expansion Phase Implementation Timeline

The CherryRoad proposed implementation plan for the Hawaii EFS Expansion Phase includes a (12) twelve-month implementation with a July 1, 2023 Go-Live, followed by a (3) three-month support phase. The Gantt chart that follows depicts the Hawaii EFS Expansion Phase timeline with start and end dates for each of the six implementation stages. The Gantt chart is consistent with the Expansion Phase detailed project schedule included in Evaluation Criteria 5: Business Solution – Implementation Requirements, Work Plan and Schedule.

Figure 3. Hawaii EFS Expansion Phase Summary Gantt Chart

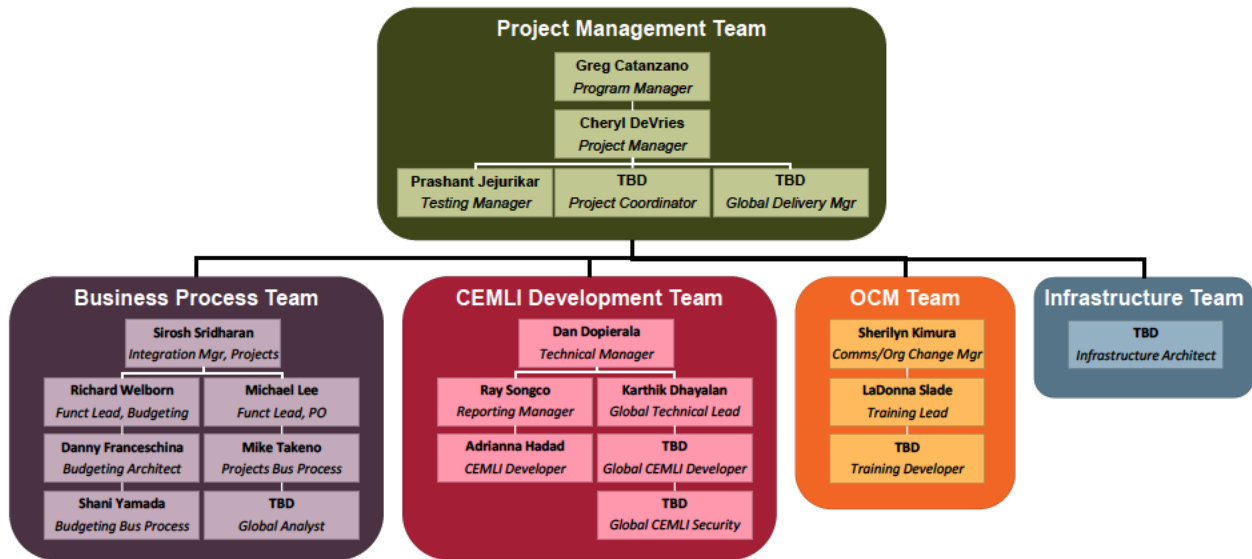




Expansion Phase Implementation Resources

The CherryRoad proposed implementation plan for the Hawaii EFS Expansion Phase includes a project team required to meet the RFP requirements while also meeting the State’s preferred timeline. The project organization chart below depicts the CherryRoad project team to be assigned to the Expansion Phase. Evaluation Criteria 2: Project Organization and Staffing section of this proposal provides a comprehensive staffing plan that meets the requirements defined by RFP Appendix K: Proposed Project Organization and Staffing.

Figure 4. Hawaii EFS Expansion Phase CherryRoad Project Organization Chart



Hawaii EFS Optional Phase Implementation Plan

The project team will follow the Oracle Cloud Implementation Methodology for Hawaii EFS for each phase of the Hawaii EFS project. For the Hawaii EFS Optional Phase, the implementation scope, implementation timeline, and implementation project team are as follows:

Optional Phase Implementation Scope

The Optional Phase implementation scope includes deployment of the Oracle Cloud and third-party application features required to meet the State’s requirements listed in Appendix B: Optional Phase Requirements. The functional requirements to be met are categorized as follows:

- Investments
- Asset Inventory

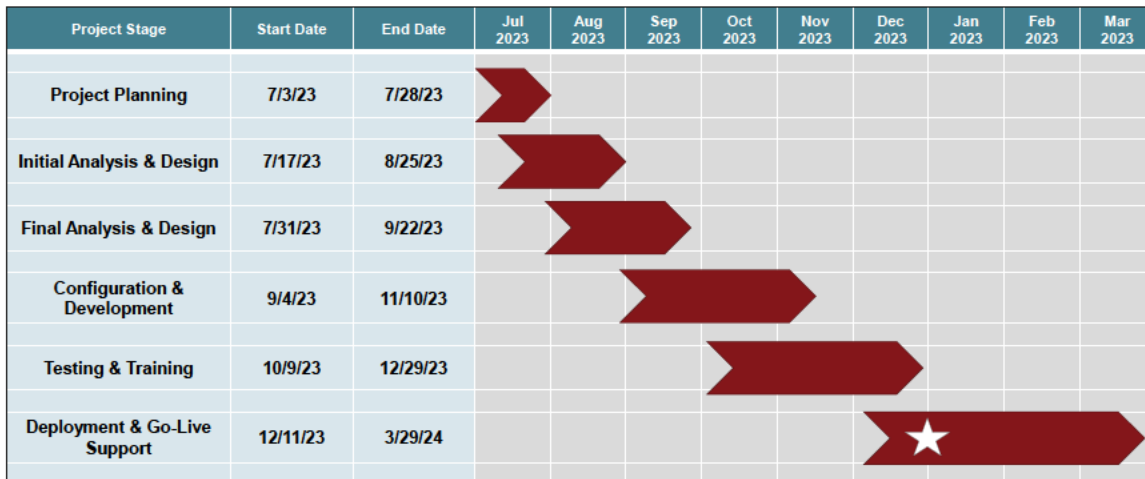


The CherryRoad team will complete the implementation tasks in accordance with Appendix B: Optional Phase Requirements responses included in this proposal.

Optional Phase Implementation Timeline

The CherryRoad proposed implementation plan for the Hawaii EFS Optional Phase includes a (6) six-month implementation with a January 1, 2024 Go-Live, followed by a (3) three-month support phase. The Gantt chart that follows depicts the Hawaii EFS Optional Phase timeline with start and end dates for each of the six (6) implementation stages. The Gantt chart is consistent with the Optional Phase detailed project schedule included in Evaluation Criteria 5: Business Solution – Implementation Requirements, Work Plan and Schedule.

Figure 5. Hawaii EFS Optional Phase Summary Gantt Chart

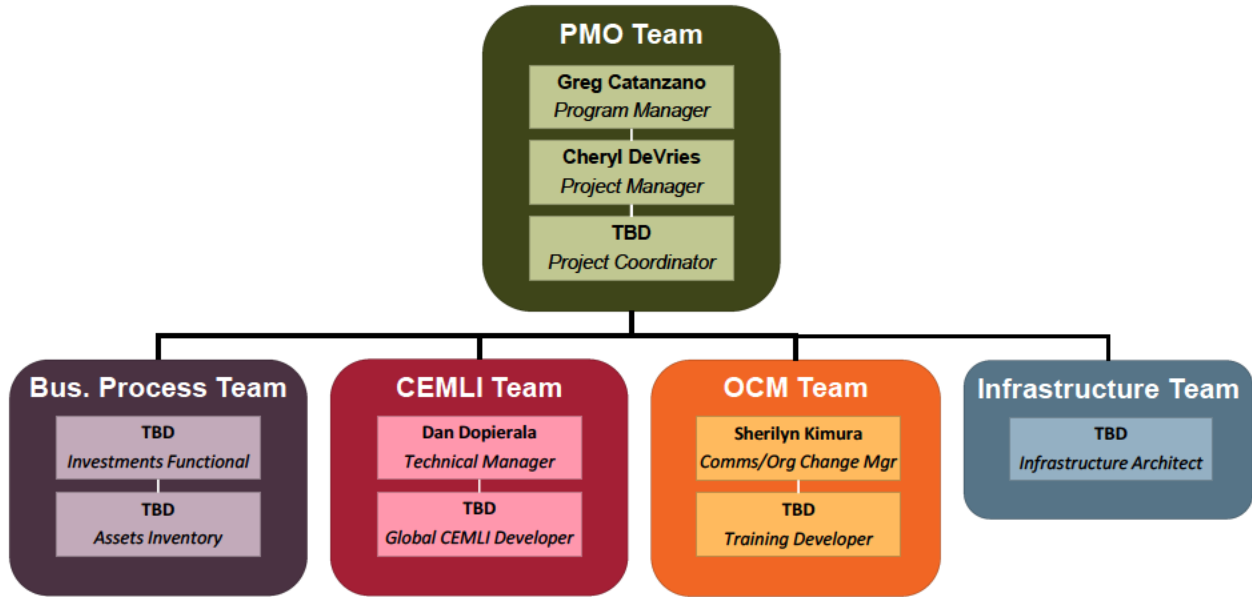


Optional Phase Implementation Resources

The CherryRoad proposed implementation plan for the Hawaii EFS Optional Phase includes a project team required to meet the RFP requirements while also meeting the State’s preferred timeline. The project organization chart below depicts the CherryRoad project team to be assigned to the Optional Phase. Evaluation Criteria 2: Project Organization and Staffing section of this proposal provides a comprehensive staffing plan that meets the requirements defined by RFP Appendix K: Proposed Project Organization and Staffing.



Figure 6. Hawaii EFS Optional Phase CherryRoad Project Organization Chart



CherryRoad Implementation Approach

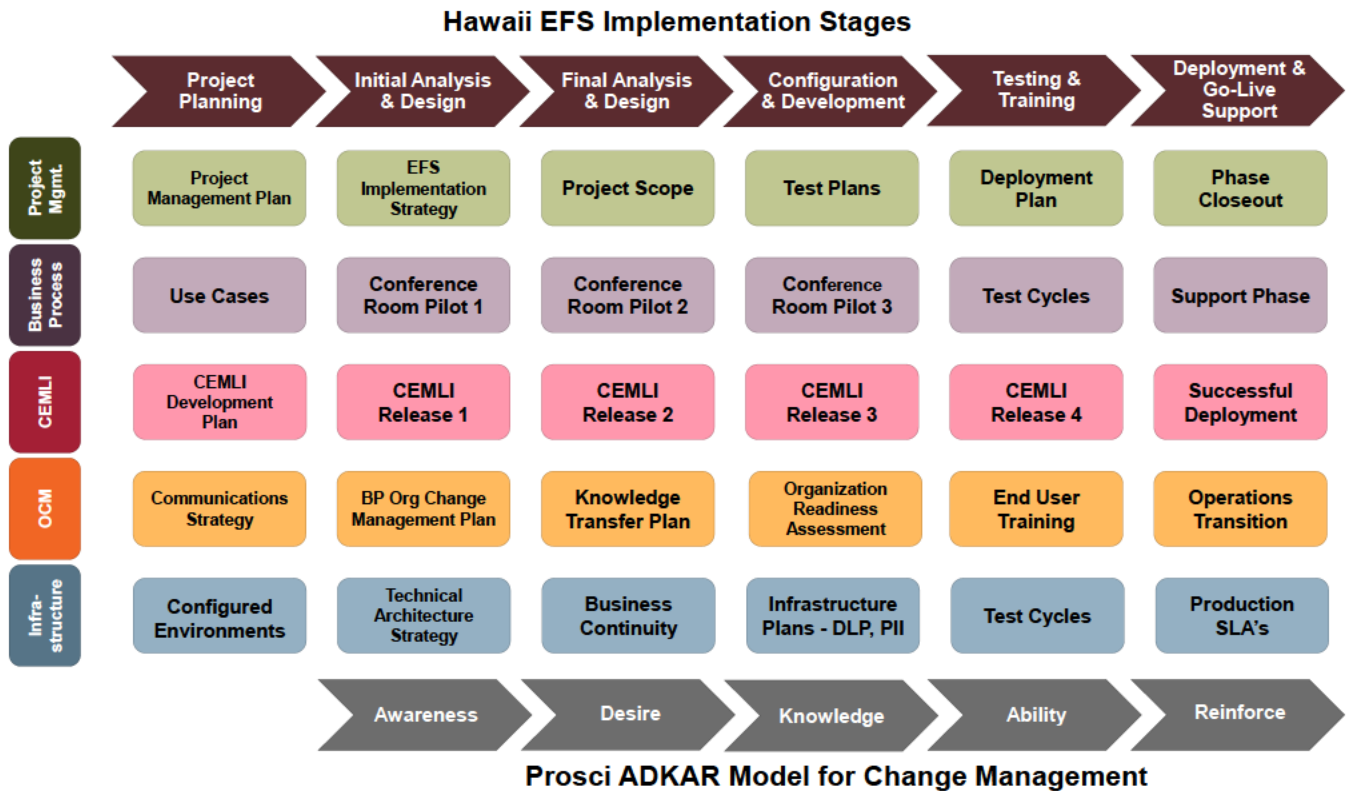
The CherryRoad Hawaii EFS implementation methodology we are proposing for the State’s Oracle Cloud project has been tailored to meet the unique requirements of implementing cloud applications for our government customers. The methodology is scalable, adjusting for the size and diversity of stakeholders; it is repeatable, providing consistent structure and activities across diverse initiatives; and it is flexible, where implementation activities and priorities can be adjusted based on individual customer requirements.

The structure of the CherryRoad Oracle Cloud implementation methodology is based largely on Oracle’s Unified Method (OUM), with accommodations for improved decision making, focus on operational knowledge transfer, development of business process-centric end-user training, and an alignment of project tasks with the Prosci ADKAR® Model for change management. Early and frequent exposure of the State’s project team members and stakeholders to the Oracle Cloud applications and its native best practice business processes improves the speed and accuracy of decision-making. Integration of the CherryRoad Learning Management System (LMS) increases the quality and availability of training and knowledge transfer resources during the project, as well as during the operational period following Go-Live.

Alignment of the CherryRoad Oracle Cloud implementation methodology with the lifecycle of change as defined by the Prosci ADKAR® Model – Awareness, Desire, Knowledge, Ability, Reinforcement – will allow the change management approach to accelerate the State’s transition by enabling lasting acceptance of change at the individual employee level. These aspects of the proposed cloud implementation methodology are differentiators that will deliver success across the Hawaii EFS project phases.



Figure 7. Oracle Cloud Implementation Methodology for Hawaii EFS



The graphic above depicts the CherryRoad Oracle Cloud implementation methodology proposed for the Hawaii EFS project. The methodology is structured in a fashion that is repeatable, allowing the implementation tasks to be duplicated across multiple implementation phases (i.e., Core, Expansion, Optional) within a single project. Across the top, left to right, the methodology includes six (6) stages of implementation – Project Planning, Initial Analysis & Design, Final Analysis & Design, Configuration & Development, Testing & Training, and Deployment & Go-Live Support. These project stages correlate to the stages of the Prosci ADKAR® Model for change management across the bottom, left to right – Awareness, Desire, Knowledge, Ability, Reinforcement. The CherryRoad team will complete each of the deliverables listed in Appendix D: Implementation Services Requirements along with several additional deliverables that are specific to the CherryRoad Oracle Cloud Implementation approach. The boxes within the diagram represent key deliverables that will be completed by the project team over the course of implementation. Lastly, the left most column lists the implementation tracks – Project Management, Business Process, CEMLI Development, Organizational Change Management, Infrastructure – indicating the project team resources primarily responsible for facilitating completion of the deliverables and other implementation tasks within the track. These implementation tracks correlate with the CherryRoad project team organization chart included in Evaluation Criteria 2: Project Organization and Staffing.

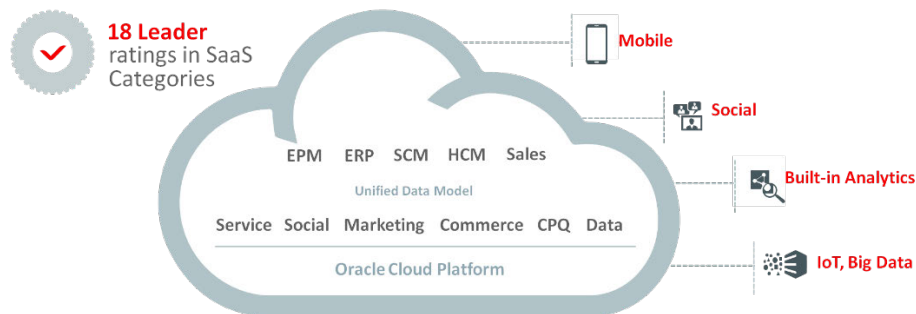


The Oracle Cloud Implementation Methodology for EFS graphic provides a high-level depiction of the CherryRoad implementation approach. In building our proposed implementation plan, the CherryRoad team has taken each of the deliverables listed in Appendix D: Implementation Services Requirements, and the Oracle Cloud specific deliverables mentioned above, and have developed an initial Work Breakdown Structure (WBS). Evaluation Criteria 5: Business Solution – Implementation Requirements includes the detailed proposed project schedule with the WBS ID included for each task.

Conclusion

Your IT leadership will see productivity improvements by shifting department personnel from maintenance operations to technology innovation. Security vulnerability is also minimized in the Oracle Cloud multi-layer security model to help prevent cyberattacks and breaches.

Creating the industry’s best cloud ERP and solution built for excellence was not simply a matter of taking the best pieces of existing solutions and replicating them on a new platform. It was an opportunity for us to truly listen to the market and our customers and create solutions that solved both existing and future challenges, enabling your employees to embrace future opportunities as business practices change and innovative technologies emerge.



Our customers are excited to see modern technology like Artificial Intelligence, Digital Assistants, Machine Learning, IoT Capabilities, and Contextual Interfaces that are available to them now. Oracle’s Cloud applications can be consumed module by module and, when necessary, co-exist with the State’s existing on-premises systems. CherryRoad will detail the specific approach for the State. This will allow the State the flexibility to transform at its own pace while still enabling much needed cross-agency visibility and operational control.

In addition to rich functionality, proven business processes are already included in all applications. Oracle will provide the State with secure isolation of its data and will not co-mingle the State’s data with any other customer. This allows for unlimited data growth and reduces risk.

There is clear momentum in the industry favoring Cloud deployments as a means of achieving critical digital transformation goals. CherryRoad and Oracle are poised to lead the way. Some of the largest and most complex governments in the United States are currently implementing



Oracle Cloud, replacing on-premises applications that while still supported, do not offer the insights, innovation, and empowered experience that only a true Cloud-native solution brings.

With Oracle Cloud, you no longer have to imagine a world where you have to wait years to apply an upgrade or to have the latest innovation – a future built for innovation is here today.

We look forward to continued conversations and the opportunity to demonstrate our capabilities to assist you in your ERP transformation journey – a journey built in partnership with the State.



Evaluation Criteria 2: Project Organization and Staffing

Staffing Plans

Please note that resumes are provided as Attachment 4 and Attachment 5, per instructions in Appendix K. They are also provided electronically in MS Word and PDF format.

In this section, CherryRoad has included detailed staffing plans for each Hawaii EFS project phase (Core, Expansion, and Optional). The CherryRoad staffing plans are determined by the scope and approach to be followed for each project phase. The scope of implementation to be completed by CherryRoad is defined by Appendix A-1: Core Phase Requirements, Appendix A-2: Expansion Phase Requirement, and Appendix B: Optional Phase Requirements. The implementation approach is defined by the State's requirements for implementation that are documented in Appendix D: Implementation Services Requirements.

The structure of the staffing plans is consistent across the project phases (Core, Expansion, and Optional). We have organized CherryRoad positions in accordance with the implementation tracks described in the proposed Oracle Cloud Hawaii EFS implementation methodology documented in Evaluation Criteria 4: Business Solution – Technical Requirements, Technical Architecture. Each project team position is assigned to the Project Management, Business Process, CEMLI Development (Configuration, Enhancement, Modification, Localization, Integration), Organizational Change Management, or Infrastructure team. For each position, the staffing plan indicates the anticipated FTE participation by month through the duration of the project phase. At the top of the staffing plan, we have included a Gantt chart depicting the six stages of implementation included in the Oracle Cloud Hawaii EFS implementation methodology. This may allow the reader to see the alignment of project resources with the project activities.

Lastly, the Hawaii EFS staffing plans also include a cross reference between the CherryRoad positions defined by the CherryRoad project team organization chart included in Evaluation Criteria 2: Project Organization and Staffing, Project Team, and the State composite rate card position included in Appendix L.



Hawaii EFS Core Phase Staffing Plan

Stage	Start Date - End Date	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022
1. Project Planning	07/05/21 - 08/27/2021															
2. Initial Analysis and Design	08/02/2021 - 10/22/2021															
3. Final Analysis and Design	08/30/2021 - 12/17/2021															
4. Configuration and Development	11/08/2021 - 02/25/2022															
5. Testing and Training	01/17/2022 - 07/01/2022															
6. Deployment and Go-Live Support	06/06/2022 - 09/30/2022															
Project Role	Attachment L Composite Rate Position Xref															
Project Management Team																
Program Manager	<i>Project Executive</i>	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.25	0.25	0.25
Project Manager	<i>Sr Project Manager</i>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.50	0.50	0.50
Project Coordinator	<i>Jr Project Manager</i>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.50	0.50	0.50
Testing Manager	<i>Testing Lead/Manager</i>							1.00	1.00	1.00	1.00	1.00	1.00			
Global Delivery Manager	<i>Global Project Manager</i>	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.25	0.25	0.25
Business Process Team																
Integration Manager	<i>Sr Integration Manager</i>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.50	0.50	0.50
Functional Lead Finance, GL/Encumbrance	<i>Sr Functional Lead/Business Analyst</i>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Functional Lead Supply Chain, Purchasing	<i>Sr Functional Lead/Business Analyst</i>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Accounts Payable Functional	<i>Sr Functional Lead/Business Analyst</i>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Accounts Receivable/Cash Mgmt Functional	<i>Sr Functional Lead/Business Analyst</i>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
GL/Encumbrance Business Process	<i>Jr Functional Lead/Business Analyst</i>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
AP/AR/CM Business Process	<i>Jr Functional Lead/Business Analyst</i>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.50		
Purchasing Business Process	<i>Sr Functional Lead/Business Analyst</i>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Global Financial Analyst	<i>Global Analyst</i>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Global Supply Chain Analyst	<i>Global Analyst</i>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
CEMLI Development Team																
Technical Manager	<i>Technical Lead/Manager</i>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.50	0.50	0.50
Reporting Manager	<i>Sr Architect</i>	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.25	0.25	0.25
CEMLI Developer	<i>Sr Programmer</i>			1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
CEMLI Developer	<i>Sr Programmer</i>					1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
CEMLI Security	<i>Sr Programmer</i>					1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Global Technical Lead	<i>Global Technical Lead/Manager</i>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.50	0.50	0.50
Global CEMLI Developer	<i>Jr Programmer</i>					1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Global CEMLI Developer	<i>Jr Programmer</i>					1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00			
Organizational Change Management Team																
Communications/Org Change Manager	<i>Sr Organizational Change Manager</i>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.50		
Training Lead	<i>Training Lead/Manager</i>	1.00	1.00	0.50	0.50	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Training Developer	<i>Training Specialist</i>								1.00	1.00	1.00	1.00	1.00	1.00		
Training Developer	<i>Training Specialist</i>								1.00	1.00	1.00	1.00	1.00	1.00		
Infrastructure Team																
Infrastructure Architect	<i>Sr Programmer</i>	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50



Hawaii EFS Expansion Phase Staffing Plan

Stage	Start Date - End Date	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023
1. Project Planning	07/04/2022 - 08/26/2022															
2. Initial Analysis and Design	08/01/2022 - 10/21/2022															
3. Final Analysis and Design	08/29/2022-12/16/2022															
4. Configuration and Development	11/07/2022 - 02/24/2023															
5. Testing and Training	01/16/2023 - 06/30/2023															
6. Deployment and Go-Live Support	06/05/2023 - 09/29/2023															
Project Role	<i>Attachment L Composite Rate Position Xref</i>															
Project Management Track																
Program Manager	<i>Project Executive</i>	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Project Manager	<i>Sr Project Manager</i>	0.50	0.50	0.50	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Jr Project Manager	<i>Jr Project Manager</i>	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Testing Manager	<i>Testing Lead/Manager</i>							1.00	1.00	1.00	1.00	1.00	1.00			
Global Delivery Manager	<i>Global Project Manager</i>	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Business Process Track																
Integration Manager / Projects&Grants	<i>Sr Integration Manager</i>	0.50	0.50	0.50	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Functional Lead Budgeting	<i>Sr Functional Lead/Business Analyst</i>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Budgeting Architect	<i>Sr Functional Lead/Business Analyst</i>	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Functional Lead Supply Chain, Travel/ePro	<i>Sr Functional Lead/Business Analyst</i>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Project/Grants Business Process	<i>Jr Functional Lead/Business Analyst</i>	0.25	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50		
Budgeting Business Process	<i>Jr Functional Lead/Business Analyst</i>	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50		
Global Financial Analyst	<i>Global Analyst</i>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
CEMLI Development Track																
Technical Manager	<i>Technical Lead/Manager</i>	0.50	0.50	0.50	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Reporting Manager	<i>Sr Architect</i>	0.25	0.25	0.25	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
CEMLI Developer	<i>Sr Programmer</i>	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Global Technical Lead	<i>Global Technical Lead/Manager</i>	0.50	0.50	0.50	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Global CEMLI Developer	<i>Jr Programmer</i>					1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Global CEMLI Security	<i>Jr Programmer</i>					1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Organizational Change Management Track																
Communications/Org Change Manager	<i>Sr Organizational Change Manager</i>	0.50	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Training Lead	<i>Training Lead/Manager</i>		1.00	1.00	1.00	1.00	1.00	1.00								
Training Developer	<i>Training Specialist</i>								1.00	1.00	1.00	1.00	1.00	1.00		
Infrastructure Track																
Infrastructure Architect	<i>Sr Programmer</i>	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10



Hawaii EFS Optional Phase Staffing Plan

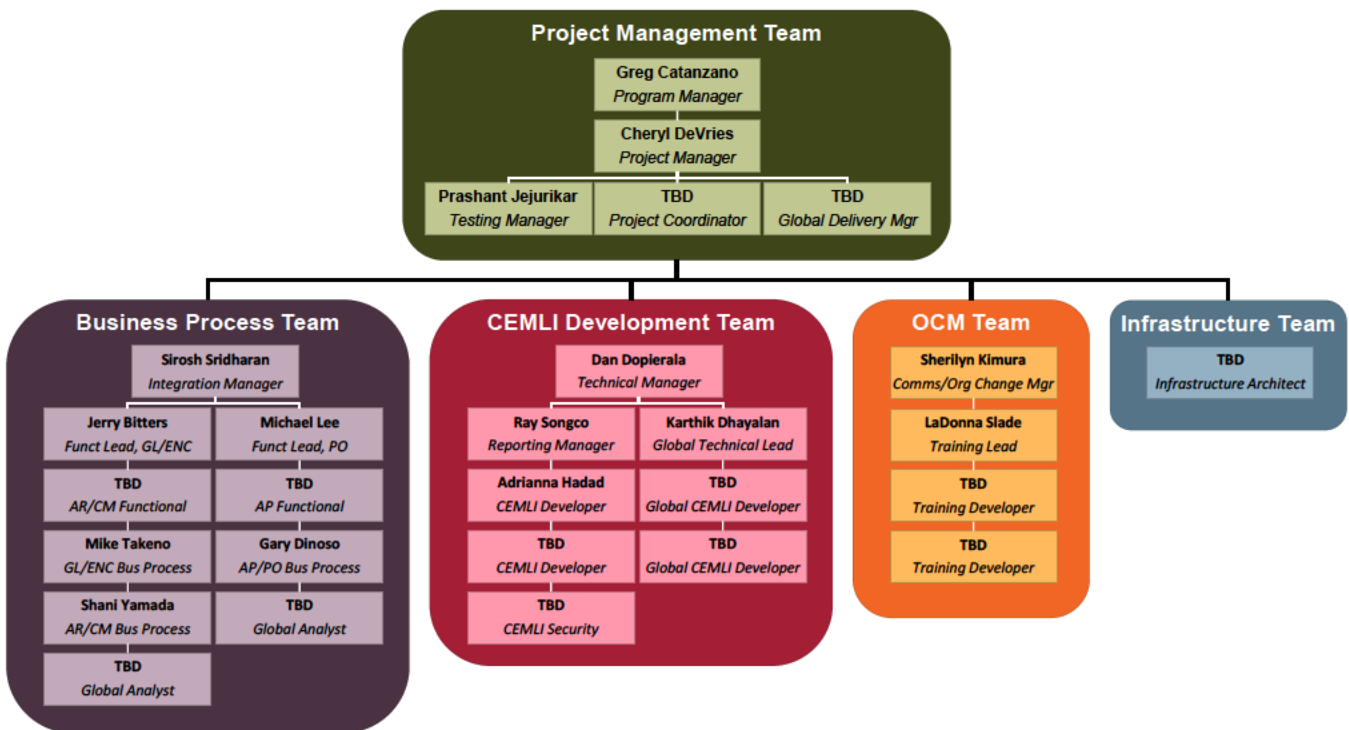
Stage	Start Date - End Date	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024
1. Project Planning	7/3/2023 - 7/28/2023									
2. Initial Analysis and Design	07/17/2023 - 08/25/2023									
3. Final Analysis and Design	07/31/2023 - 09/22/2023									
4. Configuration and Development	09/04/2023 - 11/10/2023									
5. Testing and Training	10/9/2023 - 12/29/2023									
6. Deployment and Go-Live Support	12/11/2023 - 03/29/2024									
Project Role	Attachment L Composite Rate Position Xref									
Project Management Track										
Program Manager	<i>Project Executive</i>	0.10	0.10	0.10	0.10	0.10	0.10	0.10		
Project Manager	<i>Sr Project Manager</i>	0.25	0.25	0.25	0.25	0.25	0.25	0.25		
Project Coordinator	<i>Jr Project Manager</i>	0.10	0.10	0.10	0.10	0.10	0.10	0.10		
Business Process Track										
Investments Functional	<i>Sr Functional Lead/Business Analyst</i>	1.00	1.00	1.00	1.00	1.00	1.00	0.50	0.50	0.50
Assets Inventory	<i>Sr Functional Lead/Business Analyst</i>	1.00	1.00	1.00	1.00	1.00	1.00	0.50	0.50	0.50
CEMLI Development Track										
Technical Manager	<i>Technical Lead/Manager</i>	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Global CEMLI Developer	<i>Jr Programmer</i>			1.00	1.00	1.00	1.00	0.50	0.50	0.50
Organizational Change Management Track										
Communications/Org Change Manager	<i>Sr Organizational Change Manager</i>	0.50	0.50	0.50	0.50	0.50	0.50	0.50		
Training Developer	<i>Training Specialist</i>					1.00	1.00	1.00		
Infrastructure										
Infrastructure Architect	<i>Sr Programmer</i>	0.10	0.10	0.10	0.10	0.10	0.10	0.10		



Project Team

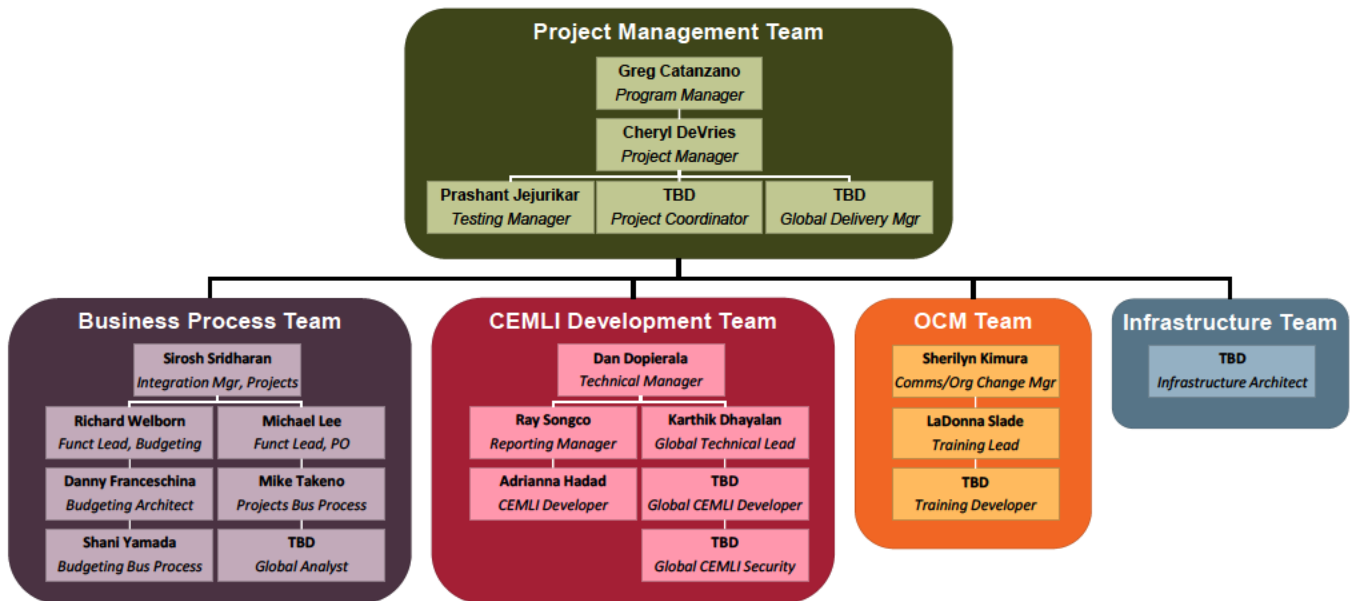
In this section, CherryRoad has included project team organization charts for each Hawaii EFS project phase (Core, Expansion, and Optional). The project team organization charts align with the implementation track positions included in the Hawaii EFS Staffing Plans above. The project team is comprised of CherryRoad, Graviton, and Pacxa resources. The onsite and offsite participation for each CherryRoad team member has been specified in Appendix L in accordance with the RFP instructions.

Hawaii EFS Core Phase Project Team

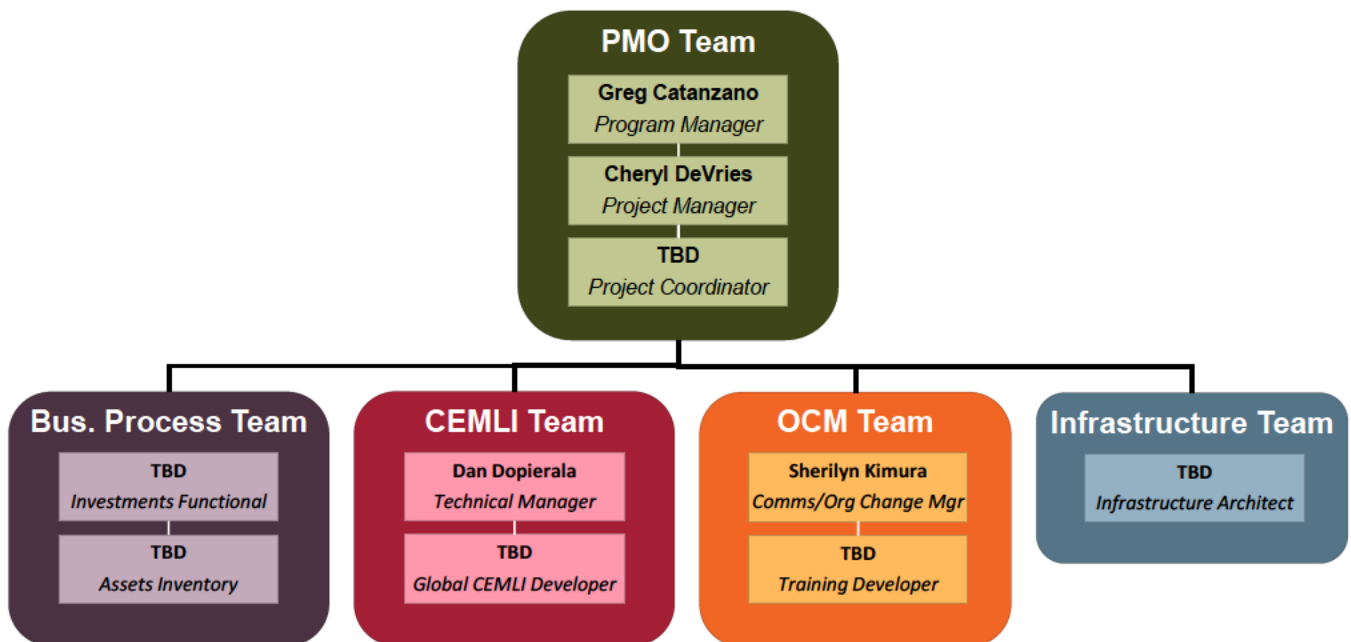




Hawaii EFS Expansion Phase Project Team



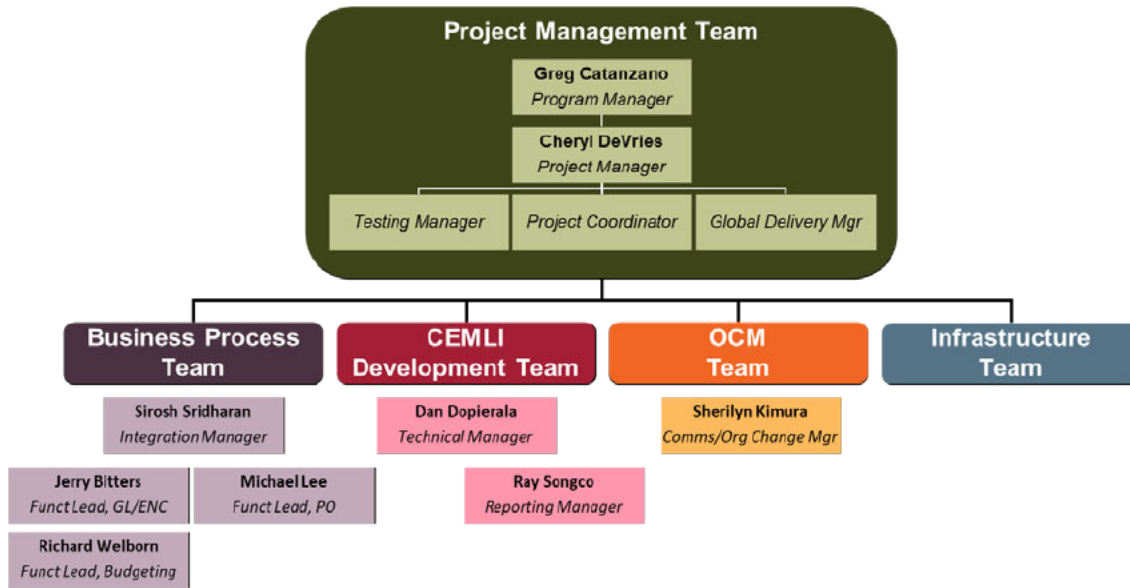
Hawaii EFS Optional Phase Project Team





Staff Experience and References

Project Organization & Key Staffing



Staff Experience

Resumes for the following key personnel are provided in Attachment 4 and Attachment 5.

ROLE/RESOURCE	QUALIFICATIONS SUMMARY
CherryRoad Technologies Inc.	
<p>Project Manager</p> <p>Cheryl DeVries, MBA, PgMP</p>	<ul style="list-style-type: none"> • More than 20 years of experience in managing and implementing IT business and system modernization programs. • Certified Program Management Professional (PgMP); Project Management Institute (PMI) – 2011. • Proven ability to identify, analyze and provide high-end technology solutions through expertise in on-premises and cloud business and technical platforms. • Currently holds High Risk Public Trust Clearance from Department of Treasury, Department of Labor, and USAID. • Expertise includes Oracle Cloud Fusion – HCM, ERP, EPM; Oracle R12i, PeopleSoft HRMS, SaaS (ServiceNow, BOX), Momentum Financials, Momentum Planning and Budgeting. • Executive Leadership Training; Yale University School of Management/BearingPoint – 2009. • Recent projects include Missouri Public School and Education Employee Retirement Systems (PSRS/PEERS); Wayne County, MI; and Missouri State Employees' Retirement System (MOSERS).



ROLE/RESOURCE	QUALIFICATIONS SUMMARY
<p>Functional Lead Jerry Bitters, CIA</p>	<ul style="list-style-type: none"> • Oracle Project Portfolio Management Cloud Certified Implementation Specialist. • Oracle Applications Cloud Operations Implementation Specialist. • PeopleSoft General Ledger Consultant Certified Expert. • Certified Internal Auditor (CIA). • Has led Financials implementations for several large projects. • Recent projects include City of Boca Raton, FL; Volusia County Schools, FL; City of Redwood City, CA; and Missouri State Employees' Retirement System (MOSERS).
<p>Functional Lead Michael Lee</p>	<ul style="list-style-type: none"> • Oracle Procurement Cloud Certified Implementation Specialist. • More than 25 years of experience as an Oracle professional. • Expertise in Oracle Financials, OBIEE, Fusion Cloud, SCM, and much more. • Extensive training in all Oracle applications. • Recent projects include Guilford County Schools, NC; Arkansas Department of Transportation (ARDOT); Volusia County Schools, FL; City of Aspen, CO; and Presbyterian Medical Services.
<p>Technical Manager Daniel Dopierala, PMP</p>	<ul style="list-style-type: none"> • More than 20 years of public sector experience. • Certified Project Management Professional (PMP #1458157). • 20 years of experience as a PeopleSoft ERP professional. • Extensively trained Technical Specialist with more than 20 years of public sector experience. • Certified in Oracle PeopleSoft PeopleTools and Technology. • Extensive knowledge of all Oracle PeopleSoft HR modules. • Recent projects include State of Hawaii; State of Minnesota; City of El Paso, TX; State of Oklahoma; and State of Tennessee.
<p>Reporting Manager Raymond Songco, MBA</p>	<ul style="list-style-type: none"> • Extensive experience working on multiple implementations and upgrades as Project Manager, System Architect, and Technical Lead. • IT MBA with 30 years of experience crafting Data Center strategies, architecting mission-critical enterprise infrastructures, managing large-scale implementation projects, and formulating technology strategy. • Provides expertise in determining technical implications and strategies around business process change. • System Architect responsible for end-to-end Oracle infrastructure design and implementation. • Recent projects include Hawaii Department of Education; City of Boca Raton, FL; North Carolina Department of Public Instructions (NCDPI - County Schools throughout the state); Montana Department of Transportation (MDT); Wayne County, MI; and Kern County School District, CA.



ROLE/RESOURCE	QUALIFICATIONS SUMMARY
Graviton Consulting	
<p>Program Manager</p> <p>Greg Catanzano</p>	<ul style="list-style-type: none"> • Current Program Manager on the State of Hawaii HCM implementation. • 25+ years of Oracle ERP implementation and upgrade experience. • More than 23 years of experience as a Project Director on multiple ERP engagements. • Has led some of the largest and most complex ERP implementations to successful conclusions. • In-depth management training. • Recent projects include State of Hawaii; Montana Department of Transportation (MDT); Clark County School District, NV; Harris County, TX; State of New Mexico; and the State of California Fi\$Cal Project.
<p>Integration Manager</p> <p>Sirosh Sridharan</p>	<ul style="list-style-type: none"> • ERP specialist with over 23 years of experience delivering Finance and HCM implementations and upgrades. • Oracle Financials Cloud Certified Implementation Specialist. • PeopleSoft Certified Financials Consultant. • PeopleSoft Certified PeopleTools Consultant. • PeopleSoft Certified HCM Consultant. • Successfully implemented Oracle's PeopleSoft and Fusion ERP Cloud application suite in both Public and Private sectors. • Experience working in complex environments with more than 200 business units, several product lines and modules, third-party and external applications, and complex business processes. • Expertise in Business Analysis, Business Process Re-engineering, Project Execution, Process Optimization, seamless integration across best-of-breed applications, Regulatory compliance, Technology initiatives and Financial Analysis.
<p>Functional Lead (Phase 2)</p> <p>Richard Welborn</p>	<ul style="list-style-type: none"> • More than 20 years of experience in business, accounting, software, and financial information systems. • Project management, implementation and upgrade experience from design and development through post implementation support including end-user training. • Expertise (both functional and technical) in Hyperion Planning and PeopleSoft EPM Planning and Budgeting. • Experience in PeopleSoft Financials and PeopleSoft HCM. • Technical expertise in Essbase, Hyperion SmartView, Hyperion Financial Reporting, Hyperion FDME, Ascential DataStage, Crystal Reports, Business Objects, nVision, PeopleSoft Query, PeopleCode/Application Engine, and warehouse design.
Pacxa	
<p>Communications/ Org Change Manager</p> <p>Sherilyn Kimura, PMP</p>	<ul style="list-style-type: none"> • Received a Change Leadership Certificate from Cornell University. • Leadership Essentials Certificate. • Technology Leadership Certificate. • Expertise includes project management, program management, business process analysis and re-design, organizational change management, vendor management, system requirements gathering, facilitation, strategic planning, policies and procedures development, vendor evaluation and selection, system analysis, design, testing and implementation. • Certified Project Manager (PMP).



References

Information for each of the following references is provided as a separate file labeled, "Form 2a_CherryRoad.pdf" and included as an insert at the end of this document. Form 2b was sent to each reference with the request that the form be completed and returned directly to the State.

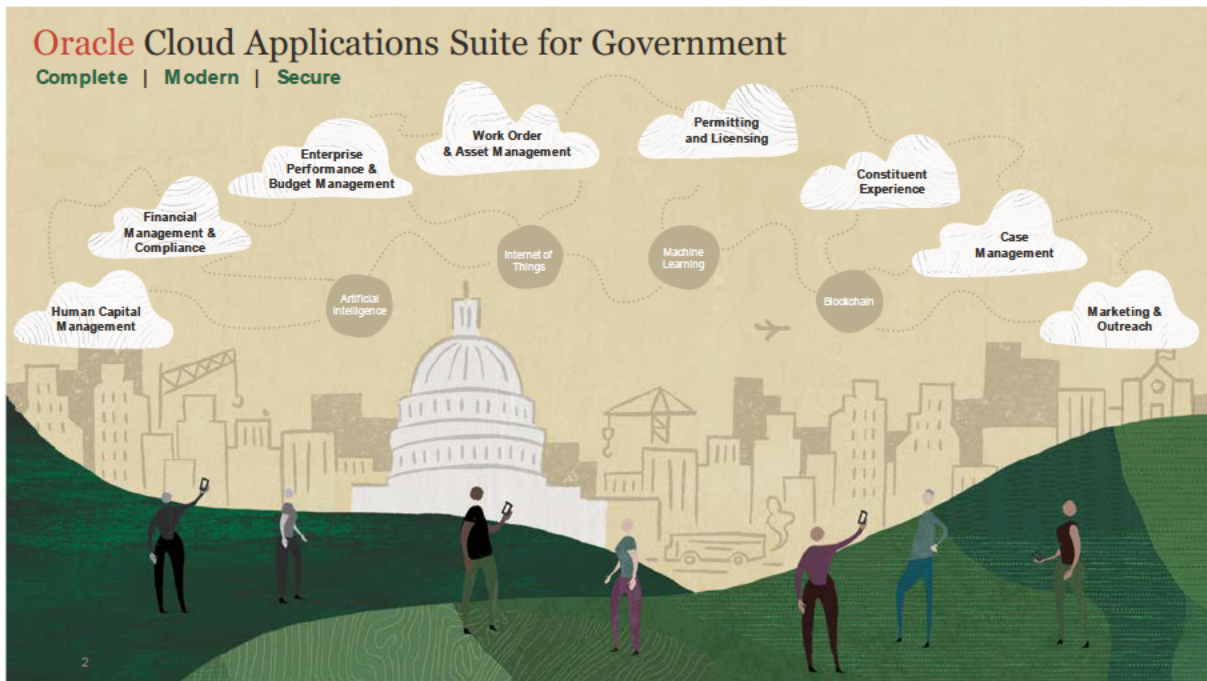
CherryRoad Technologies Inc.	<ul style="list-style-type: none"> • State of Hawaii • Charlotte-Mecklenburg Schools, NC • Sonoma County, CA
Graviton Consulting Services	<ul style="list-style-type: none"> • County of Mariposa, CA • County of San Joaquin, CA • FI\$Cal (State of California)
Hoike Networks, Inc. dba Pacxa	<ul style="list-style-type: none"> • State of Hawaii, Dept of Accounting & General Services • State of Hawaii, Dept of Transportation – Airports (Warehouse) • State of Hawaii, Dept of Transportation – Airports (Fiscal) • Employees’ Retirement System of the State of Hawaii



Evaluation Criteria 3: Business Solution – Functional Requirements

The Oracle Cloud Applications Suite

Oracle's Cloud Applications are a complete, integrated, and modular set of enterprise applications, engineered from the ground up to be cloud-ready and to coexist seamlessly in mixed environments. Oracle's cloud strategy centers on delivering the benefits of cloud—without compromise. We uniquely empower our customers with complete solutions and choice. From the richest functionality to integrated reporting and great user experience, it is all available in the cloud. It works not just with other Oracle cloud applications, but with your existing Oracle and third-party systems as well. This helps protect your current investments and extend their value as you journey to the cloud.



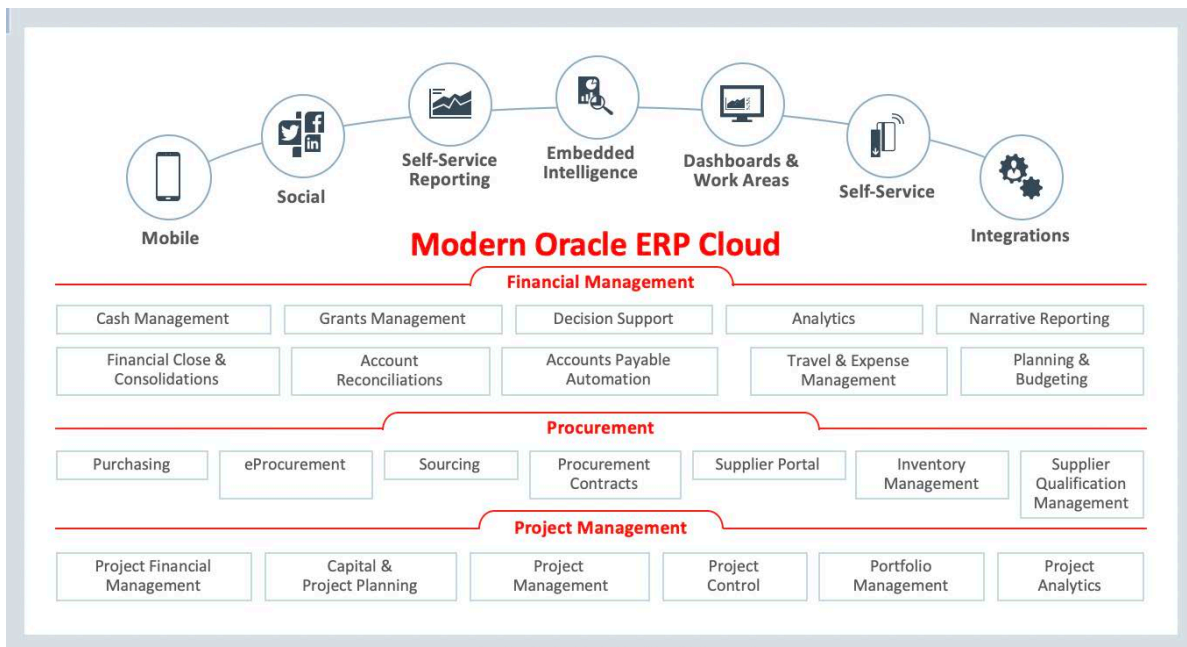
Oracle is the only company in the marketplace that provides all major government business applications on an integrated cloud applications and technology platform including ERP, HCM, CRM, and Community Development.

The Oracle Cloud Applications Suite is designed to be our customer's cloud—it is Software as a Service (SaaS), but personalized and customer-centric. The Oracle Cloud Applications Suite uniquely delivers the speed and simplicity of SaaS with complete and modern connectivity across departments while instilling the confidence in our cloud customers that their data is secure and protected. Oracle Cloud (SaaS) delivers a second-generation, modern cloud for today's business—personalized, connected, and secure.



Applications in the Oracle Cloud Applications Suite can be consumed module by module and coexist easily with on-premises systems giving you much needed cross-business visibility into your operations. Oracle provides you with secure isolation for your data and does not commingle your data with other customers allowing for unlimited growth and reducing risk. The Oracle Cloud Applications Suite is ideal for customers seeking subscription-based access to leading Oracle applications, middleware, and database services—all expertly managed by Oracle. The application services are designed for ease-of-use, enabling business users to manage the solution directly with no information technology (IT) involvement.

Oracle is proposing Oracle Cloud Applications which includes machine learning, offering the most complete application suite with the best technology, and enabling fast innovation with a modern user experience and customer-first approach.



The above graphic depicts the depth and breadth of Oracle's proposed solution for the State.

Modern Systems – Oracle Cloud Applications will give the State a single, integrated solution. Oracle's Cloud delivers embedded best practices that cross lines of business, providing process efficiencies and transparency. Workflows and approvals are available and configurable, so the State's fiscal and district offices can take advantage of best practices while maintaining compliance. A single solution on a single platform sharing a single data model allows data to flow seamlessly between State fiscal departments and districts to include mobile access if they are out of the office.

- Oracle Enterprise Resource Planning (ERP) Cloud – The State will use Oracle ERP Cloud to manage day-to-day business activities such as accounting, project management, grant management and federal billing, accounts receivable, accounts payable and expense management, fixed assets, time and labor, and risk management and compliance. This



complete ERP ties together a multitude of business processes and enables the flow of data between them. By collecting the shared transactional data from multiple sources, Oracle ERP will eliminate data duplication and provide data integrity with a single source of truth.

- Oracle Project Portfolio Management Cloud – Oracle Project Portfolio Management (PPM) Cloud offers an integrated project management suite that is designed to automate, streamline, and control project financial and project execution management processes end-to-end. Oracle PPM Cloud transforms process automation and information access to simplify controls, increase productivity, and improve business decisions. Oracle Grants Management Cloud allows you to manage the complete post award process, from initial funding to close out. Oracle Grants Management Cloud also provides an integrated platform for managing the financial aspects and collaborating on your awards and sponsored projects while complying with your sponsors and internal control, billing, and reporting requirements. The result is a fully integrated and automated solution, designed to improve the way project-centric organizations work, from the project executive and business stakeholder, to the project manager, grant manager, resource manager, and the project team member.
- Oracle Procurement Cloud – The State will use Oracle Procurement Cloud to standardize, streamline and automate the entire source-to-pay process. With Oracle Procurement Cloud, you will gain a more efficient, effective, and influential procurement organization that helps keep costs under control by selecting the best suppliers, enforcing policy, and managing supplier risk. Capabilities delivered are user-friendly employee self-service requests with built-in spend controls; Oracle Procurement Cloud is a complete solution for direct or indirect spend. Collaboration with suppliers is easy through document sharing and increased information accuracy for deeper insights.
- **Note:** The State, through this purchase, will have bought the software for all procurement functions. The RFP only identifies specific functions of the Procurement Cloud that need to be deployed. Therefore, it is an advantage to the State as the full suite of procurement will be purchased and ready for further deployment.
- Oracle Enterprise Performance Management Cloud – Enterprise Performance Management (EPM) software helps you analyze, understand, and report on your business. EPM refers to the processes designed to help organizations plan, budget, forecast, and report on business performance as well as consolidate and finalize financial results (often referred to as “closing the books”). EPM solutions are primarily used by CFO’s and the office of finance, while other functional areas, such as HR, and IT, use EPM for operational planning, budgeting, and reporting.
- Oracle Risk Management Cloud – Oracle Risk Management is a module within Oracle ERP Cloud to manage risks and meet compliance and privacy mandates (SOD, SOX, GDPR, etc.). Risk Cloud subscribers can automate analysis, monitoring and control of ERP security, configurations, and transactions. Risk Cloud uses modern data science and AI techniques to help design secure roles, resolve Segregation of Duties (SOD) conflicts,



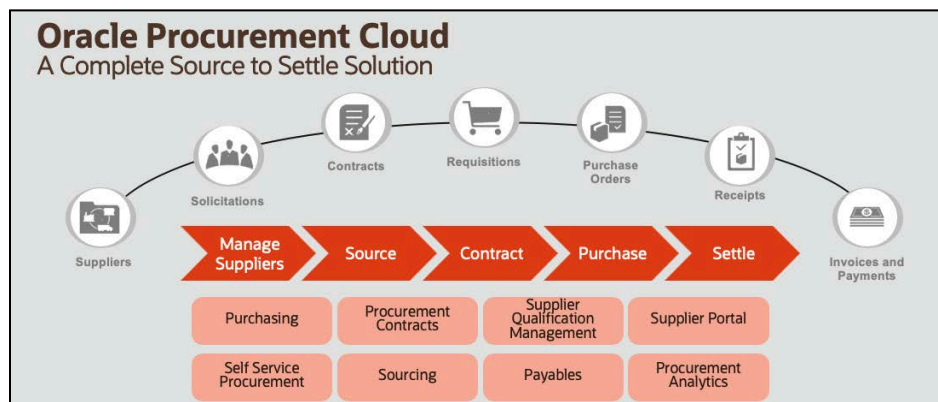
monitor sensitive configurations, and detect suspicious transactions to protect against payment fraud and error. ERP Cloud users can use these AI-driven risk analysis tools to accelerate implementations, anticipate ERP risks, provide actionable insights, simulate, and track remediation solutions, and streamline compliance.

- Oracle Enterprise Data Management Cloud – Oracle's solution includes built-in capabilities for data management, supporting the management and maintenance of data models (aka application metadata). This includes the State's current data structure in FAMIS as well as the UCOA and UFF. Our capabilities for change management will support the governance process currently under development and supports all stages of a change request including modeling the impact, reviews, approvals, and committing the change. Once changes are committed, they will reflect in all connected systems. A complete audit record of changes is available within the system as well. Oracle's data management capabilities are application-agnostic and work with Cloud and On-Premises solutions. Oracle's solutions support data residing in systems belonging to state agencies that can easily be rolled up from the minor source object code level into their corresponding major source object code levels. This will ensure consistency between your legacy system FAMIS (Until retired), our solutions, and any third-party or custom solution. As the State reaches the additional phases of the project, Oracle can extend data governance to new and existing applications supporting various business functions.

Advanced Procurement

Oracle Cloud provides a suite of modules to allow the State to perform complete purchasing from requisition creation, solicitation management, supplier qualification and management, and contract and purchase order management. All of this rich functionality is integrated with budgetary control and encumbrance accounting as well as Payables and Inventory to allow for complete end-to-end business cycles.

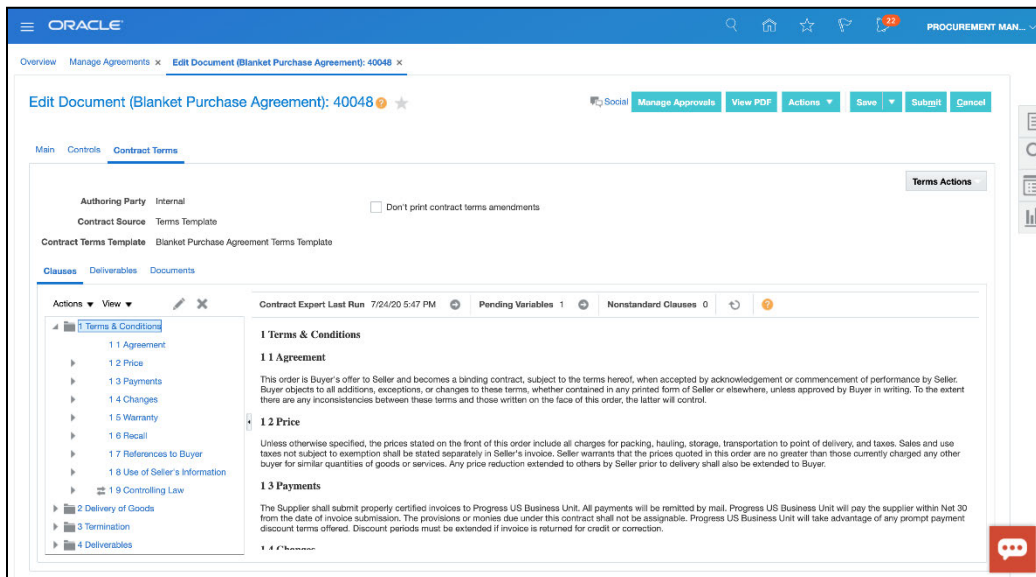
As noted above, the software bundle will contain full procurement functionality. The implementation will focus on the business requirements in the RFP Appendices A-1 and A-2. The State, at a later time, will have the ability to deploy full purchasing functionality as the software package has already been purchased.



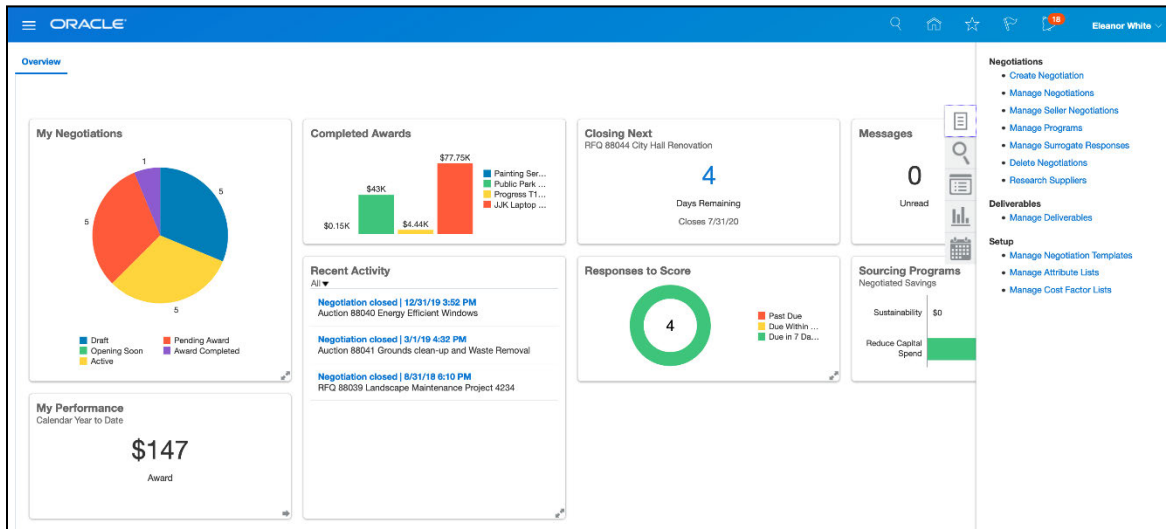


Oracle Purchasing Cloud enables you to automate purchasing transactions and provides a robust work area for buying professionals to manage exceptions. The State can execute routine transactions without manual intervention, increase productivity, and enforce compliance at every step. The State can leverage supplier and agreement controls to automate purchase order creation from requisitions and communicate purchase orders to suppliers. This allows the State to spend less time processing paper and spend more time discovering and exploiting new savings opportunities.

With **Oracle Procurement Contracts Cloud**, the State will gain complete visibility into agreements, shorten cycle-times, and manage compliance. A key part of Oracle's Procurement Cloud and Enterprise Contract Management solutions, Oracle Procurement Contracts Cloud is the modern application for superior contract lifecycle management.

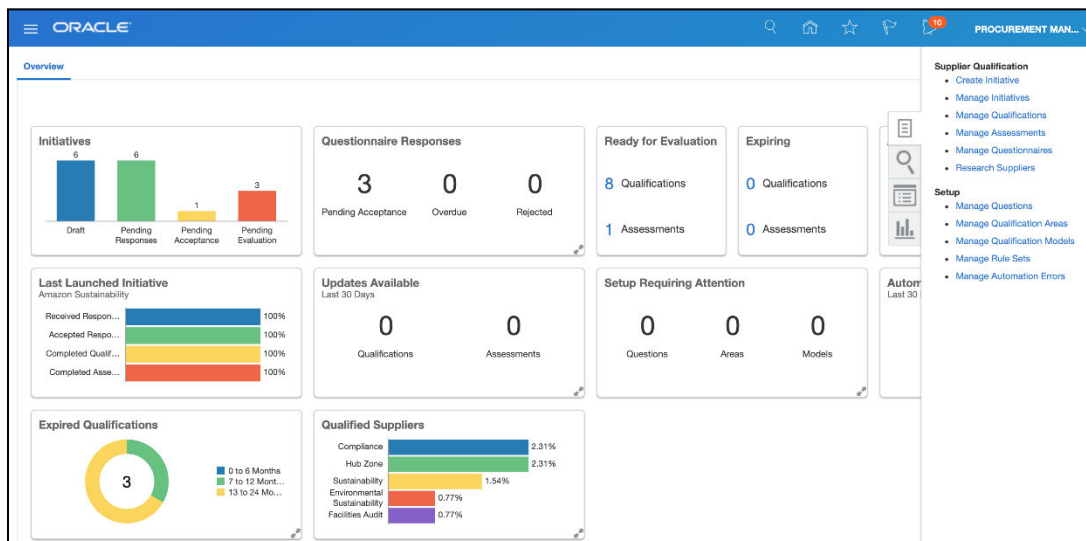


Oracle Sourcing Cloud inspires adoption and simplifies sourcing processes by providing users with step-by-step guidance throughout the negotiation lifecycle. It enables sourcing professionals to tailor negotiations to the organization's needs, leverage information from past events, and collaborate with subject matter experts from across the business. This reduces negotiation cycle times and accelerates the rate of realized savings. The intuitive user experience also benefits suppliers. A comprehensive overview of sourcing activity makes it easy for suppliers to understand current status and to take action. Support for commonly used applications, such as spreadsheets, makes submitting bid responses very straightforward. Oracle Sourcing even offers embedded online training that makes it easy for suppliers engage in every part of the sourcing processes. By reducing the effort to train users, Oracle Sourcing helps procurement organizations focus on what is important: getting the most value from strategic sourcing.



With Oracle Supplier Portal Cloud, the State’s suppliers gain access to a secure, integrated work area that provides full visibility to transactions, offers closed loop collaboration, and enables electronic invoicing. Instead of struggling with disparate systems, faxes, emails, or voice messages, suppliers can access a secure work area that provides a complete summary of all transactions that require attention. With just a few clicks, suppliers get the most current status of negotiations, agreements, purchase orders, advance shipment notifications, and invoices. By providing instant access to the most current information, they are enabled to better serve the State.

Oracle Supplier Qualification Management Cloud, an integral part of Oracle’s Procurement Cloud solution, provides a complete solution for managing the State’s suppliers’ qualifications and capabilities, including monitoring compliance with the State’s policies, requirements, and storing any supporting documentation.





Cloud Marketplace

One of the major advantages of Oracle Cloud is the ability to share configurations, reports even application extensions. Since the base code in Oracle Cloud is common for all customers, a configuration or extension written by any customer or partner can easily be utilized by any other customer. This allows our customers, partners, or Oracle to post items to the Oracle Cloud Marketplace. Oracle Cloud Marketplace offers a platform for system integrators and independent software vendors to showcase services and applications that interoperate with Oracle Applications Cloud Services. Oracle’s Cloud Marketplace may be found at the following link:

https://cloudmarketplace.oracle.com/marketplace/en_US/homeLinkPage

In summary, we believe Oracle is the only software provider that can meet the State’s strategic needs:

- Modernize existing systems;
- Optimize processes with an integrated, collaborative system; and
- Reduce risk in the most comprehensive manner.

Module Description of Included Application Software

B91084 - Oracle Fusion Enterprise Resource Planning Cloud Service

MODULE NAME:	Oracle Fusion Financials Cloud Service	
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS		
Oracle Financials Cloud offers a broad suite of modules and capabilities designed to empower modern finance and deliver customer success with streamlined processes, increased productivity, and improved business decisions. Oracle Financials Cloud is a complete, modern suite delivering continuous innovation in key technologies such as mobile, social and analytics deployed in the cloud to achieve more, faster, and with less resources.		
The major components and key features of Oracle Financials Cloud are:		
<ul style="list-style-type: none"> • General Ledger and Analytics <ul style="list-style-type: none"> ○ Multi-Dimensional Reporting Platform ○ Self-Service Reporting ○ Collaborative Close ○ Visualization Capabilities • Payables, Assets & Cash Management <ul style="list-style-type: none"> ○ Invoices and Payments ○ Integrated Imaging ○ Assets ○ Cash Management 	<ul style="list-style-type: none"> • Receivables <ul style="list-style-type: none"> ○ Customers ○ Customer Invoices and Payments ○ Balance and Revenue Management 	



MODULE NAME:	Fusion Automated Invoice Processing Cloud Service and B86841 - Fusion WebCenter Forms Recognition Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>Oracle Fusion Automated Invoice Processing Cloud Service and Fusion WebCenter Forms Recognition Cloud Service provide out-of-the-box invoice imaging integration within Oracle Fusion Payables (part of Oracle Fusion Financials Cloud Service). Supplier invoices can be scanned with intelligent document recognition and then automatically completed, validated, approved, and paid without any user intervention. Invoices requiring attention can be automatically routed to the appropriate finance personnel for faster completion, approval, and payment processing. You can view the invoice image directly within Oracle Fusion Payables while creating an invoice – so it is easy to complete the task quickly and accurately. Upon saving, the invoice images are automatically linked to the invoice so you can easily view them throughout the invoice’s lifecycle, such as during approval and audit. With the integrated imaging solution and optical character recognition (OCR) capabilities in Oracle Fusion Payables, you can make invoice entry faster, reduce errors and help the State dramatically reduce invoice processing costs, eliminating the need for costly third-party solutions.</p>	
MODULE NAME:	Fusion Transactional Business Intelligence for Financials Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>With Oracle Fusion Transactional Business Intelligence embedded analytics, role-based dashboards, and on-the-fly ad hoc reporting capabilities make data access and interpretation easier than ever before. Users can see updates in real-time, and their impact, through embedded analytics. This eliminates the guesswork with dashboards that deliver in-line information while you do your work. Pre-delivered operational reports are enriched with robust and flexible ad hoc query capabilities that access real-time transactional data – no need to push data to a separate warehouse or engage the IT department for a custom report, it is easy and right at your fingertips.</p> <p>Fusion Transactional Business Intelligence is a real time, self-service reporting solution for Oracle Fusion Applications transactions. With Oracle Business Intelligence Enterprise Edition (Oracle BI EE) as the standard Oracle query and reporting tool, business users are provided an easy-to-use interface to perform current state analysis in Fusion Applications. In ad hoc reports, business users can also easily drill on predefined hierarchies, enable action links, compose a dashboard, schedule reports, or export the data or reports, all in real-time.</p>	
MODULE NAME:	Fusion Advanced Collections Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>Fusion Advanced Collections fosters consistent and efficient collection management practices for every collections’ agent. Automated delinquency identification and customer assignment creates prioritized work lists in the Collections Dashboard – making it easy for collection agents to spend more time collecting and resolving account payment issues and less time organizing their work. The comprehensive Customer Work Area organizes all the information collection agents need to manage delinquent customers.</p>	
MODULE NAME:	Fusion Grants Management Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>Oracle Fusion Grants Management allows you to manage the complete post award process, from initial funding to close out. Oracle Fusion Grants Management also provides an integrated platform for managing the financial aspects of each award, while complying with your sponsors and internal control, billing, and reporting requirements. Oracle Fusion Grants Management allows you to have complete visibility into all aspects of your awards. Quickly visualize the current spending status and</p>	



MODULE NAME:	Fusion Grants Management Cloud Service
<p>drill into funding, budget, commitment, and expenditure details, as well as all related conversations and documents; all from any device, anywhere.</p> <p>Build and access analytics and reports on award and sponsored project related activity using a comprehensive, user friendly business intelligence platform. Embed analytics within transactional pages or view as a dashboard on any screen.</p>	
MODULE NAME:	Fusion Project Financials Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>Oracle Project Financials Cloud takes a user-oriented approach to the critical activity of managing the financial and budgeting aspects of projects, leveraging the strengths of an intuitive interface to provide simplified planning and budgeting for superior financial control. It forms the core of the project lifecycle, supporting efficient project initiation, while delivering full-function project planning, progress management, budgeting, and forecasting. A highly automated and streamlined project costing solution allows project-centric organizations to capture and account for project costs and commitments from across the Oracle Cloud applications as well as supporting third party integrations, delivering standardized cost collection processes for expedited project costing and timely visibility into validated expenditures.</p>	
MODULE NAME:	Oracle Fusion Project Contract Billing Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>Oracle Project Contract Billing Cloud delivers a highly flexible approach to project contract-based billing, segregating the planning and execution of project work with a comprehensive, integrated solution providing full control over contract terms, rates and limits including when and how to recognize revenue and generate invoice.</p>	
MODULE NAME:	Fusion Project Management Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>Designed for part-time project managers, Fusion Project Management Cloud Service provides intuitive project collaboration, planning, and scheduling capabilities, enabling users of all skill levels to easily manage and control projects. Oracle Fusion Project Management can be adopted by all organizations for any type of project work.</p>	
MODULE NAME:	Fusion Project Resource Management Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>With Oracle Project Resource Management Cloud, the State can optimize the allocation and utilization of their most precious resource: their people. Innovative and intuitive tools let resource managers and project managers ensure that the best-fit resource is identified and placed on each and every project assignment, to the benefit of the organization, the project resource, and the end customer, whether it be for internal or external billable/reimbursable projects. Highly visual, real-time dashboards allow resource managers and executives to monitor resource-related metrics at every level of the organization and take action to maximize utilization by allocating unassigned resources promptly and effectively.</p>	
MODULE NAME:	Fusion Task Management Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>Oracle Task Management Cloud lets organizations manage all work and related interactions in a consolidated place. Team members, challenged by the quantity of tasks they own, no longer have to track administrative and project work in different places since all tasks are managed and progressed in a single view. Project management is now extended to team members; to the people who do most</p>	



MODULE NAME:	Fusion Task Management Cloud Service
<p>of the work on the project and yet whose project needs have generally been overlooked. Collaboration with others is in the context of their tasks, so team members do not lose time searching for that instant message, email thread, or document associated with the work.</p>	

B91086 - Oracle Fusion Procurement Cloud Service

MODULE NAME:	Fusion Purchasing Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>Oracle Fusion Purchasing enables you to automate purchasing transactions and provides a robust work area for buying professionals to manage exceptions. You can execute routine transactions without manual intervention, increase productivity, and enforce compliance at every step. You can leverage supplier and agreement controls to automate purchase order creation from requisitions and communicate purchase orders to suppliers. This allows you to spend less time processing paper and spend more time discovering and exploiting new savings opportunities.</p>	

MODULE NAME:	Fusion Procurement Contracts Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>With Oracle Procurement Contracts Cloud, the State will gain complete visibility into agreements, shorten cycle-times, and manage compliance. A key part of Oracle's Procurement Cloud and Enterprise Contract Management solutions, Oracle Procurement Contracts Cloud is the modern application for superior contract lifecycle management.</p>	

MODULE NAME:	Fusion Self Service Purchasing Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>Oracle Fusion Self Service Procurement delivers a friendly user experience that is similar to the best consumer web sites. With little or no training, employees can easily search, use shopping lists, browse categories, and find what they need. This means that for most use cases, there is less for employees to learn and fewer barriers to success. You can also leverage advanced capabilities for instances where there are requirements such as one-time delivery, accounting splits and project accounting. Fusion Self Service Procurement's user experience and embedded training changes the dynamics of user acceptance. Ultimately this has a major impact on user satisfaction, which helps drive broader adoption, compliance, and savings.</p>	

MODULE NAME:	Fusion Sourcing Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>Oracle Fusion Sourcing inspires adoption and simplifies sourcing processes by providing users with step-by-step guidance throughout the negotiation lifecycle. It enables sourcing professionals to tailor negotiations to the organization's needs, leverage information from past events, and collaborate with subject matter experts from across the business. This reduces negotiation cycle times and accelerates the rate of realized savings.</p> <p>Oracle Fusion Sourcing's intuitive user experience also benefits suppliers. A comprehensive overview of sourcing activity makes it easy for suppliers to understand current status and to take action. Support for commonly used applications, such as spreadsheets, makes submitting bid responses very straightforward. And Oracle Fusion Sourcing even offers embedded online training that makes it easy for suppliers engage in every part of the sourcing processes. By reducing the effort to train users, Oracle Fusion Sourcing helps procurement organizations focus on what is important, getting the most value from strategic sourcing.</p>	



MODULE NAME:	Fusion Supplier Portal Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>With Oracle Fusion Supplier Portal, your suppliers gain access to a secure, integrated work area that provides full visibility to transactions, offers closed loop collaboration, and enables electronic invoicing. Instead of struggling with disparate systems, faxes, emails, or voice messages, suppliers can access a secure work area that provides a complete summary of all transactions that require attention. With just a few clicks, suppliers get the most current status of negotiations, agreements, purchase orders, advance shipment notifications, and invoices. By providing instant access to the most current information, you can enable them to better serve the State.</p>	
MODULE NAME:	Fusion Supplier Qualification Management Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>Oracle Fusion Supplier Qualification Management Cloud Service, an integral part of Oracle's Procurement Cloud solution, provides a complete solution for managing your suppliers' qualifications and capabilities, including monitoring compliance with the State's policies, requirements, and storing any supporting documentation.</p>	

B91064 - Oracle Fusion Supply Chain Execution Cloud Service

MODULE NAME:	Fusion Inventory Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>Oracle Fusion Inventory Management offers a complete materials management solution that enables the State to successfully manage the inbound flow of goods, inventory storage management and outbound order fulfillment. This ensures that the flow of material is optimized to meet customer demand in a cost-effective manner. The advanced Cost Management capabilities allow cost professionals to capture, track, and analyze costs associated with inventory items as they move through the supply chain.</p>	
MODULE NAME:	Fusion Maintenance Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>Oracle Maintenance Cloud enables effective and efficient maintenance operations. With shrinking margins and declining capital spending, companies need to operate their assets with greater efficiency, uptime, and effectiveness, while utilizing existing resources. An integrated asset management system is essential to achieve this. Built on a modern cloud platform, Oracle Maintenance Cloud leverage advances on the Internet of Things (IoT), Artificial Intelligence (AI), and Machine Learning (ML) to make smarter decisions and drive efficient maintenance operations in the cloud. Oracle Maintenance Cloud provides maintenance and integrated supply chain materials management and costing, embedded analytics and '2-click' ease of use, optimizing your maintenance processes and maximizing user productivity. Cloud, desktop, tablet, mobile, scanning, and social technologies are combined to provide a modern maintenance solution that enables you to efficiently plan and execute work, and achieve end-to-end visibility into your maintenance operations, all in the cloud.</p>	
MODULE NAME:	Fusion Manufacturing Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>The Oracle Cloud Manufacturing, a key component of the integrated Oracle Cloud Supply Chain Management, helps firms compete in today's global market by providing the latest tools to run their shop floor. With margins for products eroding and customer demands increasing, manufacturers must adopt modern best practices including Internet of Things (IoT) and Adaptive Intelligence (AI) to</p>	



MODULE NAME:	Fusion Manufacturing Cloud Service
<p>increase business agility and sustainability, enable insightful decision-making, and achieve more, with fewer resources. Built on a modern cloud platform, Manufacturing Cloud provides manufacturing and supply chain materials management with integrated and innovative cost management, embedded enterprise quality management, analytics, and '2-click' ease of use, enabling outstanding user productivity and excellent return on investment. Cloud, desktop, tablet, mobile, scanning, and social technologies are combined to provide a state-of-the-art solution for manufacturing companies, fully integrated with the rest of the Oracle Cloud Supply Chain and Financials products. Whether you execute mixed-mode in-house manufacturing or contract manufacturing – it can transform your business to Manufacturing 4.0.</p>	

B91055 - Oracle Fusion Order Management Cloud Service

MODULE NAME:	Fusion Order Management Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>Order Management Cloud is an application that enables organizations to manage customer orders accurately and efficiently across multiple order capture and fulfillment systems. The capture features allow orders to be entered directly, imported from external capture systems, or imported from external capture systems and then edited. Fulfillment capability then orchestrates the orders across multiple fulfillment systems, receives fulfillment status updates, and coordinates status updates back to the capture systems. The capture and fulfillment systems can be a mixture of cloud or on-premise. As the collection point between capture and fulfillment systems, Order Management Cloud serves as an order hub across the order-to-cash process to centrally manage capture and fulfillment orchestration policies, view order status, and manage exceptions.</p>	

B91074 - Oracle Enterprise Performance Management Enterprise Cloud Service

MODULE NAME:	Enterprise Planning and Budgeting Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>Oracle Enterprise Planning and Budgeting Cloud Service is a match for the way you run your business. The solution strikes the ideal balance between providing built-in best practices while maintaining high configurability. It is the best of both worlds in a single solution. Some planning tools strive for simplicity. Others strive for flexibility. This solution accomplishes both by providing an innovative configuration framework that can be used out-of-the-box or further enriched for your unique requirements – all while maintaining the ease and upgradability of a cloud-based planning solution.</p>	

MODULE NAME:	Enterprise Performance Reporting Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
<p>Oracle Enterprise Performance Reporting Cloud is a purpose-built solution in the Cloud for management and narrative reporting. It provides a secure, collaborative, process-driven approach for defining, authoring, reviewing, and publishing financial and management report packages for internal and external stakeholders. Today, most performance reporting processes are manual and ad hoc. Monthly or quarterly fire drills are endured to get report packages delivered to your stakeholders. The effort is manual and time-consuming, with flawed processes and inefficient collaboration. Errors are made in combining data (what) with narrative (who, when, why), especially when data is reentered into reports. In addition, organizations lack the ability to analyze the data to</p>	



MODULE NAME:	Enterprise Performance Reporting Cloud Service
validate the narrative. The disconnected process means it is difficult to bring subject matter experts into the process for centralized commentary on content. Tracking progress and determining who is responsible for individual areas of content can be difficult. Content should be auditable, and access to that content should be limited.	
MODULE NAME:	Profitability and Cost Management Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
Oracle Profitability and Cost Management Cloud provides actionable insight into allocation-based business processes by seamlessly combining data from the general ledger and other financial systems with data from operational systems. The solution provides the transparency needed to support analysis within today's complex enterprises. Oracle Profitability and Cost Management Cloud includes robust data management capabilities that enable business users to easily map financial and operational data together. It provides a central hub for automating all allocation-based business processes. The solution is purpose-built for the multi-tiered allocations typically required by today's complex business environments and provides a best practice framework to make model-building easy and consistent, with excellent performance.	
MODULE NAME:	Account Reconciliation Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
Account Reconciliation is a purpose-built business process available in the Oracle EPM Cloud designed to manage the global reconciliation process. It provides real-time visibility into the performance of reconciliations, ensuring that all reconciliations prepared are properly qualified. It also helps companies streamline and optimize performance by automating certain reconciliation tasks, including high volume transactional reconciliations and variance analysis. Account Reconciliation includes two modules: Reconciliation Compliance and Transaction Matching.	
MODULE NAME:	Financial Close and Consolidation Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
Financial Consolidation and Close is a purpose-built business process available in the Oracle EPM Cloud for both effectively and efficiently managing Consolidation and Close, end-to-end. No matter what the size of company, organizations can have 100% confidence in their financial consolidation, close and reporting processes. Financial Consolidation and Close helps ensure that processes are dependable and correct, timely, transparent, streamlined, efficient, compliant and auditable.	

B88773 - Enterprise Data Management CS 1000 Records

MODULE NAME:	Enterprise Data Management Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
Oracle's solution includes built-in capabilities for data management, supporting the management and maintenance of data models (aka application metadata). This includes the State's current data structure in FAMIS as well as the UCOA, and UFF. Our capabilities for change management will support the governance process currently under development and supports all stages of a change request including modeling the impact, reviews, approvals, and committing the change. Once changes are committed, they will reflect in all connected systems. A complete audit record of changes is available within the system as well. Oracle's data management capabilities are application-agnostic and work with Cloud and On-Premises solutions. Oracle's solutions support data residing in systems belonging to state agencies that can easily be rolled up from the minor source object code level into their corresponding major source object code levels. This will ensure	



MODULE NAME:	Enterprise Data Management Cloud Service
consistency between your legacy system FAMIS (Until retired), our solutions, and any third-party or custom solution. As the State reaches the additional phases of the project, Oracle can extend data governance to new and existing applications supporting various business functions.	

B91085 - Oracle Fusion Risk Management Cloud Service

MODULE NAME:	Oracle Fusion Risk Management Cloud Service Includes Fusion Advanced Access Controls Cloud Service, Fusion Advanced Financial Controls Cloud Service, and Fusion Financial Reporting Compliance Cloud Service
NARRATIVE DESCRIPTION OF MAJOR FUNCTIONS	
Oracle Risk Management is a module within Oracle ERP Cloud to manage risks and meet compliance and privacy mandates (SOD, SOX, and GDPR, etc.). Risk Cloud subscribers can automate analysis, monitoring and control of ERP security, configurations, and transactions. Risk Cloud uses modern data science and AI techniques to help design secure roles, resolve Segregation of Duties (SOD) conflicts, monitor sensitive configurations, and detect suspicious transactions to protect against payment fraud and error. ERP Cloud users can use these AI-driven risk analysis tools to accelerate implementations, anticipate ERP risks, provide actionable insights, simulate, track remediation solutions, and streamline compliance.	

Third Party Software Solutions

RFID and Barcode

The State identifies the need for barcode and RFID in the Optional Requirements number 4 and 6 of the Asset Inventory tab. The Oracle system can track the asset inventory, but the actual scanning and barcode business processes are accomplished by a third-party. The preferred third-party for this business process is RF Smart (<https://www.rfsmart.com/oracle-scm-cloud>).

CherryRoad has partnered with clients to onboard RFID and barcode scanners. We have found that these requirements alone take a great deal of discovery and process to ensure the correct fit for the client.

CherryRoad is, therefore, recommending that if the State were to need this functionality we could, at the appropriate time of the procurement setup meetings, obtain additional information and subsequently demo the hardware/software from RFSmart for the State.

Credit Card Processing

The State identifies a need for credit card processing in the Core Requirements, number 17 and 20 of the Accounts Receivable tab, and 80 and 83 of the Cash Management tab. Oracle Cloud can accommodate the accounting for the transaction but requires a third-party for the actual credit card processing.



CherryRoad is recommending CyberSource (<https://www.cybersource.com/en-us.html>) for the credit card processing. The CyberSource pricing has been included in the CherryRoad proposal.

Debt and Bond Management

CherryRoad is partnering with Kyriba for Debt and Bond Management. Kyriba provides CFOs and treasurers with the visibility and reporting they need to optimize cash and liquidity, control bank accounts, deliver compliance and better manage in-house banking, and financial transactions.

Historical Filing Cabinet

The Historical Filing Cabinet addresses the multiple challenges that clients face when implementing new ERP systems. In many cases, public sector entities are required by law to retain many years of financial and HR related data. Our solution gives one highly secure centralized repository to house legacy data and ultimately allow our clients to decommission disparate older systems. Our technology is compatible with any ERP solution and is built on CherryRoad's private cloud. Our robust infrastructure and storage models give the market confidence that we can meet the demands for high volumes of historical data. With our simple user interface and custom flexible reporting, client administrators are able to retrieve data fast and easy. CherryRoad realizes user experience is everything and we have built this solution with a modern look and feel. The simple and powerful data query capabilities, drag and drop report builder, easy to view dashboard, and various chart types gives users the positive experience to do their jobs.

Functional Requirements - Core Phase

CherryRoad's proposed Oracle Cloud solution is a leading SaaS solution that aligns closely with the State's EFS requirements listed in Appendix A-1: Core Phase Requirements. The requirements listed in the Core Phase requirements are categorized as follows:

- General Ledger
- Encumbrances
- Accounts Payable
- Accounts Receivable
- Cash Management
- Purchasing
- Data Warehouse

CherryRoad has provided a completed Appendix A-1 in our proposal response. For each requirement, the response provides the method in which the requirement will be met with the proposed Oracle Cloud Applications solution. The CherryRoad approach for completing the



implementation of the Core Phase requirements can be found in these sections of the proposal response:

- Hawaii EFS Implementation Methodology – Evaluation Criteria 4
- Hawaii EFS Implementation Plan and Project Schedule - Evaluation Criteria 5
- Hawaii EFS Project Team and Staffing Plan – Evaluation Criteria 2

Functional Requirements – Expansion Phase

CherryRoad's proposed Oracle Cloud solution is a leading SaaS solution that aligns closely with the State's EFS requirements listed in Appendix A-1: Expansion Phase Requirements. The requirements listed in the Expansion Phase requirements are categorized as follows:

- Projects
- Appropriations
- Budget
- Travel
- eProcurement Interface
- Grant Management
- Bonds

CherryRoad has provided a completed Appendix A-2 in our proposal response. For each requirement, the response provides the method in which the requirement will be met with the proposed Oracle Cloud Applications solution. The CherryRoad approach for completing the implementation of the Expansion Phase requirements can be found in these sections of the proposal response:

- Hawaii EFS Implementation Methodology – Evaluation Criteria 4
- Hawaii EFS Implementation Plan and Project Schedule - Evaluation Criteria 5
- Hawaii EFS Project Team and Staffing Plan – Evaluation Criteria 2

Functional Requirements – Optional Phase

CherryRoad's proposed Oracle Cloud solution is a leading SaaS solution that aligns closely with the State's EFS requirements listed in Appendix B: Optional Phase Requirements. The requirements listed in the Optional Phase requirements are categorized as follows:

- Investments
- Asset Inventory

CherryRoad has provided a completed Appendix B in our proposal response. For each requirement, the response provides the method in which the requirement will be met with the proposed Oracle Cloud Applications solution. The CherryRoad approach for completing the



implementation of the Optional Phase requirements can be found in these sections of the proposal response:

- Hawaii EFS Implementation Methodology – Evaluation Criteria 4
- Hawaii EFS Implementation Plan and Project Schedule – Evaluation Criteria 5
- Hawaii EFS Project Team and Staffing Plan – Evaluation Criteria 2



Evaluation Criteria 4: Business Solution – Technical Requirements

k. Demonstration of proposed solution.

In Evaluation Criteria 3: Business Solution – Functional Requirements the CherryRoad proposal focused on the best practice integrated business processes delivered with the Oracle Cloud Applications. In this Evaluation Criteria 4: Business Solution – Technical Requirements section, our proposal highlights the Oracle Cloud technical components and capabilities behind the application.

INNOVATIVE PLATFORM – Oracle Cloud Applications are fully powered by Oracle’s purpose-built cloud infrastructure and integrated with our leading platform technologies such as machine learning, workforce bots, autonomous database, embedded analytics, and the Internet of Things. Unlike other cloud solutions, Oracle is not dependent on any other vendors to support the full cloud technology stack, thereby reducing risk, complexity, and cost.

Designed from the ground up, using the latest technology advances and incorporating best practices gathered from thousands of customers, Oracle Cloud Applications are completely open, service-enabled enterprise applications. Built on a foundation of 100% standards-based middleware, using a service-oriented-architecture approach and a common data model, Oracle Cloud Applications set a new standard for the way you innovate, work, and adopt technology.

PRIVACY AND SECURITY – Security is an important factor when considering cloud applications and Oracle meets or exceeds a number of security certifications. For example, Oracle has received a HIPAA attestation for our Oracle Cloud Applications demonstrating that its SaaS solutions meet the requirements established by the U.S. Department of Health and Human Services. HIPAA attestations affirm the proper saving, accessing, and sharing of individual medical and personal information, as well as compliance national security standards to protect health data created, received, maintained, or transmitted electronically. Oracle Cloud Applications also secure personally identifiable information (PII) in the user interface and the database. PII attributes have degrees of sensitivity, they can be confidential (such as taxpayer ID and credit card numbers) or not (such as person name and email address). Security role definitions carry authorization to access PII attributes. Additionally, network encryption provides protections of PII data in transit.

CLOUD SUPPORT – Oracle has well-defined Support policies, as outlined in section 5 of the Oracle Cloud Enterprise Hosting and Delivery Policies. More information on our Support can be found in Section II question H, or by accessing the following document for details:
<http://www.oracle.com/us/corporate/contracts/ocloud-hosting-delivery-policies-3089853.pdf>

The above URL describes how support is available 24x7x365, and the State can access support via phone, email, chat, and online portals.



Development Strategy

Oracle has extensive resources that drive innovation, including a budget of over \$6 billion in research and development. Oracle is committed to delivering features and functionality that meet our customers' needs, including industry specific requirements. Oracle has a dedicated team that track enhancements specific to the public sector that helps guide the strategy and future development of the application. Enhancements are identified through various means including ideas submitted through customer connect by active users of the application. Each year there are four quarterly releases that include new features and functionality that can be either specific to an industry, such as public sector, or leveraged by all users of the application. In 2020 alone, there were over 180 new features delivered over the four quarterly releases.

Oracle's long-term direction is continuous development, enhancement, and expansion of our Cloud suite of Software as a Service (SaaS), Platform as a Service (PaaS), and Infrastructure as a Service (IaaS) offerings. The State could select any traditional on-premises application and have a vendor host it. Some would call this a Cloud deployment. But a true Cloud deployment offers the advantages of the latest technology/infrastructure, continuous upgrades/improvements, and rapid adoption of new features as they emerge.

Major releases occur approximately four times a year. Interim releases for fixes are released as needed. Since Oracle is responsible for applying updates, the State is relieved of the burden to apply fixes and upgrades to the software. Since enhancements occur much more frequently in the Cloud, Oracle is comfortable sharing their product direction. The illustrations below show the Enterprise Resource Planning, Procurement, Project Portfolio Management, and the Enterprise Performance Management suites.



Oracle Fusion Cloud Applications Suite

Roadmap: Financials and Risk Management & Compliance



The above is intended to outline our general product direction. It is intended for information purposes only and may not be incorporated into any contract. It is not a commitment to deliver any material, code, or functionality, and should not be relied upon in making purchasing decisions. The development, release, timing, and pricing of any features or functionality described for Oracle's products may change and remains at the sole discretion of Oracle Corporation.

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Oracle Fusion Cloud Applications Suite

Roadmap: Procurement



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Oracle Fusion Cloud Applications Suite

Roadmap: Project Management



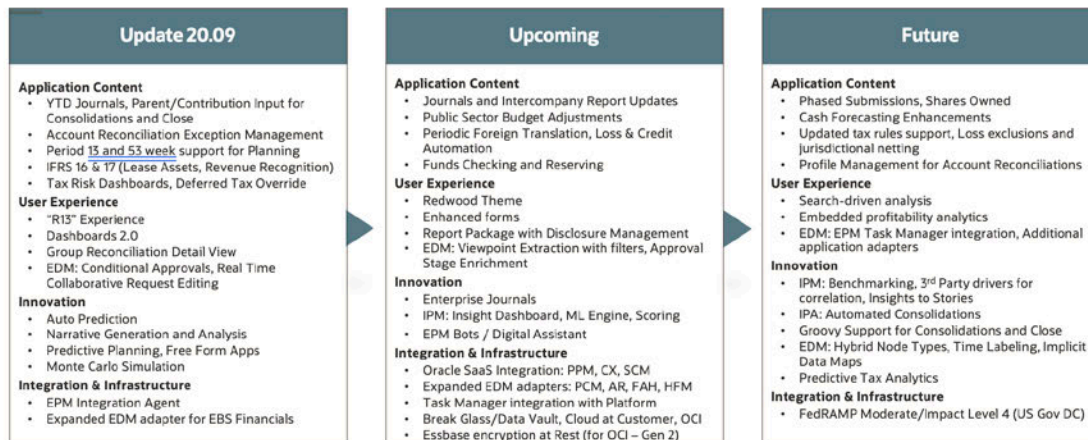
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Oracle Fusion Cloud Applications Suite

Roadmap: Enterprise Performance Management



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Emerging Technologies

ARTIFICIAL INTELLIGENCE AND MACHINE LEARNING – Artificial Intelligence and Machine Learning is predicted to have a major impact on how finance professionals interact with business applications. Machine Learning is based on algorithms that can learn from data without relying on rules-based programming. In Finance, process automation along with Machine Learning is expected to transform the way people interact with systems. Processes such as inventory management, audit, fraud detection, period/year end closing, and account reconciliation are being transformed. Finance professionals will be freed from repetitive tasks to focus on analytics and taking action on anomalies. Oracle has already begun including these capabilities in our Adaptive Intelligent Applications. Examples of Oracle applications can be viewed using this link: https://cloud.oracle.com/en_US/adaptive-intelligent-apps

CHATBOTS/DIGITAL ASSISTANT – A Chatbot is a way people can interact with computer applications in a simple conversational manner. Most people already have some experience with this – think Siri or Alexa. For business applications, Chatbots streamline processing and allow people to be more efficient. Questions can include inquiring on account balances or inventory levels, leave balances or the number of applicants for a critical vacancy. Oracle is already including this functionality in our applications. To learn more, please view a video about Chatbots using this link: <https://video.oracle.com/detail/videos/featured-videos/video/5403853473001>

BLOCKCHAIN – This new technology is expected to have a tremendous impact on the finance world. Blockchain is in essence a ledger that allows two or more parties to interact. Each transaction is a block. As parties participate, they leave their own blocks. The transactions are secure and cannot be altered. Blockchain is expected to support transactions such as financial settlement, contract exchange and even voting or property records. Oracle is one of the first companies to create a tool for developing Blockchain applications. For more information on Blockchain and Oracle's approach, please use this link: <https://www.oracle.com/cloud/blockchain/index.html>

PREDICTIVE ANALYTICS – Big Data and the Internet of Things (IOT) can all serve to enable Predictive Analytics. This capability can dramatically improve processes such as equipment, fleet and asset monitoring and maintenance. Managers will not only now what has and is happening with a device, Predictive Analytics can alert them to a potential problem before one even occurs. For more information, please view this link: <https://www.oracle.com/corporate/pressrelease/oracle-iot-cloud-apps-021317.html>

ORACLE ANALYTICS CLOUD – Oracle Analytics Cloud is a single and complete platform that empowers your entire organization to ask any question of any data—across any environment, on any device. It fits into your ecosystem, enabling analysis in the cloud while also providing easy access to any data source. The result is the best use of all your data—no matter where it is. Oracle Analytics Cloud provides a variety of options for intelligent analysis without being overwhelming to deploy and manage, making it an effective way to engage more people in analysis and extend your organization's expertise. Oracle Analytics Cloud combines



existing and new services to deliver the industry's most comprehensive analytics in the cloud. This delivers industry-standard capabilities as well as new ways to capitalize on your organization's collective intelligence. It provides everything you need for analytic agility, from fast, fluid self-service discovery to simple-yet-sophisticated data loading and blending, powerful inline data prep, data enrichment, automatic visualizations, data storytelling, instant mobile with full authoring, easy and extensible advanced analytics, and more.

Technical Requirements - Technical Architecture

The CherryRoad proposed Oracle Cloud solution is a leading SaaS solution that aligns closely with the State's EFS requirements listed in tab 4 Technical Architecture of RFP Appendix C: Technical Requirements. The requirements listed in the Technical Architecture tab are categorized as follows:

- General
- Application Architecture
- Database Architecture
- Infrastructure
- Integration Architecture
- System Administration Toolkit

CherryRoad has provided a completed Appendix C in our proposal response. For each requirement, the response provides the method in which the requirement will be met with the proposed Oracle Cloud solution. Below we have identified some of the key characteristics of the Oracle Cloud solution that will be utilized in meeting the States' EFS Technical Architecture requirements.

Application Architecture, Database Architecture, Infrastructure

Oracle deploys the Oracle Cloud Services on resilient computing infrastructure designed to maintain service availability and continuity in the case of an incident affecting the services. Data centers retained by Oracle to host Oracle Cloud Services have component and power redundancy with backup generators in place, and Oracle may incorporate redundancy in one or more layers, including network infrastructure, program servers, database servers, and/or storage.

While other cloud-based systems are composed of the vendor's application running on a third-party data infrastructure, Oracle uniquely owns and manages the entire infrastructure of its cloud applications: from the application to the middleware, database, operating system, and hardware. This means the State benefits from a robust, international standards-compliant information security architecture that is tightly woven through every layer of the service, from access management in the application layer down to the embassy-grade physical security in data centers.



Oracle Cloud Applications leverage the next generation tenancy model, which we refer to as 'Advanced Virtualized Tenancy.' In this model, each customer accesses their own private database instance, not a database shared with other cloud customers. Our customers still enjoy the advantages and benefits of the cloud in terms of broad network access, hardware resource pooling for unlimited performance and rapid elasticity for unexpected demand. Oracle engineered its Cloud on its own highly performance hardware and leading technology, offering the best possible performance and security-controlled environment.

The benefits of this approach, apart from securing the customer's data are:

- Simple, subscription-based pricing ensuring lower initial costs, deployment on preconfigured environments, and faster time to benefit.
- Virtualized segregation of your data so that only you can access them.
- With virtualization, Oracle is able to scale the resources allocated to each customer individually. Oracle monitors the resources with Enterprise Manager and is thus able to adapt allocated resources.

Integration Architecture

Oracle offers multiple ways to integrate Oracle Cloud Applications with the State's existing infrastructure and information technology assets, whether integrations call for real-time or batch interaction. These toolsets support real-time integration via web services, and bulk data styles of integration via flat-files and spreadsheets.

Inbound file-based integration – The State can use File-based Loader or Spreadsheet Loader as a powerful and efficient method of importing bulk data into Oracle Cloud Applications. The upload process can be scheduled to reduce manual intervention in the integration process. In addition, File-based Loader and Spreadsheet Loader leverage the core business objects that serve as the foundation for the Cloud solution—meaning that all edits, business rules and validation logic that an online user would be subject to also govern all data being loaded into the Cloud Applications as well. Spreadsheet Loader allows business users to work with data within a familiar Excel format and upload bulk data into the system.

Outbound file-based integration – Oracle Cloud provides data extraction tools that can be scheduled to run to automate the data extraction and delivery process. Oracle Transactional Business Intelligence (OTBI) – Oracle Cloud Applications support data export by leveraging OTBI and Business Intelligence Publisher (BIP) for ERP to export any data of their Oracle Cloud. Users create export data sets based on queries. BIP offers the ability to export data into a variety of different formats, multiple delivery methods, data encryption, and scheduling capabilities to automate the entire process.



System Administration Toolkit

Configuration tools also ensure that any work undertaken will be upgrade safe and will not impact the standard Oracle ERP Cloud delivered solution. Our strong tailor-ability lies in the usage of **metadata** objects and **services** in the heart of our architecture. Changes and extensions to the application are stored as new layers over the delivered objects, allowing for flexibility in a fully upgrade-safe manner.

Extension of Oracle ERP Cloud Services data model is made easy by Flexfield functionality and the web-based Page, Workflow, Alerts, and Report composers.

Technical Requirements - Solution Architecture

The CherryRoad proposed Oracle Cloud solution is a leading SaaS solution that aligns closely with the State's EFS requirements listed in tab 5 Solution Architecture of RFP Appendix C: Technical Requirements. The requirements listed in the Solution Architecture tab are categorized as follows:

- Scalability
- System Flexibility
- Security and Authentication
- Audit
- Data Storage & Archiving
- System Capacity & Performance
- Business Continuity & Disaster Recovery

CherryRoad has provided a completed Appendix C in our proposal response. For each requirement, the response provides the method in which the requirement will be met with the proposed Oracle Cloud solution. Below we have identified some of the key characteristics of the Oracle Cloud solution that will be utilized in meeting the State's EFS Solution Architecture requirements.

Scalability

Oracle deploys the Oracle Cloud Services on resilient computing infrastructure designed to maintain service availability and continuity in the case of an incident affecting the services. Data centers retained by Oracle to host Oracle Cloud Services have component and power redundancy with backup generators in place, and Oracle may incorporate redundancy in one or more layers, including network infrastructure, program servers, database servers, and/or storage.



System Flexibility

Oracle Cloud allows the State to add User-Defined Fields to its Oracle Cloud Application quickly, easily and without coding. These User-Defined fields (called flexfields) are a part of the Oracle Cloud Application architecture. Flexfields are extensible sets of fields associated with business objects which can be placed on application pages. The State can use flexfields to extend business objects and meet data management requirements without changing the data model or performing any database programming. In addition, flexfields are available for use in analyses and reporting, as well as workflow approval rules, with integration API's.

Security and Authentication

Oracle supports the use of SAML tokens for authorization into the Oracle Cloud Applications. The product allows the use of single sign-on with Security Assertion Markup Language (SAML) 2.0 security standards, so the County can choose to use its existing Identity Management System or Oracle's or 27 other SAML providers such as Microsoft (ADFS and Azure), Google, Okta, SiteMinder®, or any other SAML 2.0 compliant identity service.

The Oracle Cloud leverages the security principle of least privilege using the industry best practice of role-based access control (RBAC). Using RBAC, application administrators control access to application functions and data (create, read, update, delete), ensuring that a given user only sees systems functions and rows of data pertinent to his/her job. Administrators configure job roles which map to job functions (duties) and data privileges. Application users are then mapped to the appropriate job roles for their respective positions, thereby enabling the user to execute the necessary tasks for their position. These assignments can also be setup to 'AutoProvision;' for example, mapping rules can be invoked automatically when a user hires or transfers into a specific position. Using RBAC greatly simplifies the process of adding users or changing a user's department or organization. It also increases security by ensuring that one central location and method is used to quickly and easily grant/revoke access to corporate applications.

Audit

Customers may also configure audit policies to select specific business objects and attributes to be audited. Audit enables tracking the change history of attributes of a business object. However, those objects and their attributes must be selected for audit and auditing must be enabled for that application. The State's configuration settings determine which attributes to audit for a given object, and when the audit starts and ends. Auditing takes into account all the operations performed on an object and its attributes, such as create, update, and delete.



System Capacity & Performance

The Oracle Cloud Infrastructure Block Volume Storage service lets the State dynamically provision and manage block storage volumes. You can create, attach, connect, and move volumes as needed to meet storage and application requirements. After attaching and connecting a volume to an instance, you can use the volume like a regular hard drive. You can also disconnect a volume and attach it to another instance without the loss of data. The Oracle Cloud Infrastructure Block Volume Storage service by default provides block storage volumes with balanced performance that is suitable for most workloads. You have the flexibility to adjust the price and performance of the volume at any time, by adding or removing Oracle Cloud Infrastructure Block Volume Performance – units.

Business Continuity and Disaster Recovery

Oracle will commence its Disaster Recovery plan to recover the production environments of the affected Cloud Services in accordance with the following RTO and RPO Objectives. Production services may operate in a degraded state of performance for the duration of the disaster event. The RTO is 12 hours. The RPO is 1 hour.

Technical Requirements - Solution Technology

The CherryRoad proposed Oracle Cloud solution is a leading SaaS solution that aligns closely with the Hawaii EFS requirements listed in tab 6 Solution Technology of RFP Appendix C: Technical Requirements. The requirements listed in the Solution Technology tab are categorized as follows:

- Workflow Processing
- Reporting, Business Intelligence, & Data Warehouse
- Content/Document Management & Imaging
- End User Interface
- Data Entry Support & On-line help

CherryRoad has provided a completed Appendix C in our proposal response. For each requirement, the response provides the method in which the requirement will be met with the proposed Oracle Cloud solution. Below we have identified some of the key characteristics of the Oracle Cloud solution that will be utilized in meeting the Hawaii EFS Solution Technology requirements.

Workflow Processing

Oracle Cloud leverages a standards-based workflow service to deliver a robust Workflow and Approvals engine that enables complex rules and routings. We deliver workflows out of the box which can be further configured as needed. Multi-level approvals may be defined based on supervisor or position hierarchies, and tasks may be accessed by emails or worklists.



Reporting, Business Intelligence, & Data Warehouse

Oracle Cloud provides predefined analyses, dashboards, and reports that help the State meet financial and business intelligence requirements. With the embedded reporting tools, you can run, view, and build user-defined or real-time analytics and reports. Oracle provides a flexible and easy-to-use analysis tool that helps the State to gain real-time insight into transactional data, understand data patterns, and be alerted to key events and data anomalies. Oracle puts reporting in the hands of business users with robust ad hoc reporting, role-based dashboards, data visualization, and self-service information delivery.

Application User Interface

Application User Interface and common data model provide a common foundation that enables the standardization required for consistency with modern built-in best practices that allow the State to grow over time and get faster time to value. Oracle's Cloud solution provides shared technology, a common modern user interface, secure unified data model, and universal reporting and analytics. Oracle, as the State's common platform provider, also helps the State reduce costs and streamline IT operations with a single set of cloud engagement processes, SLA's, unified security policies, as well as simplified change management with synchronized and flexible updates across our cloud services.

On-line Application and User Help

Oracle Help Center – The Oracle Help Center contains guides, videos, release content, and other resources for Oracle Applications Cloud. The State can use the URL to open the Oracle Help Center home page or get to the Help Center from Applications Help. All of these resources and more on the Oracle Help Center can be found at the following URL:
<https://docs.oracle.com/en/cloud/saas/index.html>.

This also includes access to Oracle Launchpad. Oracle LaunchPad is a free and easy way for end users, administrators, and implementers to start learning about Oracle Cloud applications. Access the latest digital training on thousands of topics spanning the Oracle Cloud application portfolio. Quickly search and learn about cloud topics of interest. Follow a learning path, practice, take quizzes, score points, earn badges, advance your rank, and check your personalized dashboard.

Oracle Cloud Customer Connect – Oracle Cloud Customer Connect is a community gathering place for collaboration spanning several solutions. Whether you are looking for the latest release information for Human Capital Management solutions, upcoming events related to Enterprise Resource Planning, answers to use-case questions specific to Supply Chain Management, or executive messaging on Customer Experience, our community is your one-stop-shop.



Technical Requirements – Hawaii EFS Implementation

CherryRoad Hawaii EFS Implementation Methodology

- b. The methodology toward implementing and tracking the success of deliverables including milestones;*
- c. A clear understanding of the statement of work required for the project, with a work plan that will ensure the achievement of task objectives;*
- e. A viable transition plan with contingency planning and established milestones;*
- f. An integrated plan that expands outreach to targeted audiences;*
- g. An overall effective strategy that accomplishes all project goals as outlined in the Statement of Work;*

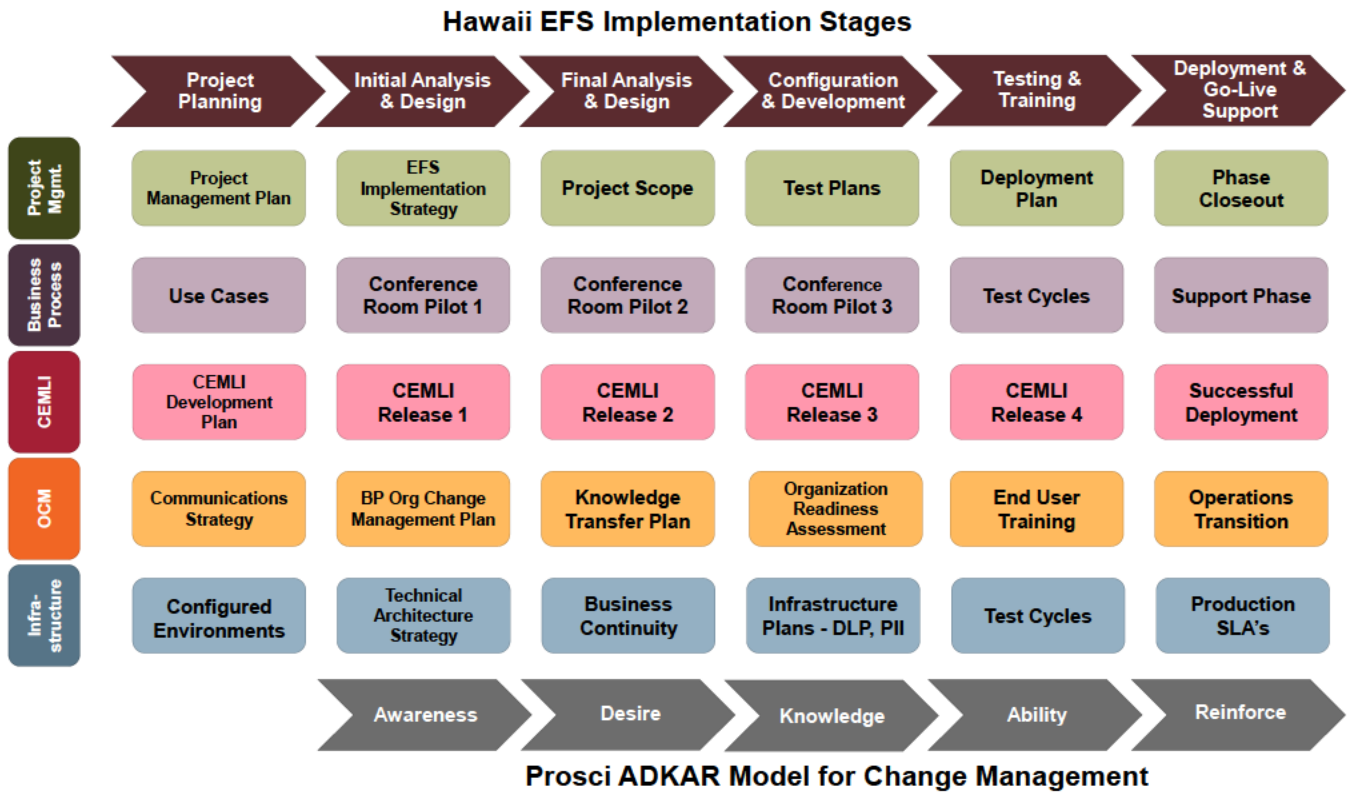
The CherryRoad proposed EFS implementation methodology the State's Oracle Cloud project has been tailored to meet the unique requirements of implementing cloud applications for our government customers. The methodology is scalable, adjusting for the size and diversity of stakeholders; it is repeatable, providing consistent structure and activities across diverse initiatives; and it is flexible, where implementation activities and priorities can be adjusted based on individual customer requirements.

The structure of the CherryRoad Oracle Cloud implementation methodology is based largely on Oracle's Unified Method (OUM) with accommodations for improved decision making, focus on operational knowledge transfer, development of business process centric end user training, and an alignment of project tasks with the Prosci ADKAR® Model for change management. Early and frequent exposure of the State's project team members and stakeholders to the Oracle Cloud applications and its native best practice business processes improves the speed and accuracy of decision making. Integration of the CherryRoad learning management system (LMS) increases the quality and availability of training and knowledge transfer resources during the project, as well as during the operational period following Go-Live.

Alignment of the CherryRoad Oracle Cloud implementation methodology with the lifecycle of change as defined by the Prosci ADKAR® Model – Awareness, Desire, Knowledge, Ability, Reinforcement – will allow the change management approach to accelerate the State's transition by enabling lasting acceptance of change at the individual employee level. These aspects of the proposed cloud implementation methodology are differentiators that will deliver success across the Hawaii EFS project phases.



Figure 8. Oracle Cloud Implementation Methodology for Hawaii EFS



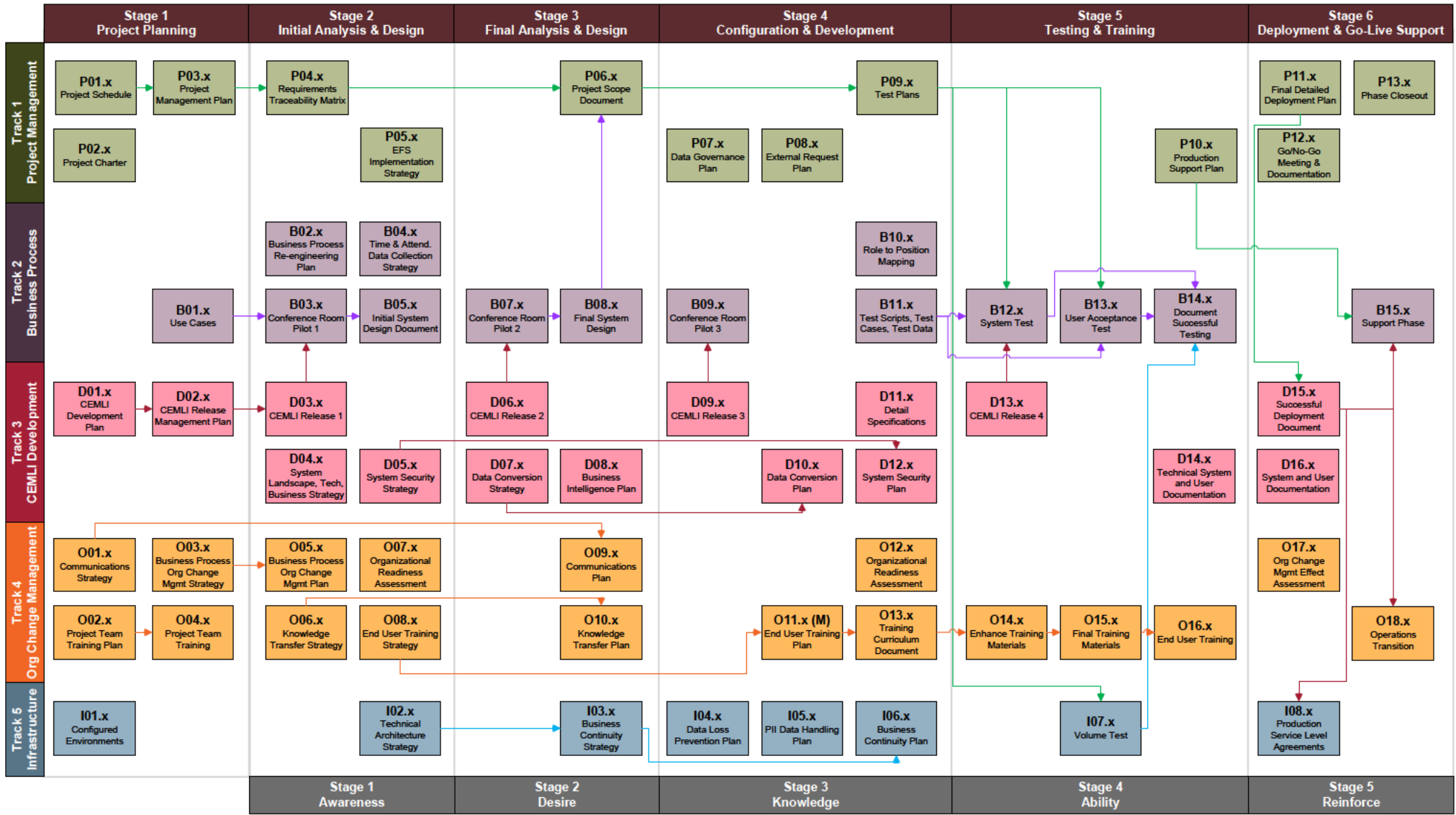
The graphic above depicts the CherryRoad Oracle Cloud implementation methodology proposed for the Hawaii EFS project. The methodology is structured in a fashion that is repeatable, allowing the implementation tasks to be duplicated across multiple implementation phases (i.e., Core, Expansion, Optional) within a single project. Across the top, left to right, the methodology includes six stages of implementation – Project Planning, Initial Analysis & Design, Final Analysis & Design, Configuration & Development, Testing & Training, and Deployment & Go-Live Support. These project stages correlate to the stages of the Prosci ADKAR[®] Model for change management across the bottom, left to right - Awareness, Desire, Knowledge, Ability, Reinforcement. The CherryRoad team will complete each of the deliverables listed in Appendix D: Implementation Services Requirements along with several additional deliverables that are specific to the CherryRoad Oracle Cloud Implementation approach. The boxes within the diagram represent key deliverables that will be completed by the project team over the course of implementation. Lastly, the left most column lists the implementation tracks – Project Management, Business Process, CEMLI Development, Organizational Change Management, Infrastructure – indicating the project team resources primarily responsible for facilitating completion of the deliverables and other implementation tasks within the track. These implementation tracks correlate with the CherryRoad project team organization chart included in Evaluation Criteria 2: Project Organization and Staffing.



The Oracle Cloud Implementation Methodology for EFS graphic provides a high-level depiction of the CherryRoad implementation approach. In building our proposed implementation plan, the CherryRoad team has taken each of the deliverables listed in Appendix D: Implementation Services Requirements, and the Oracle Cloud specific deliverables mentioned above and have developed an initial work breakdown structure (WBS). Evaluation Criteria 5: Business Solution – Implementation Requirements includes the detail proposed project schedule with the WBS ID included for each task. The following diagram provides a graphical depiction of the Hawaii EFS work breakdown structure consistent with the Oracle Cloud Implementation Methodology graphic.



Figure 9. Hawaii EFS Work Breakdown Structure Diagram





Project Management Track

The project management track within the Oracle Cloud implementation methodology for Hawaii EFS includes tasks required to plan for and manage the Oracle Cloud application implementation. The CherryRoad implementation approach has been built upon project management best practices outlined in the Project Management Body of Knowledge (PMBOK). This includes project management processes such as scope management, risk management, quality management, and resource management.

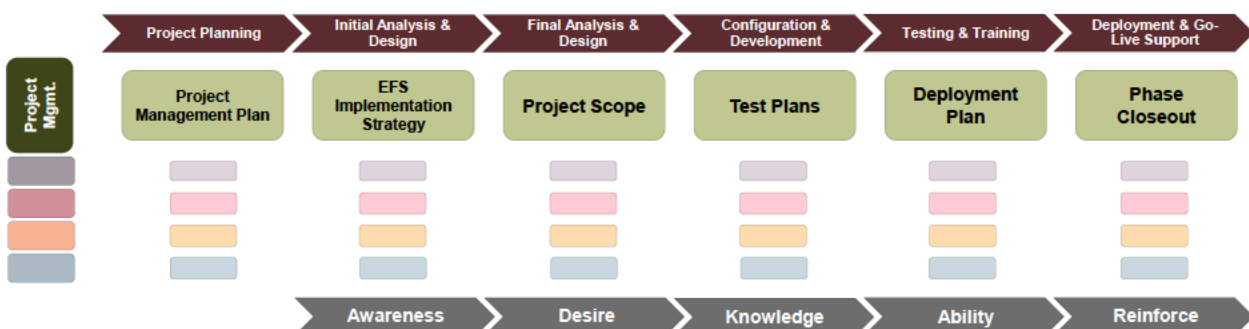
The table below lists each of the deliverables from Appendix D: Implementation Services Requirements that are assigned to the project management implementation track, and additional deliverables the CherryRoad team has added for the Hawaii EFS project.

PROJECT MANAGEMENT TRACK DELIVERABLES	
P01.x Project Schedule	P08.x External Request Plan
P02.x Project Charter	P09.x Test Plans
P03.x Project Management Plan	P10.x Production Support Plan
P04.x Requirement Traceability Matrix	P11.x Final Detailed Deployment Plan
P05.x EFS Implementation Strategy	P12.x Go/No-Go Meeting & Documentation
P06.x Project Scope Document*	P13.x Phase Closeout
P07.x Data Governance Plan	
*Added by CherryRoad Technologies to minimum list of deliverables.	

Each deliverable is assigned a deliverable ID that will be used to reference the deliverable in the project schedule, project status reports, etc. As indicated in Appendix D, deliverables will be repeated across EFS implementation phases, which is also accounted for in the deliverable ID naming convention (i.e., P01.1 Project Schedule Core Phase, P01.2 Project Schedule Expansion Phase, P01.3 Project Schedule Optional Phase).

The CherryRoad project management team resources identified in Evaluation Criteria 2: Project Organization and Staffing will be primarily responsible for completing the Project Management deliverables in collaboration with State project management resources. The graphic below depicts the key project management track deliverables to be completed during each of the six Hawaii EFS implementation stages.

Figure 10. Project Management Track Key Deliverables





The Hawaii EFS implementation approach requires efficient and accurate decision making, which can only be achieved through a highly functioning team with strong leadership. The priority of project management will be to coordinate the execution of the implementation plan, exercising each of the project management processes as required by the project. To this end, the CherryRoad project manager will work collaboratively with the State’s project leadership to plan for and manage the Oracle Cloud implementation process.

The tasks included in the project management track are based upon project management best practices. Several core planning deliverables are central to the project management track including a project management plan, project schedule, and test plan.

Project Management Track Key Deliverables

There are six key project management track deliverables. The table below lists those project management track key deliverable descriptions and who (State or CherryRoad) is responsible for leading the completion of the deliverable.

DELIVERABLE	DESCRIPTION	LEAD
P03.x Project Management Plan	The Project Management Plan deliverable establishes the project management processes to ensure the project team functions with effectiveness and efficiency throughout the project. The Project Management Plan will define the tools and processes for scope management, schedule management, quality assurance, risk and issue management, resource management, and communications management for the project.	CherryRoad
P05.x EFS Implementation Strategy	The EFS Implementation Strategy deliverable will be generated at the conclusion of the Initial Analysis and Design stage and will layout the strategy for deploying each of the implementation phase (i.e., Core, Expansion, Optional) features and functionality across the State departments and users. The deliverable will include the departments, users, features and functionality, and the timing of implementation, as well as the anticipated State and CherryRoad staffing plans.	CherryRoad
P06.x Project Scope	At the conclusion of the Final Analysis and Design stage, the Project Scope deliverable lists the use cases to be achieved through the Oracle Cloud implementation process. The deliverable will identify the corresponding CEMLI (Configuration, Enhancement, Modification, Localization, and Integration) that will be deployed to meet the project scope. Upon completion of the project scope deliverable, the project team will institute change control defined by the scope management process of the Project Management Plan, to manage the addition or removal of use cases and corresponding CEMLI to the scope of the project.	CherryRoad
P09.x Test Plans	The Test Plan deliverable is a detailed plan to complete the system test, user acceptance test, and volume test cycles. For each test cycle, the Test Plan will define the test cycle entrance criteria, test environment, test methods and procedures, scope of business	CherryRoad



DELIVERABLE	DESCRIPTION	LEAD
	processes, use cases/test scenarios, test schedule, test participants, test issue reporting, and test exit criteria.	
P11.x Deployment Plan	The Detail Deployment Plan deliverable provides a narrative explanation of the approach to migrate the Oracle Cloud applications from the non-production environment to a production environment and operational state. The deliverable will also include step-by-step instructions for completing the production cutover, including application configuration management, data conversion sequencing, agency/department assigned tasks, and communication channels for providing status and coordinating joint tasks.	CherryRoad
P13.x Phase Closeout	The Phase Closeout deliverable formally closes the implementation stage of the project phase (i.e., Core, Expansion, Optional) and marks the transition to an operational state. The Phase Closeout deliverable records the completion of the implementation tasks included in the project schedule and RAID log, identifying any tasks that have been deferred or canceled by the project management team. The deliverable provides records of the submission and acceptance of each of the project deliverables. Lastly, the Phase Closeout deliverable serves as a traceability report where the State's requirements are mapped to use cases, which in turn are mapped to successfully executed test scenarios.	CherryRoad

Project Management Tools

Aside from project management deliverables, the day-to-day role of the CherryRoad project management team will be to ensure that the Hawaii EFS project team is following the project management processes defined by the project management plan. To that end, CherryRoad will provide a series of project management tools to support the State and our project team during the Hawaii EFS implementation.



Effective collaboration among project team members and system stakeholders is critically important for the project team to move with the required efficiency throughout implementation. CherryRoad provides access to a dedicated SharePoint site for each of our clients and its project team(s). The SharePoint site aligns with the implementation plan phases, stages, tracks, and deliverables to create a valuable tool for information repository and

collaboration on implementation tasks and deliverables. The dedicated SharePoint site is provided for our clients' use during the planning stage of the project and is administered by CherryRoad project team members through deployment.

CherryRoad will also leverage Jira software for important project management processes such as quality management, risk management, and scope management. Jira software functions gives the project team the ability to collaboratively manage important project information. Specifically, the CherryRoad project management approach





includes using Jira to manage the project RAID log (Risks, Actions, Issues, Decisions). Jira will also be used by CherryRoad to record and manage test results. Where use cases form the basis of our test scenarios, Jira provides a helpful user interface where test results can be captured and easily reported upon or integrated with our project scheduling solution. CherryRoad will license Jira and make the tool available to both CherryRoad and State project team members as needed.



Schedule management is a foundational project management process outlined in the project management plan deliverable. To improve access and collaboration, CherryRoad will use

Smartsheet as its standard tool for establishing and maintaining project schedules. CherryRoad will license Smartsheet and make the tool available to both CherryRoad and State project team members as needed. Smartsheet also allows for integration with Jira to incorporate test cycle data and RAID log information along with project schedule data into the powerful Smartsheet dashboard capabilities.

Business Process Track

The Business Process Track within the Oracle Cloud implementation methodology for Hawaii EFS is the foundation upon which the remaining implementation tracks are established. The technical, change management, and project management implementation tasks are built around and supported by the process of defining the organizations future state business processes. The Business Process Track establishes the scope of business processes to be implemented. Those business processes are configured, analyzed, and updated repeatedly through formal cycles of review. Multiple cycles of testing are then conducted where validation of the business processes serve as the acceptance criteria for the system.

The table below lists each of the deliverables from Appendix D: Implementation Services Requirements that are assigned to the business process implementation track, and additional deliverables the CherryRoad team has added for the Hawaii EFS project.

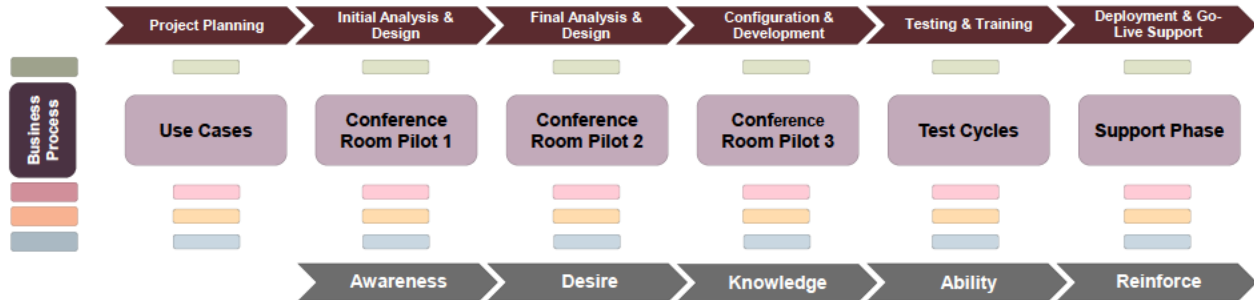
BUSINESS PROCESS TRACK DELIVERABLES	
B01.x Use Cases*	B09.x Conference Room Pilot 3*
B02.x Business Process Re-engineering Plan	B10.x Role to Position Mapping
B03.x Conference Room Pilot 1*	B11.x Test Scripts, Test Cases, Test Data
B04.x Time & Attendance Data Collection Strategy	B12.x System Test*
B05.x Initial System Design Document	B13.x User Acceptance Test*
B07.x Conference Room Pilot 2*	B14.x Document Successful Testing
B08.x Final System Design Document	B15.x Support Phase
*Added by CherryRoad Technologies to minimum list of deliverables.	

The CherryRoad business process team resources identified in Evaluation Criteria 2: Project Organization and Staffing will be primarily responsible for completing the business process deliverables in collaboration with State project team members. The graphic below depicts the



key business process track deliverables to be completed during each of the six Hawaii EFS implementation stages.

Figure 11. Business Process Track Key Deliverables



In transitioning to the Oracle Cloud applications, the success of implementation will ultimately be measured by how effective the project team is in adopting the best practice business processes that are native to the Oracle Cloud applications. The steps to complete this transition are at the heart of the business process track. The CherryRoad team will establish use cases for all business processes to be implemented. Use cases will serve as written descriptions of how users will perform the organization’s business processes in the Oracle Cloud applications, with granular step-by-step instructions for performing those business processes.

Through the completion of the business process track implementation activities, the project team will be constantly refining the business processes via updates to existing use cases as well as through the creation of additional use cases. In the Project Planning stage of implementation an initial pass at the use cases will be established using out of the box Oracle Cloud application business processes together with the State’s requirements defined by the RFP/SOW. In the Initial Analysis and Design stage, the CherryRoad team will conduct demonstrations of the Oracle Cloud application business processes to allow for the State’s project team to understand the capabilities of the Oracle Cloud applications. The first of three Conference Room Pilots is conducted where the CherryRoad team will establish an initial configuration of the system to demonstrate core end-to-end business processes. In the Final Analysis and Design stage the project team will conduct Conference Room Pilot 2, and in the Configuration and Development stage Conference Room Pilot 3, incorporating design decisions made through the iterative implementation process along with CEMLI (Configuration, Extension, Modification, Localization, Integration) being developed by the CEMLI development team. This iterative process of conducting three Conference Room Pilots solidifies the design and build of the Oracle Cloud applications. The project team will then move into the Testing and Training stage where the State’s business processes, reflected in the comprehensive inventory of use cases, becomes the basis for test scenarios to be executed as acceptance criteria for both the system test and user acceptance test formal test cycles. Upon completion of the test stage, the project team will have the confidence to move into the Deployment & Go-Live Support stage of the project knowing the organization’s business processes have been thoroughly analyzed, designed, built, and tested through the steps included in the business process track.



Business Process Track Key Deliverables

There are seven key business process track deliverables. The table below lists the Business Process Track key deliverable descriptions and who (State or CherryRoad) is responsible for leading or assisting in the completion of the deliverable.

DELIVERABLE	DESCRIPTION	LEAD
B01.x Use Cases	An inventory of use cases representing a comprehensive set of Oracle Cloud business processes will be initiated during the plan stage and maintained throughout the completion of the project. Use cases will map to the State's requirements and include written descriptions of how users will perform tasks to meet organizational business processes. The documents will also include step-by-step sequence of tasks to complete the associated business process. Use cases will evolve over the life of the project with new use cases added and existing use cases updated at each step in the business process track. Completed use cases will become the basis for both system and user acceptance test scenarios as well as end user training content.	CherryRoad
B03.x Conference Room Pilot 1	Conference Room Pilot 1 (CRP1) is a series of work sessions planned for and managed by CherryRoad with active State participation throughout. The configured Oracle Cloud applications, inclusive of CEMLI completed and unit tested as part of CEMLI Cycle 1, are exercised by the project team to review core end-to-end business processes. At the conclusion of CRP1, new use cases are added, and existing uses cases updated to reflect CRP1 findings. Lastly, the scope of CEMLI to be included in Conference Room Pilot 2 are identified and assigned to CEMLI Cycle 2	CherryRoad
B07.x Conference Room Pilot 2	Conference Room Pilot 2 (CRP2) is a series of work sessions planned for and managed by CherryRoad with active State participation throughout. The configured Oracle Cloud applications, inclusive of CEMLI completed and unit tested as part of CEMLI Cycle 2, are exercised by the project team to review non-core end-to-end business processes include approvals, more complex business rules, business processes integrated with third-party systems, etc. CRP2 is highlighted by the introduction of integrations and converted definitional data. At the conclusion of CRP2, new use cases are added, and existing uses cases updated to reflect CRP2 findings. Lastly, the scope of CEMLI to be included in Conference Room Pilot 3 are identified and assigned to CEMLI Cycle 3	CherryRoad
B09.x Conference Room Pilot 3	Conference Room Pilot 3 (CRP3) is a series of work sessions planned for and managed by CherryRoad with active State participation throughout. The configured Oracle Cloud applications, inclusive of CEMLI completed and unit tested as part of CEMLI Cycle 3, are exercised by the project team to revisit open business process decisions, review business processes with security applied, and focus on advanced reporting. CRP3 is highlighted by the introduction of advanced reporting and converted transactional data. At the conclusion of CRP3, new use	CherryRoad

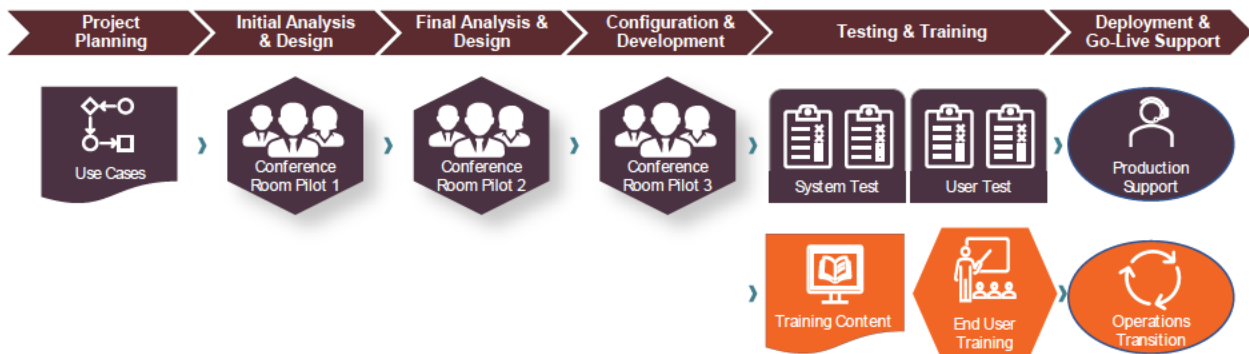


DELIVERABLE	DESCRIPTION	LEAD
	cases are added, and existing uses cases updated to reflect CRP3 findings. Lastly, the scope of outstanding CEMLI to be completed prior to system test is identified.	
B12.x System Test	System Test is the formal testing of the complete system highlighted by integrated business processes supported by converted data, third-party system integration, and advanced reporting. The System Test variables, including entrance and exit criteria will be established by the Test Plan deliverable. System Test scenarios will be developed based upon use cases, executed by project team members, and tracked in the Jira test tracking application.	CherryRoad
B13.x User Acceptance Test	User Acceptance Testing (UAT) is the formal testing of the complete system by the State's project team members and end users. UAT will test the complete system and will be highlighted by completed end user security and workflows, converted data, third-party system integration, and advanced reporting. UAT variables, including entrance and exit criteria, will be established by the Test Plan deliverable. UAT scenarios will be developed based upon use cases, executed by State representatives, and tracked in the Jira test tracking application.	State
B15.x Support Phase	The Support Phase is the period following Go-Live where project team members take the lead in supporting the Oracle Cloud production applications. Production support will be provided in accordance with operational procedures documented in the Production Support Plan deliverable, including access to the CherryRoad learning management system. By the conclusion of the Support Phase period, project team members will transition all operational responsibility to the designated State resources in accordance with the Operations Transition deliverable.	State

Use Cases

As mentioned above, the use case is the key to the Business Process Track. Use cases will be introduced during the Project Planning stage and will be continuously updated and added to over the course of implementation. Use cases will become the basis for test scenarios. Use cases will also be the foundation upon which job aids and training content is developed to support knowledge transfer and end user training.

Figure 12. Use Case Continuous Development





The table below is a sample list of use cases from the implementation of the Oracle Cloud EPM Budgeting modules. A similar list would be developed for each module in each applicable project phase (Core, Expansion, and Optional).

USE CASE ID	USE CASE DESCRIPTION	MODULE
BUD-FIN-01	Log into ePBCS	General
BUD-FIN-02	Set User Preferences	General
BUD-FIN-01	Budget Book Entry Schedules	Narrative Reporting
BUD-FIN-01	Expense Overview Dashboard Card	Line Item Budgeting
BUD-FIN-02	Direct Entry Card - Enter Expenses	Line Item Budgeting
BUD-FIN-03	Direct Entry Card - Enter Forecast	Line Item Budgeting
BUD-FIN-04	Direct Entry Card - Net Balance	Line Item Budgeting
BUD-FIN-05	Direct Entry – Line item Worksheet Report	Line Item Budgeting
BUD-FIN-01	Revenue Overview Dashboard Card	Line Item Budgeting
BUD-FIN-02	Direct Entry Card - Enter Revenues	Line Item Budgeting
BUD-FIN-03	Direct Entry Card - Enter Forecast	Line Item Budgeting
BUD-FIN-04	Direct Entry Card - Net Balance	Line Item Budgeting
BUD-FIN-05	Direct Entry – Line item Worksheet Report	Line Item Budgeting
BUD-NRT-SV-01	Installing SmartView	Narrative Reporting
BUD-NRT-SV-02	Installing Narrative Reporting Add-on	Narrative Reporting
BUD-NRT-SV-03	Add SmartView Private Connection	Narrative Reporting
BUD-NRT-SV-04	Find your Report Package on SmartView	Narrative Reporting
BUD-NRT-SV-05	Opening your Document on SmartView	Narrative Reporting
BUD-NRT-SV-06	Check out and in of SmartView	Narrative Reporting
BUD-NRT-SV-07	Canceling a Check Out	Narrative Reporting
BUD-NRT-SV-08	Submit a Doclet to the Next Level of Approval	Narrative Reporting
BUD-NRT-OP-01	Open a Report Package	Narrative Reporting
BUD-NRT-OP-02	Check out and in on the Portal	Narrative Reporting
BUD-NRT-OP-03	Download PDF/Word Version on Portal	Narrative Reporting
BUD-NRT-OP-04	Submit a Doclet to the Next Level of Approval on Portal	Narrative Reporting
BUD-NRT-OP-05	Refresh the Data for Reports	Narrative Reporting
BUD-NRT-OP-06	Reverting to Previous Version	Narrative Reporting
BUD-WFC-01	Workforce Overview Dashboard Card	Workforce Budgeting
BUD-WFC-02	Manage Employees - New Hires – Add	Workforce Budgeting
BUD-FIN-03	Manage Employees - New Hires - Modify and Delete	Workforce Budgeting
BUD-WFS-04	Manage Employees - Existing Employee - Modify and Plan Departure	Workforce Budgeting
BUD-WFC-05	Manage Employees - Existing Employee - Change Job	Workforce Budgeting
BUD-WFC-06	Manage Employees - Existing Employee - Transfers	Workforce Budgeting

For each use case, the corresponding State requirements are listed along with other control information such as revision history, author, test data, etc. Most importantly, the use case lists the detailed sequence of steps required to complete the business process. The graphic below depicts a sample use case and the granular set of steps that are included.



Figure 13. Sample Use Case

Use Case ID:	BUD-FIN-02	Name:	Revenue and Expense Entry - Requested	Revision History				
Requirement(s)	Access to ePBCS financials and knowledge planning data entry			Date	Author	Version	Description	
Objectives	Learn how to enter and modify Revenue and Expense Requested Budget Plan Items							
Pre-Requisites	None							
County Goal								
Test Procedure Step	Step Details	Test Data	Expected Result	Result	Tester	Scribe	Test Date	Comment
1	Click the Revenue and Expense vertical card icon		The MPC_Enter Revenue and Expense - Requested form displays with the last Entity displayed in the POV. The form has been summarized by Fund, Revenue, and Expense.					
12	Find a detail revenue account.							
13	In the Budget-Requested-2021-22-Yearly Plan column, Enter a budget amount.		The cell turns yellow.					
15	Click the Save button		A confirmation pop-up displays.					
16	Click OK		The confirmation pop-up closes. The data entry is saved and the cells are now white.					
17	Find a detail expense account.							
18	In the Budget-Requested-2021-22-Yearly Plan column, Enter a budget amount.		The cell turns yellow.					
20	Click the Save button		A confirmation pop-up displays.					
21	Click OK		The confirmation pop-up closes. The data entry is saved and the cells are now white.					
42	Locate an account that currently is blank and is white in the Budget-Requested-2021-22-Yearly Plan column		Make note of the account you are selecting					
43	Right Click in the Plan - Requested - Yearly Plan cell		The Cell Action pop up menu displays					
44	Select Supporting Detail		The Supporting Detail pop-up form displays					
45	Click Actions		The Actions sub-menu displays					
46	Select Add Child		The Supporting Detail pop-up form displays					
47	Enter a description in the untitled text	Item 1						
48	Enter an amount in the Yearly Plan text	10000						
49	Click Actions		The Actions sub-menu displays					
50	Select Add Sibling		A new row is added					
51	Enter a description in the untitled text	Item 2						
52	Enter an amount in the Yearly Plan text	15000						
62	Click Save		The Supporting Detail pop-up closes and you are returned to the budget and the cell is a dark green and the budget is the sum of the					

One of the greatest challenges to implementing cloud solutions for our government customers is the transitioning from legacy system business processes to the best practice business processes available in the Oracle Cloud applications. That transition is greatly aided through the application of use cases throughout the business process track. The level of detail in the use case is critical information for the individual user of the system, as it is the detail that makes the use case valuable in the development of test scenarios, job aids, and training content.

CEMLI Development Track

The CEMLI Development Track includes tasks required to design, build, unit test, and deploy the Oracle Cloud application configuration as well as the conversion, integration, and reporting to meet the State's requirements as defined by the use cases developed by the project team.



stands for

**Configuration Extension
 Modification Localization
 and Integration**

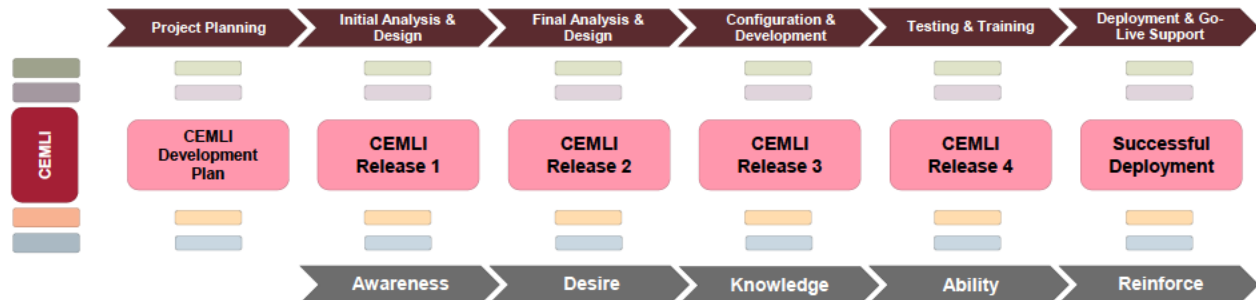


The table below lists each of the deliverables from Appendix D: Implementation Services Requirements that are assigned to the CEMLI Development Implementation Track, and additional deliverables the CherryRoad team has added for the Hawaii EFS project.

CEMLI DEVELOPMENT TRACK DELIVERABLES	
D01.x CEMLI Development Plan*	D09.x CEMLIL Release 3*
D02.x CEMLI Release Management Plan*	D10.x Data Conversion Plan
D03.x CEMLI Release 1*	D11.x Detail Specifications
D04.x System Landscape, Technical, Business Strategy	D12.x System Security Plan
D05.x System Security Strategy	D13.x CEMLI Release 4*
D06.x CEMLI Release 2*	D14.x Technical System and User Docs
D07.x Data Conversion Strategy	D15.x Successful Deployment Doc
D08.x Business Intelligence Plan	D16.x System and User Documentation
*Added by CherryRoad Technologies to minimum list of deliverables.	

The CherryRoad CEMLI development project team resources identified in Evaluation Criteria 2: Project Organization and Staffing will be primarily responsible for completing the CEMLI development track deliverables in collaboration with State project team members. The graphic below depicts the six key CEMLI development track deliverables to be completed during each of the six Hawaii EFS implementation stages.

Figure 14. Technical Track Key Deliverables



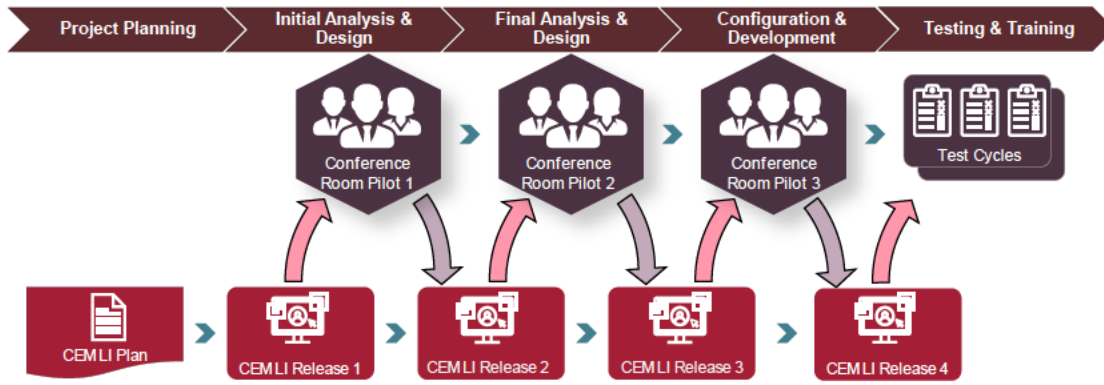
The wide range of application configuration and development activities typically performed during an Oracle Cloud application implementation reside within the CEMLI development track. CEMLI is an acronym that stands for configuration, extension, modification, localization, and integration. The large majority of CEMLI to be performed by the project team will include configuration, extension, and integration.

An important variable in meeting the CherryRoad strategy for rapid decision-making is for the project team to be hands on with the software during the design and configuration stages of the project. The project team will prioritize and organize the development of CEMLI items, so they are available for those key business process activities throughout the project. For each key business process deliverable – CRP1, CRP2, CRP3, and System Test – the Hawaii EFS implementation approach will be to organize the required CEMLI development into CEMLI



releases. The relationship between the CEMLI development track and business process track is depicted in the following graphic:

Figure 15. CEMLI Development Releases



CherryRoad team members will be primarily responsible for completing the tasks and deliverables included in the CEMLI development track. Participation in CEMLI implementation activities by State project team members is recommended as these tasks serve as valuable opportunities for knowledge transfer.

Technical Track Key Deliverables

There are six key CEMLI development track deliverables. The table below lists those CEMLI development track deliverable descriptions and who (State of CherryRoad) is responsible for leading the completion of the deliverable.



DELIVERABLE	DESCRIPTION	LEAD
D01.x CEMLI Development Plan	In Oracle Cloud Implementation CEMLI stands for configurations, extensions, modifications, localizations, and integrations. The CEMLI plan will layout the project team’s approach to completing each CEMLI category including standards for specifications, development, and unit testing. The CEMLI Development Plan will identify preferred tools and establish guidelines for utilizing environments in the completion of CEMLIs.	CherryRoad
D03.x CEMLI Release 1	CEMLI Release 1 is the first of four releases of CEMLI configuration and development. Upon completion of Oracle Cloud business process familiarization, the project team will determine the CEMLIs to be available for Conference Room Pilot 1 and assign those CEMLIs to CEMLI Release 1. The configuration/development and unit testing of each of these CEMLIs required for Conference Room Pilot 2 will serve as acceptance criteria for CEMLI Release 1.	CherryRoad



DELIVERABLE	DESCRIPTION	LEAD
D06.x CEMLI Release 2	CEMLI Release 2 is the second of four releases of CEMLI configuration and development. Upon completion of Conference Room Pilot 1, the project team will determine the CEMLIs to be available for Conference Room Pilot 2 and assign those CEMLIs to CEMLI Release 2. The configuration/development and unit testing of each of these CEMLIs required for Conference Room Pilot 2 will serve as acceptance criteria for CEMLI Release 2.	CherryRoad
D09.x CEMLI Release 3	CEMLI Release 3 is the third of four releases of CEMLI configuration and development. Upon completion of Conference Room Pilot 2, the project team will determine the CEMLIs to be available for Conference Room Pilot 3 and assign those CEMLIs to CEMLI Release 3. The configuration/development and unit testing of each of these CEMLIs required for Conference Room Pilot 3 will serve as acceptance criteria for CEMLI Release 3.	CherryRoad
D09.x CEMLI Release 4	CEMLI Release 4 is the fourth of four releases of CEMLI configuration and development. Upon completion of Conference Room Pilot 3, the project team will determine the CEMLIs to be available for System Test and assign those CEMLIs to CEMLI Release 4. The configuration/development and unit testing of each of these CEMLIs required for System Test will serve as acceptance criteria for CEMLI Release 4.	CherryRoad
D15.x Successful Deployment Document	The Successful Deployment Document is the transition of the Oracle Cloud Applications and data from the non-production environment to the production environment. The deliverable marks the successful completion of each task included in the previously submitted and approved Final Detailed Deployment Plan deliverable.	CherryRoad

CEMLI Categories

For each category of CEMLI, the project team will follow the Oracle Unified Method (OUM) best practices in the completion of the individual CEMLIs.

Configuration

The CEMLI category, *Configuration*, refers to those objects within the Oracle Cloud applications standard functionality that are available during implementation and operations to change the behavior of the applications. Configuration is the primary CEMLI category to be managed by the project team to meet the State’s business requirements. Configuration includes all functional setup tasks completed using the Setup and Maintenance pages or using Implementation Projects. Examples of Oracle Cloud application configuration include entities, business units, profile options, accounting flexfields, payment terms, menus, alerts, and security.

The CherryRoad Oracle Cloud implementation methodology allows for iterative cycles of configuration to first complete configuration in accordance with the CEMLI plan deliverable,



and then refine that configuration based upon the experiences of the project team through the business process track activities (Conference Room Pilots, System Test, and User Acceptance Test).

Extension

The CEMLI category, *Extension*, refers to custom code that is developed from scratch to interact with the Oracle Cloud applications to provide added functionality. For project classification purposes, Extensions range from the development of reports using the Oracle reporting tools (Oracle Transactional Business Intelligence (OTBI), BI Publisher, Reporting Studio, SmartView, etc.) to the development of bolt-on applications using Oracle PaaS (Platform as a Service). Depending on the nature of the extension, the CherryRoad project team will determine the proper tool to develop the CEMLI item.

Modification

The CEMLI category, *Modification*, refers to changes to the standard Oracle Cloud product functionality. Modifications will only be performed by Oracle product development. Requests for modifications are initiated via Oracle service request and must first be accepted by Oracle before development will begin. Upon completion of development and testing, modifications are made available as part of the regular Oracle Cloud upgrade process. For this Hawaii EFS project, the CherryRoad project team will pursue updates to the State's business processes to align with the delivered Oracle Cloud application functionality to avoid dependency on Oracle product development for the implementation of modifications, which would slow the project schedule.

Localization

The CEMLI category, *Localization*, refers to the maintenance of the system to accommodate requirements that apply to specific countries or regions. An example of localization CEMLI is changes to accommodate updates to payroll tax laws. Localizations will only be performed by Oracle product development. In the case of localization CEMLI, we can expect Oracle to apply this category of changes on a regular basis as part of the standard maintenance.

Integration

The CEMLI category, *Integration*, refers to inbound and outbound integrations between the Oracle Cloud applications and third-party systems. Integrations may be open interfaces with validation and load programs; standards-based interfaces such as XML Gateway, EDI, and EFT; Oracle published public APIs; integration with Microsoft Excel; and message-based integrations. For implementation, CherryRoad also categorizes data conversions as integrations, due to the tools that CherryRoad will use to complete the data conversion including ABDI and FBDI.



Organizational Change Management Track

The organizational change management track includes the strategies, tasks, and deliverables to facilitate the organizations transition from its legacy systems and existing business processes to the Oracle Cloud applications and the future state business processes that will be implemented. CherryRoad follows a change management approach inspired by the Prosci ADKAR® method, focusing on change at the individual stakeholder level.

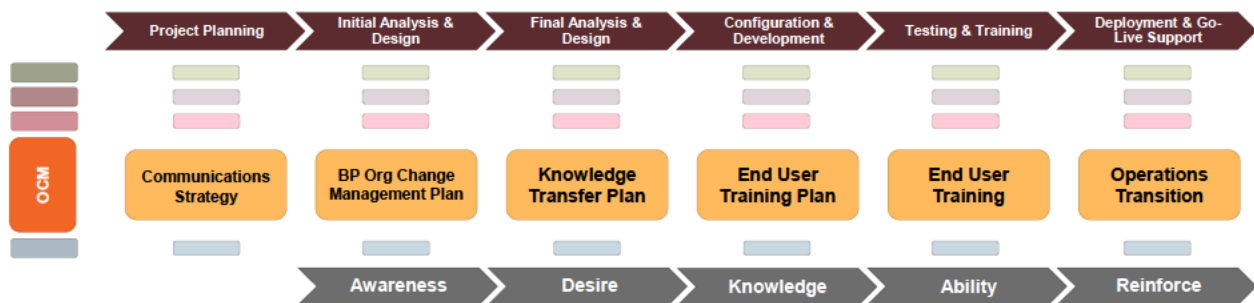
The table below lists each of the deliverables from Appendix D: Implementation Services Requirements that are assigned to the Organizational Change Management Track, and additional deliverables the CherryRoad team has added for the Hawaii EFS project.

ORGANIZATIONAL CHANGE MANAGEMENT TRACK DELIVERABLES	
O01.x Communications Strategy	O10.x Knowledge Transfer Plan
O02.x Project Team Training Plan	O11.x End User Training Plan
O03.x Business Process Organizational Change Management Strategy	O12.x Organizational Readiness Assessment
	O13.x Training Curriculum Document
O04.x Project Team Training	O14.x Enhanced Training Materials
O05.x Business Process Org Change Management Plan	O15.x Final Training Materials
	O16.x End User Training
O06.x Knowledge Transfer Strategy	O17.x Organization Change Management Effectiveness Assessment
O07.x Organizational Readiness Assessment	
O08.x End User Training Strategy	O18.x Operations Transition*
O09.x Communications Plan	

*Added by CherryRoad Technologies to minimum list of deliverables.

The CherryRoad organizational change management project team resources identified in Evaluation Criteria 2: Project Organization and Staffing will be primarily responsible for completing the organizational change management track deliverables in collaboration with State project team members. The graphic below depicts the six key organizational change management track deliverables to be completed during each of the six Hawaii EFS implementation stages.

Figure 16. OCM Track Key Deliverables



The success of implementation will not be simply measured by the project team’s ability to complete the migration to the Oracle Cloud applications. The success of the implementation is equally dependent on how effective the organization and its individual employees’ transition to



the new business processes introduced by the Oracle Cloud applications. To this end, the CherryRoad team in collaboration with State leadership will focus great energy on developing an effective organizational change management strategy.

Early in the project, the tasks and activities included in the organizational change management track will lead to the development of a series of deliverables that analyze the organization, highlighting its strengths, weaknesses, opportunities, and threats as they relate to the ability to implement significant business process change. The completion of the early deliverables solidifies the Business Process Organizational Change Management Plan for the remainder of the project. During the Configuration & Development, Testing & Training, and Deployment & Go-Live Support stages, the project team, in accordance with the Business Process Organizational Change Management plan, will continuously publish information and promote the changing business processes; conduct two-way communication with stakeholders; and analyze department and individual user readiness for change. Through these continuous efforts the project team will ensure stakeholder readiness matches system readiness.

As mentioned above, the CherryRoad strategy for organizational change management is based on the Prosci ADKAR® Model. As such, the most important work conducted in the organizational change management track is the development and implementation of a successful end user training program focused on growing the capabilities of the organization's individual end users. The CherryRoad training approach is to prepare end user training content that is tailored to the State's use cases and is the basis for both training and user job aids, both of which will be available to users long after the project Go-Live has passed. This approach aligns with the Prosci ADKAR® Model where end user training helps individual users grow their "Ability," while the ongoing availability of job aids as part of an overall knowledge base contributes to the "Reinforcement" of the individual user's capabilities.

End user training activities are initiated during the Initial Analysis & Design stage of the project and hit a full stride during the Configuration & Development stage. The timing is in large part tied to the availability of a mature set of use cases, where the business process track has completed Conference Room Pilot 2 and is underway with Conference Room Pilot 3. The inventory of use cases is leveraged in the development of the End User Training Plan deliverable, where the project team defines the users that need to be trained, the business processes they are to be trained on, when the training will need to be delivered, and how the training will be delivered. The End User Training Plan is followed by development of the Training Curriculum Document deliverable, grouping related use cases by business processes as well as by end user.

Following the development of the Training Curriculum Document deliverable, the focus shifts to the development of training content. The CherryRoad approach to training content is to take each of the use cases in a designated end user training course, and leverage the step-by-step instructions within the use case, develop Shareable Content Object Reference Model (SCORM) compliant training content. SCORM 1.2 is an industry standard e-Learning format for training content. Development of SCORM 1.2 training content allows the project team to deliver the end user training through the CherryRoad Learning Management System (LMS).



The final step in the deployment of the training program is the delivery of end user training. At this point in the project, the team will have put forth a great effort to develop comprehensive use cases and training content. The payoff to the State then is the availability of this training content to the end user through the deployment of the CherryRoad Learning Management System. The LMS allows the end user training program to be an e-Learning program where users can take online, self-paced, on demand training. On demand training can be taken repeatedly by the end user before and after Go-Live. The CherryRoad LMS also serves as a knowledge base where specific end user training content can be accessed by end users as a refresher whenever needed.

Organizational Change Management Track Key Deliverables

There are six key Organizational Change Management Track deliverables. The table below lists those organizational change management track key deliverable descriptions and who (State or CherryRoad) is responsible for leading the completion of the deliverable.

DELIVERABLE	DESCRIPTION	LEAD
O01.x Communications Strategy	In the Project Planning stage of implementation, the project team assembles a population of system stakeholders that will be accounted for in the project communications and overall organizational change management plan. Interviews and surveys are conducted to determine the best methods for drafting, distributing, and managing both outbound and inbound communications between the project and stakeholders. This early information gathering culminates in a Communications Strategy deliverable inclusive of project team members, system users, departmental representatives, organizational leadership, etc., that identifies the methods for communicating with each set of stakeholders	CherryRoad
O03.x Business Process Org Change Management Plan	In the Initial Analysis & Design stage of implementation, following stakeholder analysis, business process familiarization, and conference room pilot 1 work sessions, the project team will develop an overall organizational change management strategy for the project team to follow through the completion of the project. The Business Process Organizational Change Management Plan will capture the project team's strategy regarding leadership support, stakeholder engagement, readiness assessment, communications, end user training, and operational considerations.	CherryRoad
O10.x Knowledge Transfer Plan	In the Final Analysis & Design stage of implementation the CherryRoad team will complete the Knowledge Transfer Plan deliverable to ensure the State project team members develop the business process knowledge and technical skills over the life of the project to ensure the State is positioned to take the lead in providing operational support of the system after Go-Live. The plan will identify requisite skills by employee, the tasks to transfer knowledge to those employees, the timing of those tasks, and the approach to measuring the effectiveness of the knowledge transfer effort.	CherryRoad



DELIVERABLE	DESCRIPTION	LEAD
O11.x End User Training Plan	The CherryRoad approach to end user training is to deploy an e-Learning program. The End User Training (EUT) Plan will detail each variable required to implement the e-Learning program. The plan will establish job descriptions based on the use cases developed by the project team during the Initial Analysis & Design, Final Analysis & Design, and Configuration & Development stages. The job descriptions and corresponding use cases will be the basis for the end user training curriculum. For each training course the end user training plan will list the planned State attendees. Lastly, all learning management system configuration and administration decisions to deploy the e-Learning program will be defined.	CherryRoad
O16.x End User Training	Upon completion of the development of SCORM 1.2 compliant end user training content (Enhanced Training Materials and Final Training Materials), EUT will be delivered as eLearning via the CherryRoad LMS. All end users to receive training will receive invitations via the LMS. The CherryRoad team will monitor attendance and results via the LMS and will report status to the State. The State will be responsible for ensuring employees complete the online training as assigned. In the event the State wishes to conduct in-person instructor led training, CherryRoad and the State would collaborate in the joint delivery of the in-person training.	CherryRoad
O18.x Operations Transition	Critical to the project will be the eventual transition of the system administration and support into a steady state operational model. The Operations Transition deliverable will be initiated during the Deployment & Go-Live Support stage of the project and finalized prior to the Phase Closeout. The operations transition deliverable will define the operations organizational structure. The document will include operational roles and responsibilities listed as a RASCI chart. Business process system governance will address topics such as data management and the intake of requests, setting priorities and decision making.	State

Application of Prosci ADKAR® Model

CherryRoad has determined the greatest challenge our government clients face in transitioning from on-premises systems to cloud based systems is the implementation of changing business processes that affect stakeholders in each department and at every level of the organization. To meet this challenge, we have updated our approach to change management, shifting our focus from a top-down department wide view of change management to a bottom-up view where we focus on implementing change at the individual user level. Placing priority on the individual user aligns well with the Prosci ADKAR® Model for change management.

ADKAR® includes five elements of change that serve as sequential steps to implementing change at the individual user level: Awareness, Desire, Knowledge, Ability, Reinforcement. Everyone must experience each element in sequence for the change to truly take hold in the





individual. CherryRoad has established its five-stage cloud implementation methodology to align with the Prosci ADKAR® Model, ensuring the tasks and deliverables in each project stage align with the corresponding elements of ADKAR®.

Awareness

For Oracle Cloud implementation, the ADKAR® element of awareness is that individuals understand what the changes are and why those changes are needed. The element of awareness aligns with the Initial Analysis & Design stage of the Hawaii EFS implementation methodology. In the Initial Analysis & Design stage, use cases and communication deliverables assist in developing awareness of the changes to be implemented. In performing our tasks and completing our deliverables, the project team will ensure that not only do stakeholders understand the changes the organization is heading for, but they understand the factors that have led the organization to embark on this project and why the changes are necessary.

Desire

The ADKAR® element of desire means individuals are not only aware of the change but they also desire the change be implemented. Achieving desire at the individual level can be difficult, particularly where individuals demonstrate the greatest resistance to change. The element of desire aligns with the Final Analysis & Design stage of the Hawaii EFS implementation methodology. In the Final Analysis & Design stage the project team must meet resistance to change by demonstrating the benefits of the system, whether they be direct or indirect, to the individual system user. The tasks and activities associated with the Oracle Cloud business process familiarization and Conference Room Pilot 2 deliverables aim at addressing individual resistance and building the element of desire for the new system across the stakeholders.

Knowledge

The ADKAR® element of knowledge is where the individual gains an understanding of how the change will be implemented. With the Oracle Cloud applications this includes understanding how the individual's business processes will work in the new system and how that individual's role and responsibilities will change. The element of knowledge aligns with the Configuration & Development stage of the Hawaii EFS implementation methodology. In the Configuration & Development stage the project team, including individual system users, will exercise the new system and finalize the use cases during the Conference Room Pilot 3 activities. In addition, the project team will be developing the end user training curriculum whereby they will have clear knowledge of how the system will meet the organizational and individual requirements.

Ability

The ADKAR® element of ability is where the individual demonstrates knowledge of the change and the ability to perform their duties under the changing conditions. The element of ability



aligns with the Testing and Training stage of the Hawaii EFS implementation methodology. In the Testing & Training stage, the project team will execute the formal cycles of system test and user acceptance test demonstrating their ability to process all use cases via test scenarios in the Oracle Cloud applications. In the Testing & Training stage individual end users will attend training where they will perform the new business processes in the Oracle Cloud applications. The ability to perform the work is confirmed through the quiz and survey capabilities available in the CherryRoad LMS.

Reinforcement

The ADKAR® element of Reinforcement is where the individual is accountable for continuing their performance under the new conditions introduced by the change. The element of reinforcement aligns with the Deployment & Go-Live Support stage of the Hawaii EFS implementation methodology. In the Deployment & Go-Live stage, the project team will focus on transitioning the system into an operational state. To accomplish this, the project team will deploy the CherryRoad LMS as a knowledge base containing valuable job aid and training material resources. These resources are intended to support individual users and encourage those users to continue demonstrating accountability for performing at a high level in the new system.

CherryRoad End User Training Tools

The transition of CherryRoad's government clients from on-premises systems to cloud based systems has resulted in more significant business process change, placing greater emphasis on end user training within our implementation approach. To meet this challenge, CherryRoad has transitioned from traditional classroom training to e-Learning end user training programs for our customers. To aid in this effort, CherryRoad has invested in tools that improve the quality and accessibility of end user training including SCORM 1.2 compliant authoring tools and a Learning Management System (LMS).

articulāte For e-Learning content to be most effective, CherryRoad develops end user training content in SCORM 1.2 format. CherryRoad leverages Articulate Storyline as our authoring tool. Articulate Storyline is an industry leading authoring tool that can be used to transition content from basic PowerPoint format to interactive videos with simulations, voice over, and recorded webcam content. CherryRoad provides Articulate Storyline licenses to our project teams to develop end user training content and job aids that are then made available to end users via the CherryRoad LMS.

To ensure a successful e-Learning campaign, CherryRoad provides our Oracle Cloud customers a dedicated learning management system. CherryRoad uses the industry leading LearnUpon LMS for our Oracle Cloud customers. LMS's allow for the improved organization and administration of e-Learning training programs. The LearnUpon LMS allows the CherryRoad project team to leverage our training content to develop courses, blend instructor





led and e-Learning courses, incorporate exams and surveys, manage and group users with minimal overhead, and provide valuable reporting to measure the effectiveness of training. Upon completion of the project, our customers can retain the LearnUpon LMS to serve as a knowledge base for ongoing training that users can leveraged to reinforce the abilities that were gained through the implementation process.

Infrastructure Track

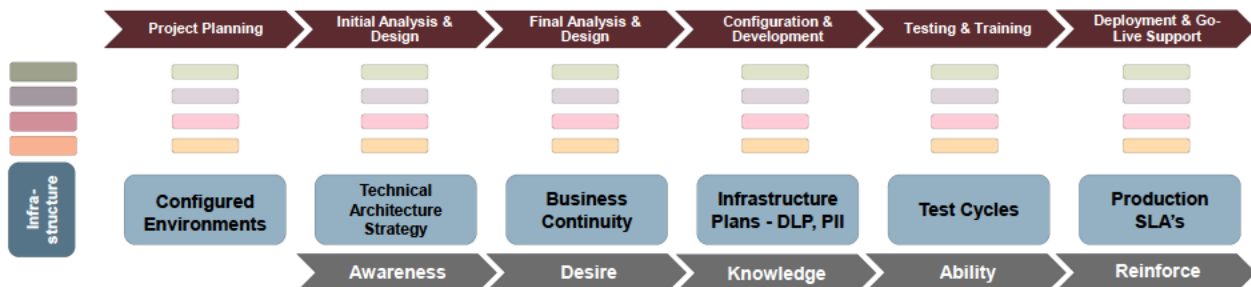
The infrastructure track includes tasks and deliverable required to transition the State and its enterprise financial business processes to the Oracle Cloud SaaS solution. While Oracle will implement its infrastructure standards to support the Oracle Cloud applications, the project team will focus largely on ensuring the State’s infrastructure is aligned with and can effectively integrate with the Oracle Cloud SaaS infrastructure.

The table below lists each of the deliverables from Appendix D: Implementation Services Requirements that are assigned to the infrastructure track, and additional deliverables the CherryRoad team has added for the Hawaii EFS project.

INFRASTRUCTURE TRACK DELIVERABLES	
I01.x Configured Environments	I05.x PII Data Handling Plan
I02.x Technical Architecture Strategy	I06.x Business Continuity Plan
I03.x Business Continuity Strategy	I07.x Volume Test
I04.x Data Loss Prevention Plan	I08.x Production Service Level Agreements*
*Added by CherryRoad Technologies to minimum list of deliverables.	

The CherryRoad infrastructure project team resources identified in Evaluation Criteria 2: Project Organization and Staffing will be primarily responsible for completing the infrastructure track deliverables in collaboration with State project team members. The graphic below depicts the key infrastructure track deliverables to be completed during each of the six Hawaii EFS implementation stages.

Figure 17. Infrastructure Track Key Deliverables



The success of the Hawaii EFS implementation will depend in large part on the seamless integration between the Oracle SaaS system and the State’s existing enterprise infrastructure. CherryRoad will facilitate collaboration with State IT, Oracle SaaS, and Hawaii EFS project



team members to ensure this integration has been properly planned for and implemented ahead of the Hawaii EFS Go-Live.

Infrastructure Track Key Deliverables

There are four key infrastructure track deliverables. The table below lists those infrastructure deliverable descriptions and who (State or CherryRoad) is responsible for leading the completion of the deliverable.

DELIVERABLE	DESCRIPTION	LEAD
102.x Technical Architecture Strategy	The Technical Architecture Strategy deliverable will be completed during the Initial Analysis & Design stage and will document each of the State’s infrastructure components that will integrate with, or be impacted by, the State’s transition to the Oracle Cloud SaaS solution for the Hawaii EFS project. The deliverable will include relevant diagrams, operational requirements, network dependencies, security considerations, and system maintenance internal processes.	CherryRoad
106.x Business Continuity Plan	The Business Continuity Plan deliverable will be completed during the Configuration & Development stage and will document the State’s plan for ensuring the Hawaii EFS system is accessible in the event of a local DR event. The plan will provide procedures for the continuation of State of Hawaii business activities and Hawaii EFS operational responsibilities in the event a disruption is services does occur.	CherryRoad
107.x Volume Test	The Volume Test deliverable will be completed during the Testing & Training stage of the project. CherryRoad team members will coordinate volume testing of designated business processes with representatives from Oracle. The Oracle Load Testing Cloud Services will serve as the primary tool for volume testing the Hawaii EFS system. CherryRoad will document the volume testing results in the Volume Test deliverable document.	CherryRoad
108.x Production Service Levels	The Production Service Levels marks the transition of the Hawaii EFS system from a non-production system to a fully operational production system. The deliverable will mark the beginning of monitoring Oracle SaaS SLAs and CherryRoad Maintenance & Operation services.	CherryRoad

CherryRoad Hawaii EFS Key Personnel

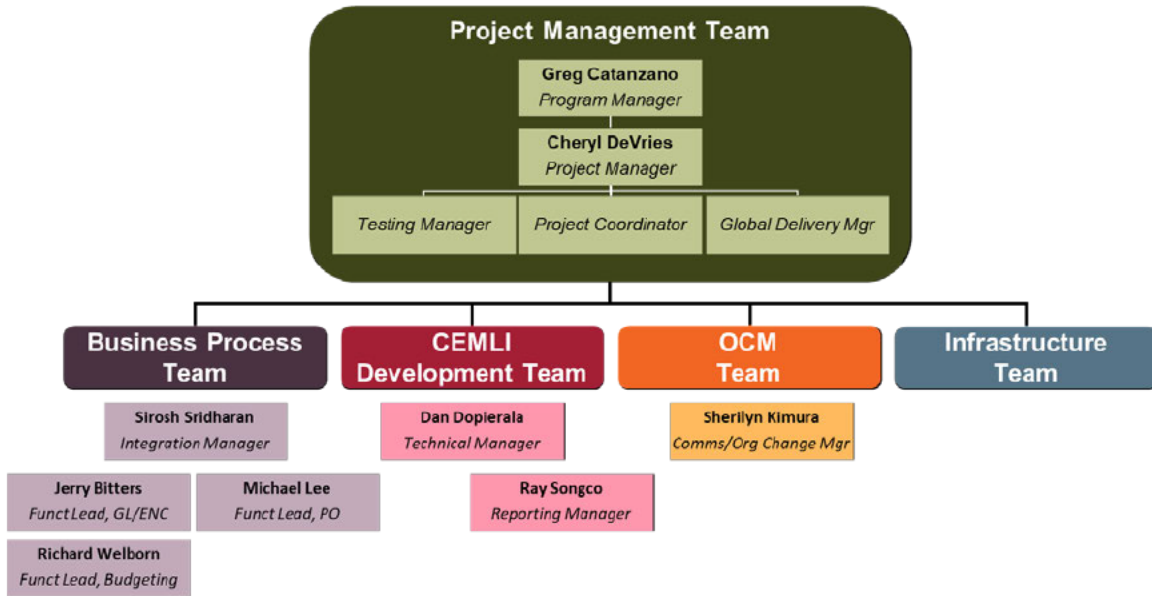
a. Number of key personnel allocated;

In Accordance with Appendix K: Proposed Project Organization and Staffing, CherryRoad has developed a staffing plan that meets the State’s requirements for project team staffing, key personnel requirements, and project governance. A comprehensive staffing plan indicating key personnel participation by month for each project phase is included in Evaluation Criteria



2: Project Organization and Staffing. The graphic below provides an overview of the CherryRoad project organization and key personnel staffing.

Figure 18. CherryRoad Project Organization & Key Staffing



State of Hawaii Laws and Regulations: CherryRoad Understanding

d. A clear understanding of state laws and regulations and a viable plan for implementing these requirements;

CherryRoad understands the State of Hawaii’s laws and regulations regarding the Hawaii EFS project. The State of Hawaii EFS RFP represents the scope of requirements to be met by the CherryRoad proposed Oracle Cloud solution. Any changes to that scope must be approved by the State in the form of an amendment or supplemental agreement.

Through the course of implementation, the project team will uncover additional opportunities to add or update the State’s requirements. Scope management will be required to carefully control project scope and to keep the project on track to meet its Go-Live objectives. The Project Management Plan deliverable will define the scope management project management process to be followed by the project team throughout the project phase.

It is anticipated the project team will accommodate several State requests to add or modify requirements. The proposed Hawaii EFS implementation methodology accounts for this likeliness in the Project Management deliverable track. As the Final Analysis and Design stage comes to an end, the project team will develop a Project Scope document deliverable that will add or modify Hawaii EFS requirements. Following the Project Scope Document, if the State uncovers additional requirements during the remainder of the implementation, a project change advisory board established by the scope management process in the Project



Management Plan deliverable will determine if the new or modified requirements can be added to the project scope.

Lastly, the CherryRoad team is anticipating the use of Jira project management software to serve as a scope management tool for the project. If the State agrees with our use of Jira to manage scope, CherryRoad will license the product so that all required project team members (State and CherryRoad) will have access to the tool.

Hawaii EFS Risk Assessment and Risk Mitigation

h. A risk assessment and risk mitigation plan;

The CherryRoad approach to risk assessment and risk mitigation will be to actively identify, address, and monitor risks throughout implementation. The Project Management Plan deliverable will establish the State and CherryRoad agreed upon project management process for risk management.

It is anticipated the risk management project management process will begin with the establishment of a risk log. CherryRoad proposes the use of Jira project management software to track risks along with issues, opportunities, and decisions. CherryRoad will be responsible for licensing the Jira software so that all project team (State and CherryRoad) members may access it. For each risk, the following information will be recorded in Jira: description, date, owner, status, risk mitigation plan, and comments.

Risks will be managed regularly by the project management team. CherryRoad anticipates a weekly risk meeting where high priority risks are reviewed, and updates recorded in the Jira software. Action plans for open risks are also discussed and assigned out to project team members. Where high priority risks threaten to delay or impede the project, the project management team will escalate those risks to the project steering committee where further action may be taken.

Quality Control Plan

i. A quality control plan that includes key performance indicators as described in Section 7.4 of the Contract Management section;

The quality management project management process will be defined by the Project Management Plan deliverable during the Project Planning stage of the Core phase. Quality management is the method in which the project team incorporates quality assurance and quality control throughout the Hawaii EFS project. Quality assurance is the set of activities that ensures the development process adequately delivers a project that meets strategic objectives and tactical requirements; in other words, quality assurance is about defect prevention. Quality control is the set of activities designed to evaluate the developed work product; quality control is about defect detection.



To accomplish these tasks, the CherryRoad project management team will perform the following functions and activities:

Quality Assurance – the project team will create, implement, audit, and communicate quality processes. Requirement traceability is embedded in the Hawaii EFS work breakdown structure. Requirements are reviewed and organized by business process in the Project Planning, Initial Analysis & Design, and Final Analysis & Design stages. Oracle Cloud application functionality and CEMLI development items needed to meet the requirements are configured and developed during the Configuration & Development stage. Test scripts are written, and test cycles executed to confirm if the system design meets the requirements during the Testing & Training Stage. Finally, completed requirements traceability documentation is updated as a part of the Phase Closeout during the Deployment & Go-Live Support stage.

Quality Control – the project team will perform tests, measure results, correct defects, and validate defect resolutions. The proposed Hawaii EFS implementation approach promotes quality control through the organization of CEMLI Development tasks into CEMLI releases. The project team will follow an iterative approach to the design, build, and test of the individual configuration, enhancement, and integration CEMLI scope elements. The CEMLI Development Plan and CEMLI Release Management Plan deliverables will establish these Quality Control processes during the Project Planning stage of the Core phase.

Achieving and Tracking Hawaii EFS Deliverables

j. The approach to tracking and achieving the required deliverables;

CherryRoad's proposed Hawaii EFS implementation methodology aligns with the deliverable based approach described by the State in the EFS RFP. In this Evaluation Criteria: 4 Technical Solution – Technical Requirements, CherryRoad shows how the project is rigorously structured so that all project tasks and work products roll up to implementation deliverables.

In Evaluation Criteria 5: Business Solution – Implementation Requirements CherryRoad has provided an initial project schedule for each project phase. In the project schedule, CherryRoad has listed all tasks by deliverable, establishing a work breakdown structure that clearly organizes the work by implementation tracks which align with the CherryRoad staffing plan. In the project schedule, each deliverable is assigned a WBS identification (ID). The project team will reference the WBS ID when providing status to the project management team and steering committee. This approach will allow the State to have complete visibility of the active deliverables at each stage of the project.



Evaluation Criteria 5: Business Solution – Implementation Requirements

Implementation Plans Included with Offer

CherryRoad has completed Appendix D: Implementation Services Requirements in accordance with the State’s RFP instructions. The Hawaii EFS implementation services requirements in conjunction with CherryRoad’s experience implementing Oracle Cloud applications are the drivers behind the CherryRoad proposed Hawaii EFS Implementation Plan.

Hawaii EFS Implementation Plan Summary

CherryRoad has developed an implementation plan that aligns with State’s preferred schedule listed in RFP Section 7.5: Key Performance Indicators (KPIs). The implementation plan includes three project phases – Core, Expansion, and Optional. Each project phase will include the requirements designated by the State in the corresponding appendices A-1, A-2, and B. Each project phase will Go-Live in the timeframe included in the RFP.

PROJECT PHASE	REQUIREMENTS	GO-LIVE DATE
Core Phase	Appendix A-1: Core Phase Requirements	July 1, 2022
Expansion Phase	Appendix A-2: Expansion Phase Requirements	July 1, 2023
Optional Phase	Appendix B: Optional Phase Requirements	January 1, 2024

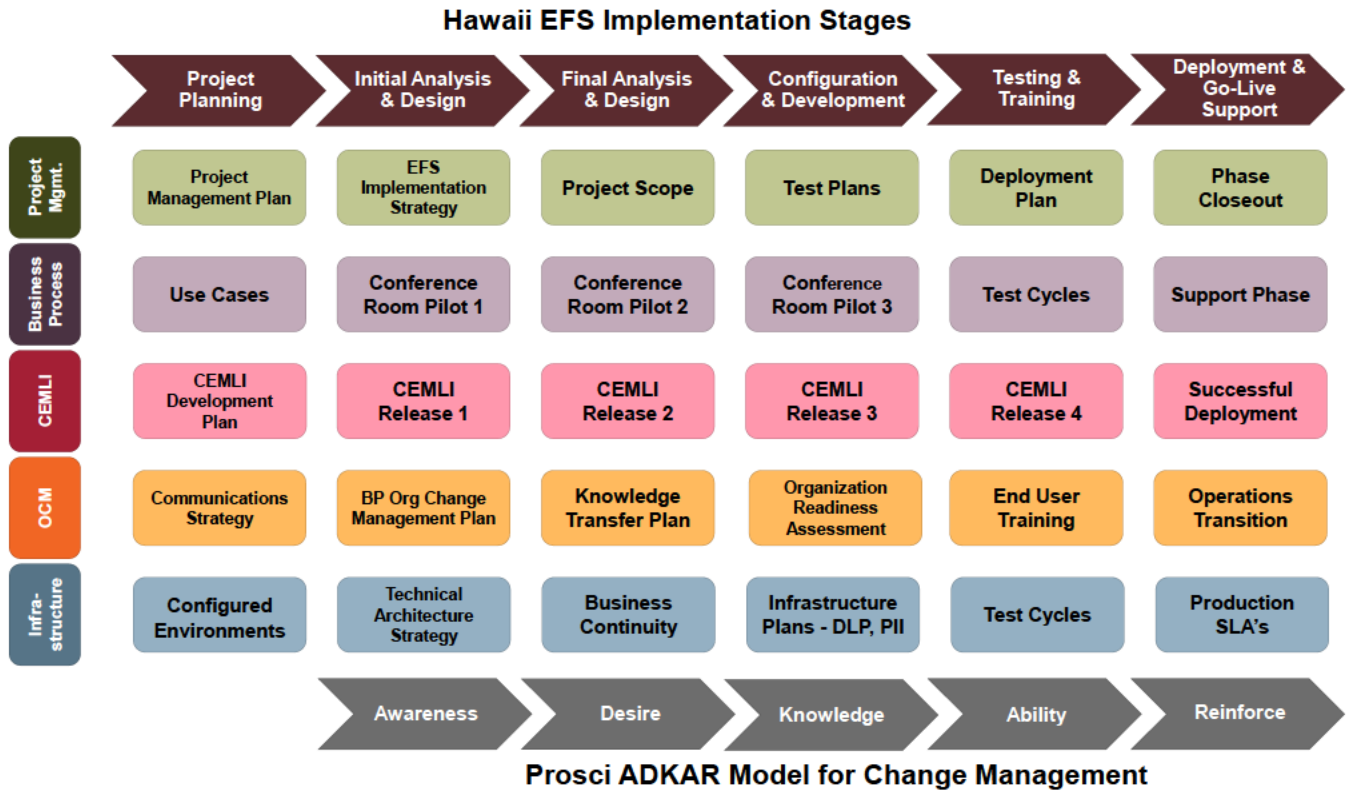
CherryRoad has analyzed the tasks and deliverables documented by the State in Appendix D: Implementation Services Requirements and has developed an EFS implementation approach that accounts for each of the State’s requirements while adding several additional Oracle Cloud best practices tasks and deliverables based largely on Oracle’s Unified Method (OUM). We anticipate the merging of these methods will allow for improved decision making, focus on operational knowledge transfer, development of business process centric end user training, and an alignment of project tasks with the Prosci ADKAR® Model for change management.

The diagram below depicts the CherryRoad Oracle Cloud implementation methodology proposed for the Hawaii EFS project. The methodology is structured to be repeatable, allowing the implementation tasks to be duplicated across the multiple implementation phases (i.e., Core, Expansion, Optional) of the Hawaii EFS project. Across the top, left to right, the methodology includes the six stages of implementation – Project Planning, Initial Analysis & Design, Final Analysis & Design, Configuration & Development, Testing & Training, and Deployment & Go-Live Support – specified in Appendix D of the Hawaii EFS RFP. These project stages correlate to the stages of the Prosci ADKAR® Model for change management across the bottom, left to right – Awareness, Desire, Knowledge, Ability, Reinforcement. The boxes within the diagram represent key deliverables that will be completed by the project team over the course of implementation. Lastly, the left most column lists the implementation tracks



– Project Management, Business Process, CEMLI Development, Organizational Change Management, Infrastructure – indicating the project team resources primarily responsible for facilitating completion of the deliverables and other implementation tasks within the track.

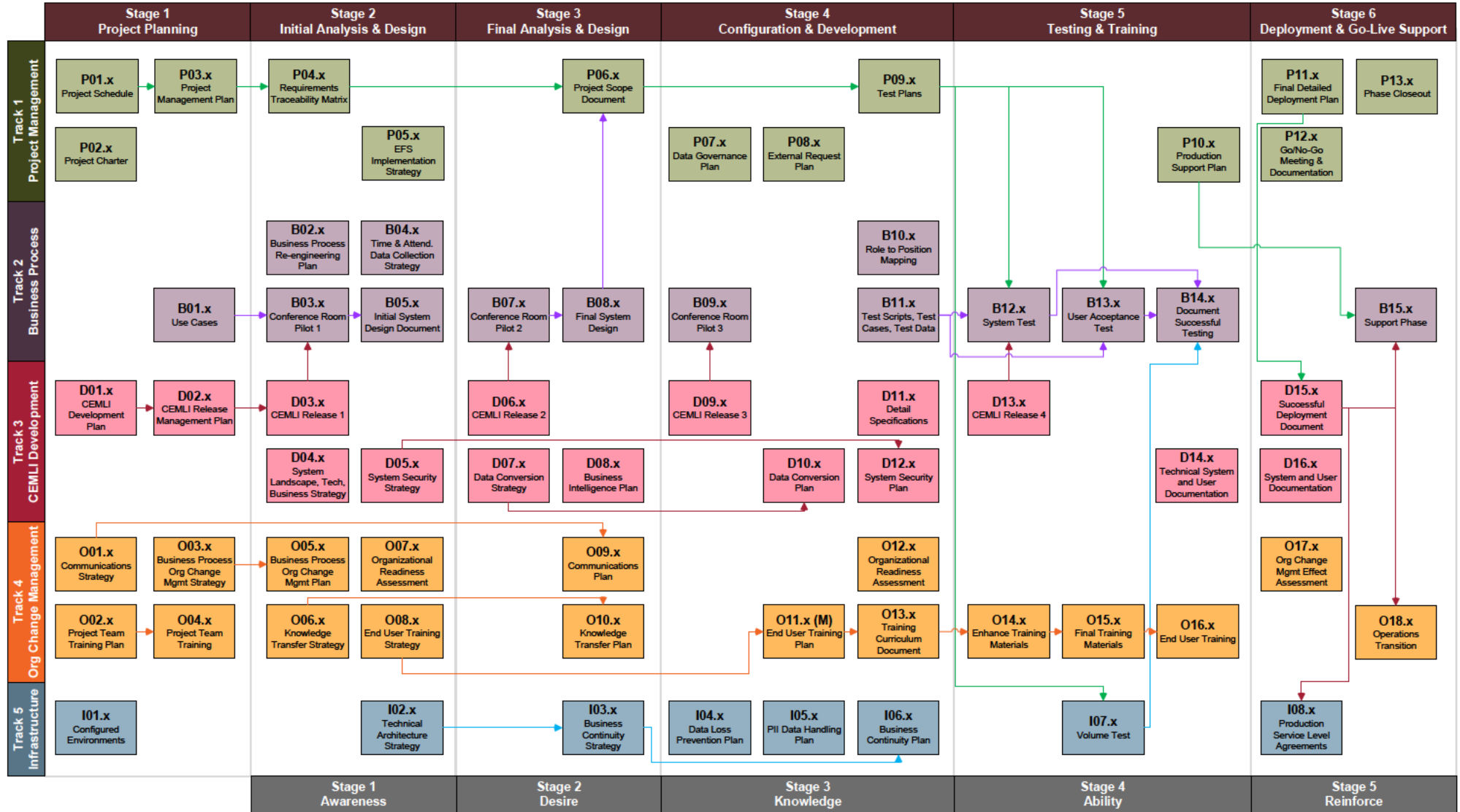
Figure 19. Oracle Cloud Implementation Methodology for Hawaii EFS



The diagram above provides a summary view of the Oracle Cloud Implementation Methodology for Hawaii EFS. The CherryRoad implementation plan, however, requires much greater detail to effectively organize the requirements specified in Appendix D: Implementation Services Requirements. For each project phase the CherryRoad team will build the Project Schedule deliverable to align with the Hawaii EFS Work Breakdown Structure diagram.



Figure 20. Hawaii EFS Work Breakdown Structure Diagram





For each phase of the State's EFS project, the CherryRoad team will repeat these six stages of implementation. For additional details on the implementation tracks and deliverables, the Oracle Cloud Implementation Methodology for Hawaii EFS is described in great detail in Evaluation Criteria 4: Business Solution – Technical Requirements section of this proposal response.

Hawaii EFS Core Phase Implementation Plan

As described above, the project team will follow the Oracle Cloud Implementation Methodology for Hawaii EFS for each phase of the State's EFS project. For the EFS Core Phase, the implementation scope, implementation timeline, and implementation project team are as follows.

Core Phase Implementation Scope

In accordance with the RFP, the Core Phase implementation scope includes deployment of the Oracle Cloud application features required to meet the State's requirements listed in Appendix A-1: Core Phase Requirements. The functional requirements to be met are categorized as follows:

- General Ledger
- Encumbrances
- Accounts Payable
- Accounts Receivable
- Cash Management
- Purchasing
- Data Warehouse

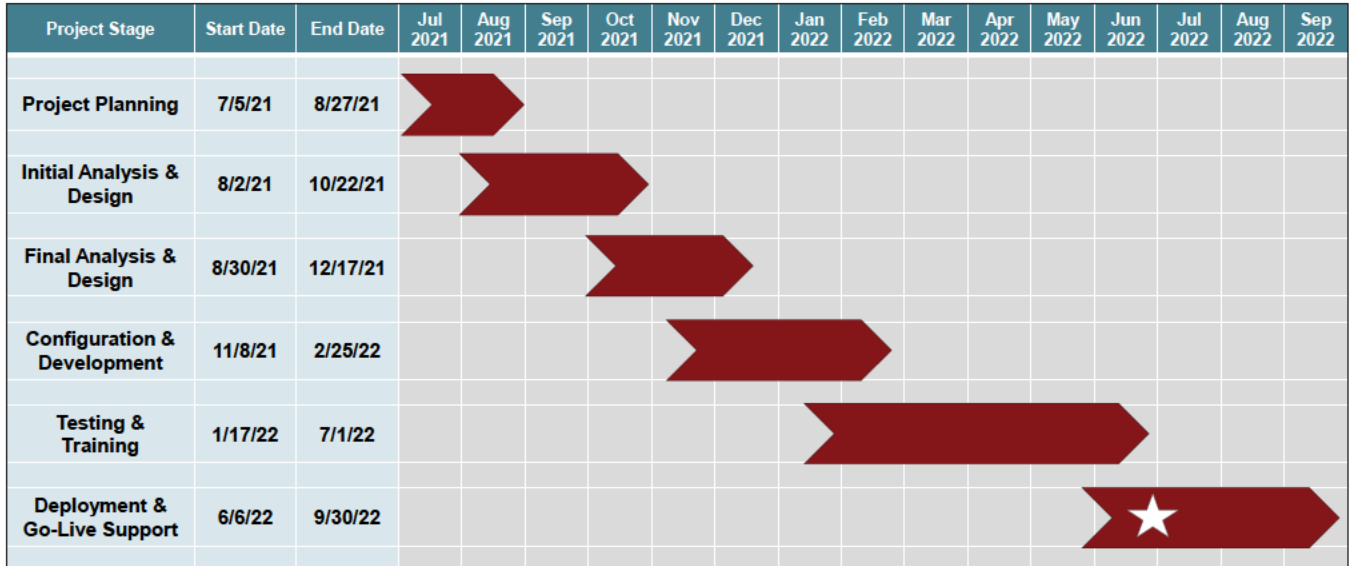
The CherryRoad team will complete the implementation tasks in accordance with Appendix A-1: Core Phase Requirements responses included in this proposal.

Core Phase Implementation Timeline

The CherryRoad proposed implementation plan for the Hawaii EFS Core Phase includes a twelve (12) month implementation with July 1, 2022 Go-Live, followed by the Support phase of three (3) months. The Gantt chart that follows depicts the Hawaii EFS Core Phase timeline with start and end dates for each of the six implementation stages. The Gantt chart is consistent with the Core Phase detailed project schedule included in Evaluation Criteria 5: Business Solution – Implementation Requirements, Work Plan, and Schedule.



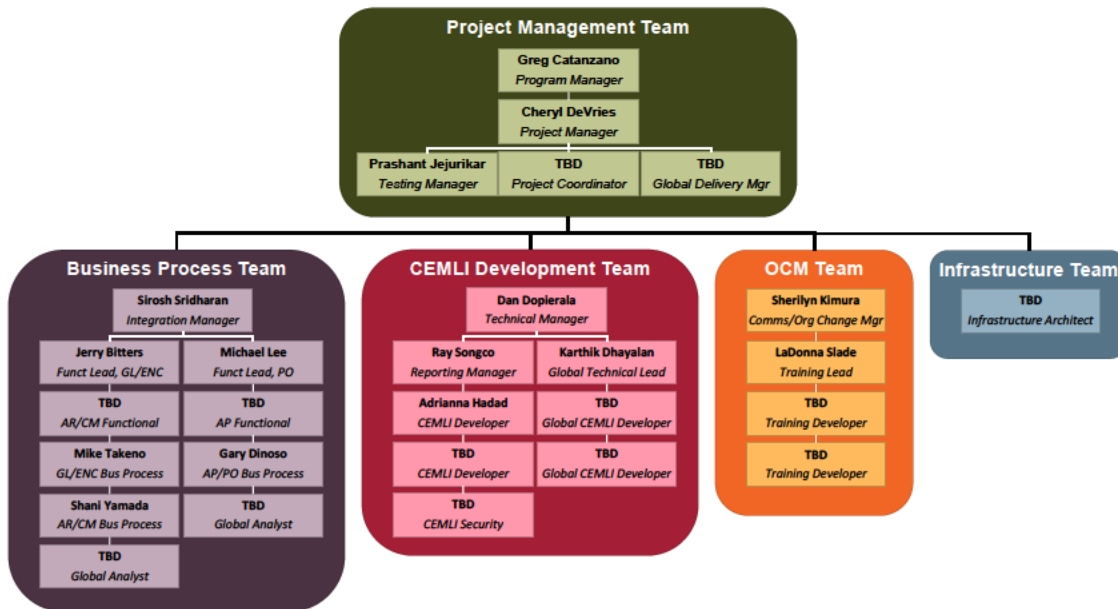
Figure 21. Hawaii EFS Core Phase Summary Gantt Chart



Core Phase Implementation Resources

The CherryRoad proposed implementation plan for the Hawaii EFS Core Phase includes a project team required to meet the RFP requirements while also meeting the State’s preferred timeline. The project organization chart below depicts the CherryRoad project team to be assigned to the Core Phase. Evaluation Criteria 2: Project Organization and Staffing section of this proposal provides a comprehensive staffing plan that meets the requirements defined by RFP Appendix K: Proposed Project Organization and Staffing.

Figure 22. Hawaii EFS Core Phase CherryRoad Project Organization Chart





Hawaii EFS Expansion Phase Implementation Plan

As described above, the project team will follow the Oracle Cloud Implementation Methodology for Hawaii EFS for each phase of the Hawaii EFS project. For the Hawaii EFS Expansion Phase, the implementation scope, implementation timeline, and implementation project team are as follows.

Expansion Phase Implementation Scope

In accordance with the RFP, the Expansion Phase implementation scope includes deployment of the Oracle Cloud application features required to meet the State’s requirements listed in Appendix A-2: Expansion Phase Requirements. The functional requirements to be met are categorized as follows:

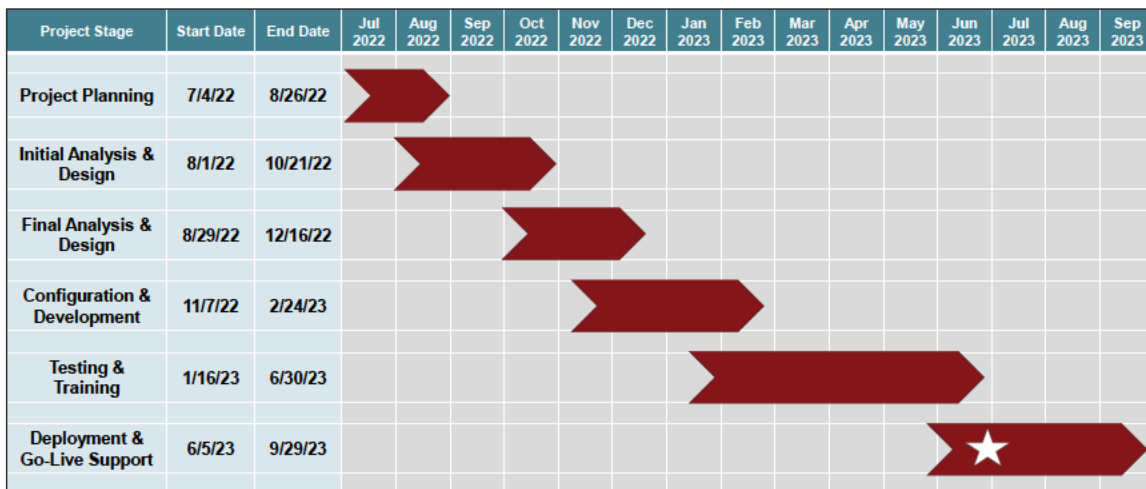
- Projects
- Appropriations
- Budget
- Travel
- eProcurement Interface
- Grant Management
- Bonds

The CherryRoad team will complete the implementation tasks in accordance with Appendix A-2: Expansion Phase Requirements responses included in this proposal.

Expansion Phase Implementation Timeline

The CherryRoad proposed implementation plan for the Hawaii EFS Expansion Phase includes a twelve-month implementation with a July 1, 2023 go-live, followed by a three-month support phase. The Gantt chart that follows depicts the Hawaii EFS Expansion Phase timeline with start and end dates for each of the six implementation stages. The Gantt chart is consistent with the Expansion Phase detailed project schedule included in Evaluation Criteria 5: Business Solution – Implementation Requirements, Work Plan, and Schedule.

Figure 23. Hawaii EFS Expansion Phase Summary Gantt Chart

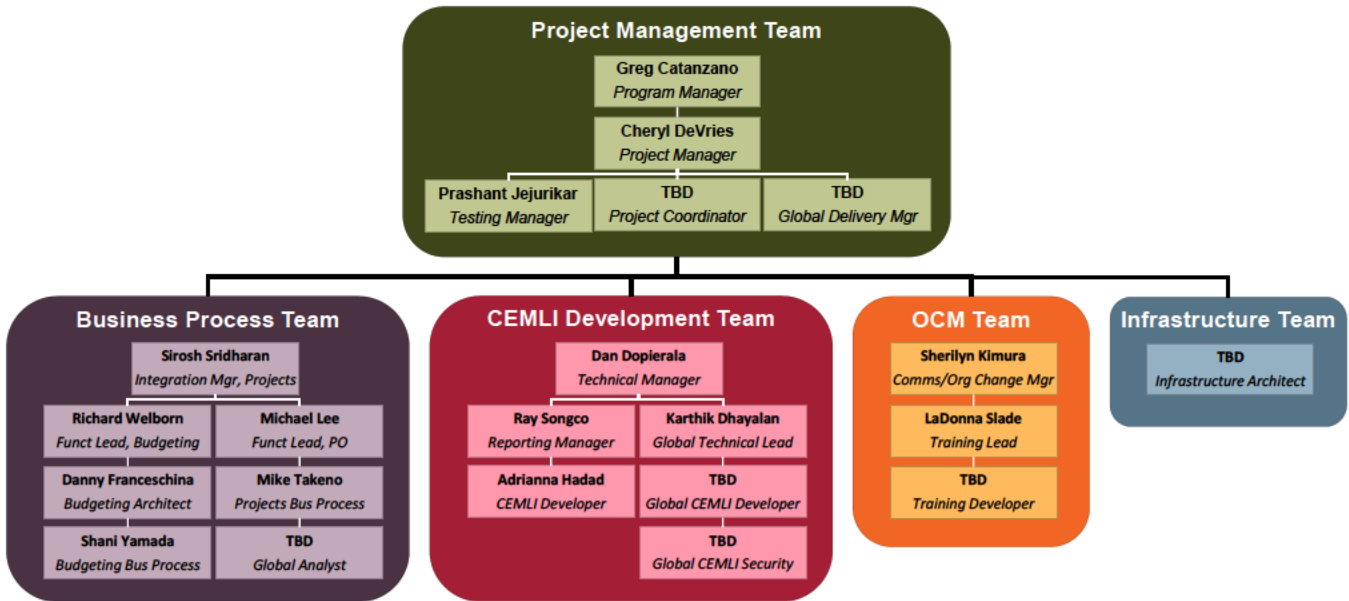




Expansion Phase Implementation Resources

The CherryRoad proposed implementation plan for the Hawaii EFS Expansion Phase includes a project team required to meet the RFP requirements while also meeting the State’s preferred timeline. The project organization chart below depicts the CherryRoad project team to be assigned to the Expansion Phase. Evaluation Criteria 2: Project Organization and Staffing section of this proposal provides a comprehensive staffing plan that meets the requirements defined by RFP Appendix K: Proposed Project Organization and Staffing.

Figure 24. Hawaii EFS Expansion Phase CherryRoad Project Organization Chart



Hawaii EFS Optional Phase Implementation Plan

As described above, the project team will follow the Oracle Cloud Implementation Methodology for Hawaii EFS for each phase of the Hawaii EFS project. For the Hawaii EFS Optional Phase, the implementation scope, implementation timeline, and implementation project team are as follows.

Optional Phase Implementation Scope

In accordance with the RFP, the Optional Phase implementation scope includes deployment of the Oracle Cloud and third-party application features required to meet the State’s requirements listed in Appendix B: Optional Phase Requirements. The functional requirements to be met are categorized as follows:

- Investments
- Asset Inventory

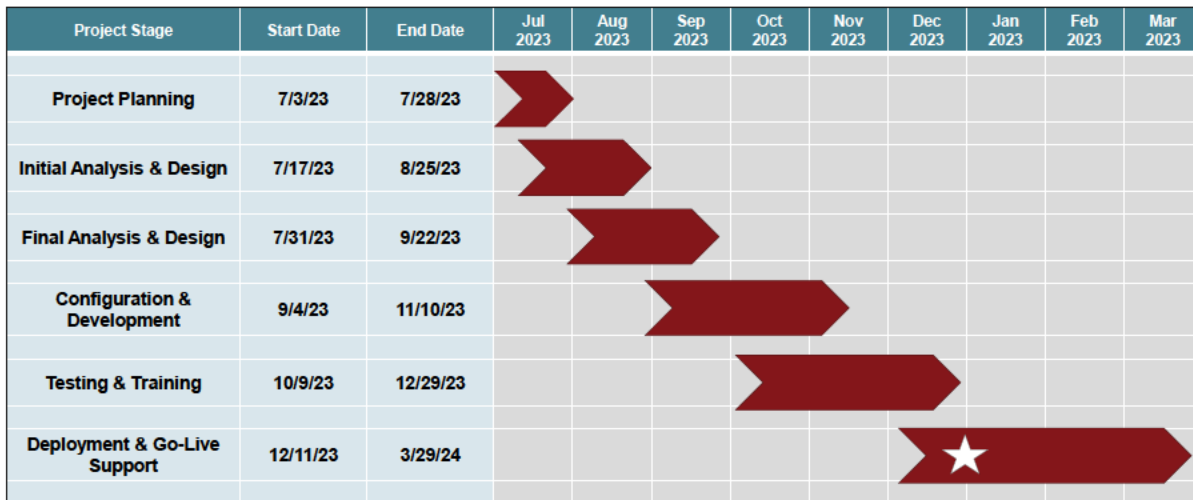


The CherryRoad team will complete the implementation tasks in accordance with Appendix B: Optional Phase Requirements responses included in this proposal.

Optional Phase Implementation Timeline

The CherryRoad proposed implementation plan for the Hawaii EFS Optional Phase includes a six-month implementation with a January 1, 2024 Go-Live, followed by a three-month support phase. The Gantt chart that follows depicts the Hawaii EFS Optional Phase timeline with start and end dates for each of the six implementation stages. The Gantt chart is consistent with the Optional Phase detailed project schedule included in Evaluation Criteria 5: Business Solution – Implementation Requirements, Work Plan, and Schedule.

Figure 25. Hawaii EFS Optional Phase Summary Gantt Chart

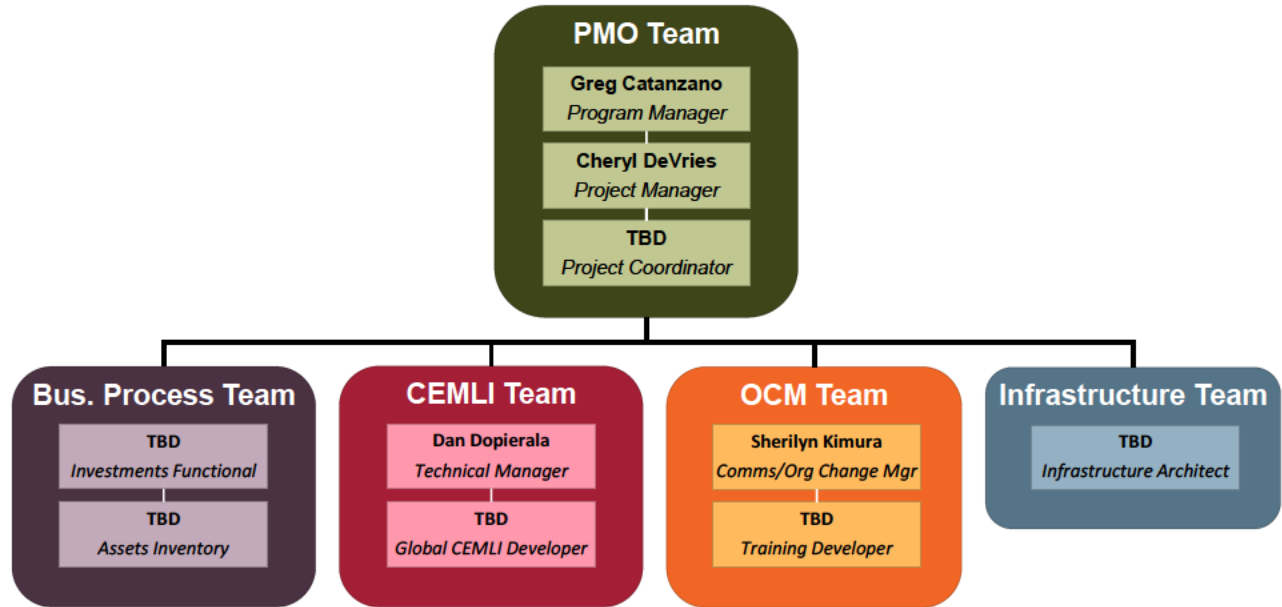


Optional Phase Implementation Resources

The CherryRoad proposed implementation plan for the Hawaii EFS Optional Phase includes a project team required to meet the RFP requirements while also meeting the State’s preferred timeline. The project organization chart below depicts the CherryRoad project team to be assigned to the Optional Phase. Evaluation Criteria 2: Project Organization and Staffing section of this proposal provides a comprehensive staffing plan that meets the requirements defined by RFP Appendix K: Proposed Project Organization, and Staffing.



Figure 26. Hawaii EFS Optional Phase CherryRoad Project Organization Chart



Work Plan and Schedule

CherryRoad has developed an initial project schedule for each of the Hawaii EFS Project Phases (i.e., Core, Expansion, Optional). The project schedule is developed in the CherryRoad preferred project scheduling software, Smartsheet. The project schedule is structured to match the Hawaii EFS work breakdown structure, with start and end dates aligned with those depicted in the Hawaii EFS Implementation Plan Gantt charts described in Evaluation Criteria 5: Business Solution – Implementation Requirements, Implementation Plans.

The following WBS files are provided in Microsoft Project (MPP), Excel (XLS), and PDF format in folders labeled as follows:

- RFP-ERP-2020_CherryRoad_EFS Core Phase.zip
- RFP-ERP-2020_CherryRoad_EFS Expansion Phase.zip
- RFP-ERP-2020_CherryRoad_EFS Optional Phase.zip



Hawaii EFS Core Phase Project Schedule

WBS ID	Task Name	Duration	Start	Finish	Predecessors	Q3									Q4			Q1			Q2			Q3		
						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep						
1	Stage 1 Project Planning	40d	07/06/21	08/27/21																						
1.1	Project Management Track	40d	07/06/21	08/27/21																						
1.1.1	P01.1 Project Schedule	20d	07/06/21	07/30/21																						
1.1.2	P02.1 Project Charter	10d	07/05/21	07/16/21																						
1.1.3	P03.1 Project Management Plan	20d	08/02/21	08/27/21	3, 4																					
1.2	Business Process Track	20d	07/06/21	07/30/21																						
1.2.1	B01.1 Use Cases	20d	07/05/21	07/30/21																						
1.3	CEMLJ Development Track	20d	07/06/21	07/30/21																						
1.3.1	D01.1 CEMLI Development Plan	10d	07/06/21	07/16/21																						
1.3.2	D02.1 CEMLI Release Management Plan	10d	07/19/21	07/30/21	9																					
1.4	Organizational Change Management Track	30d	07/06/21	08/13/21																						
1.4.1	O01.1 Communications Strategy	10d	07/06/21	07/16/21																						
1.4.2	O02.1 Project Team Training Plan	10d	07/06/21	07/16/21																						
1.4.3	O03.1 Business Process Organizational Change Management Strategy	20d	07/19/21	08/13/21	12																					
1.4.4	O04.1 Project Team Training	20d	07/19/21	08/13/21	13																					
1.5	Infrastructure Track	10d	07/06/21	07/16/21																						
1.5.1	I01.1 Configured Environments (Sandbox and Development)	10d	07/06/21	07/16/21																						
2	Stage 2 Initial Analysis and Design	60d	08/02/21	10/22/21																						
2.1	Project Management Track	30d	08/13/21	10/22/21																						
2.1.1	P04.1 Requirements Traceability Matrix	20d	08/13/21	10/08/21	24FS - 10d, 7																					
2.1.2	P05.1 EFS Implementation Strategy	20d	08/27/21	10/22/21	24																					
2.2	Business Process Track	60d	08/02/21	10/08/21																						
2.2.1	B02.1 Business Process Re-engineering Plan	20d	08/02/21	08/27/21	7																					
2.2.2	B03.1 Conference Room Pilot 1	40d	08/02/21	09/24/21	7																					
2.2.3	B04.1 Time & Attendance Data Collection Strategy	20d	08/30/21	09/24/21	23																					
2.2.4	B05.1 Initial System Design Document	10d	09/27/21	10/08/21	24																					
2.3	CEMLJ Development Track	50d	08/02/21	10/08/21																						
2.3.1	D03.1 CEMLI Release 1	20d	08/02/21	08/27/21	10																					
2.3.2	D04.1 System Landscape, Technical, and Business Design Strategy	20d	08/30/21	09/24/21	28																					
2.3.3	D05.1 System Security Strategy	10d	09/27/21	10/08/21	29																					
2.4	Organizational Change Management Track	50d	08/02/21	10/08/21																						
2.4.1	O05.1 Business Process Organizational Change Management Plan	20d	08/02/21	08/27/21	7																					
2.4.2	O06.1 Knowledge Transfer Strategy	15d	08/30/21	09/17/21	23																					
2.4.3	O07.1 Organizational Readiness Assessment	30d	08/30/21	10/08/21	32																					
2.4.4	O08.1 End User Training Strategy	15d	09/20/21	10/08/21	33																					
2.5	Infrastructure Track	20d	08/02/21	09/27/21																						
2.5.1	I02.1 Technical Architecture Strategy	20d	08/02/21	08/27/21	17FS +10d																					
3	Stage 3 Final Analysis and Design	60d	08/30/21	12/17/21																						
3.1	Project Management Track	10d	12/08/21	12/17/21																						
3.1.1	P06.1 Project Scope Document	10d	12/06/21	12/17/21	42																					
3.2	Business Process Track	60d	10/11/21	12/17/21																						
3.2.1	B07.1 Conference Room Pilot 2	40d	10/11/21	12/03/21	28																					
3.2.2	B08.1 Final System Design Document	10d	12/06/21	12/17/21	42																					
3.3	CEMLJ Development Track	60d	08/30/21	12/17/21																						
3.3.1	D06.1 CEMLI Release 2	50d	08/30/21	11/05/21	28																					
3.3.2	D07.1 Data Conversion Strategy	10d	11/08/21	11/19/21	46																					
3.3.3	D08.1 Business Intelligence Plan	20d	11/22/21	12/17/21	48																					
3.4	Organizational Change Management Track	40d	10/11/21	12/03/21																						



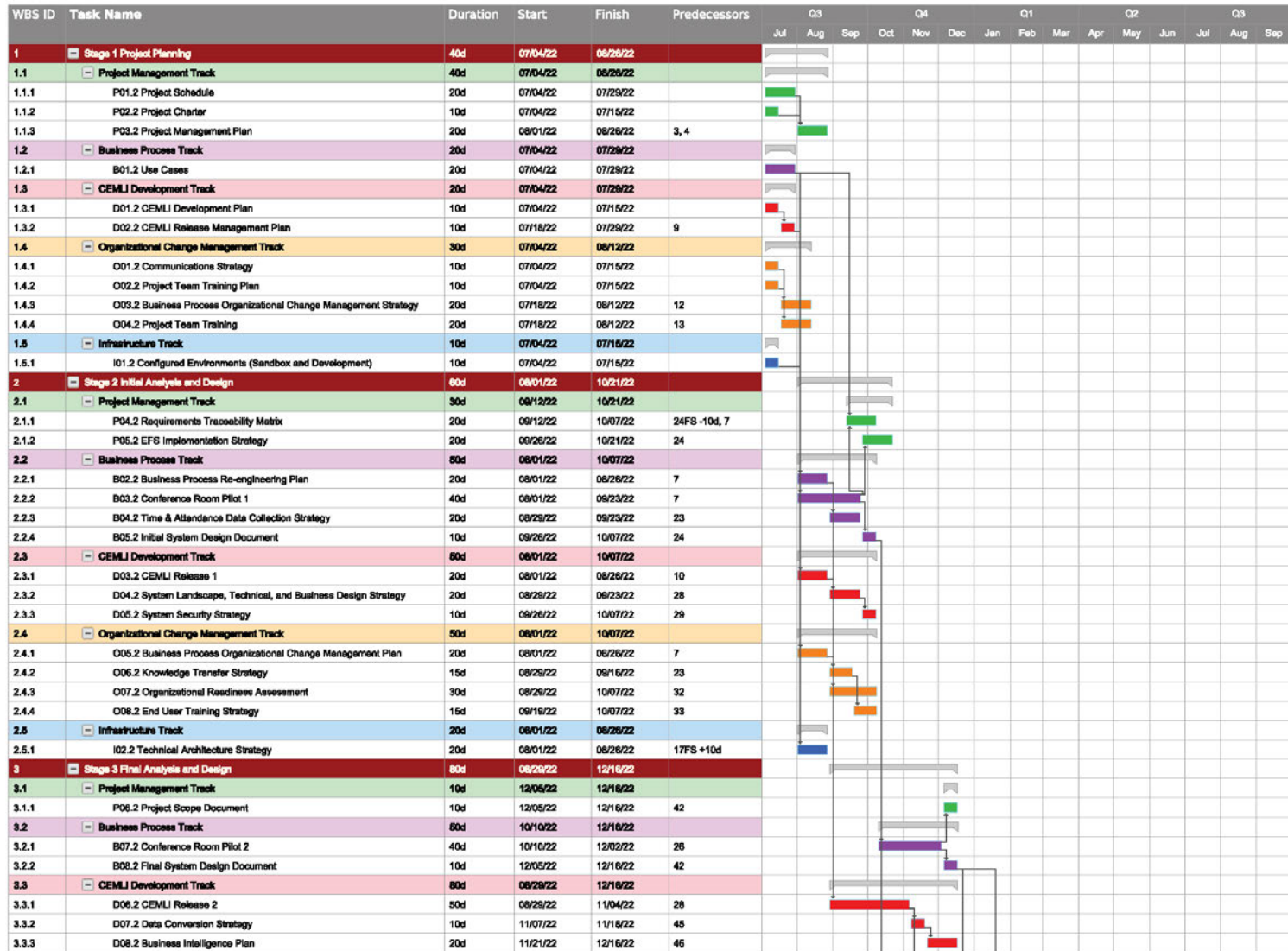
WBS ID	Task Name	Duration	Start	Finish	Predecessors	Q3			Q4			Q1			Q2			Q3			
						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
3.4.1	O09.1 Communications Plan	20d	10/11/21	11/05/21	26																
3.4.2	O10.1 Knowledge Transfer Plan	20d	11/08/21	12/03/21	49																
3.5	Infrastructure Track	20d	10/11/21	11/05/21																	
3.5.1	I03.1 Business Continuity Strategy	20d	10/11/21	11/05/21	26																
4	Stage 4 Configuration and Development	80d	11/08/21	02/25/22																	
4.1	Project Management Track	40d	12/20/21	02/11/22																	
4.1.1	P07.1 Data Governance Structure Plan	10d	12/20/21	12/31/21	43																
4.1.2	P08.1 External Request Plan	10d	01/03/22	01/14/22	55																
4.1.3	P09.1 Test Plans	20d	01/17/22	02/11/22	61SS -20d																
4.2	Business Process Track	50d	12/20/21	02/25/22																	
4.2.1	B09.1 Conference Room Pilot 3	40d	12/20/21	02/11/22	43																
4.2.2	B10.1 Role to Position Mapping	20d	01/31/22	02/25/22	66																
4.2.3	B11.1 Test Scripts, Test Cases, and Test Data	10d	02/14/22	02/25/22	59, 65																
4.3	CEMLI Development Track	70d	11/08/21	02/11/22																	
4.3.1	D09.1 CEMLI Release 3	50d	11/08/21	01/14/22	45																
4.3.2	D10.1 Data Conversion Plan	15d	12/20/21	01/07/22	43																
4.3.3	D11.1 Detail Functional and Technical Specifications	20d	01/17/22	02/11/22	63																
4.3.4	D12.1 System Security Plan	15d	01/10/22	01/28/22	64																
4.4	Organizational Change Management Track	50d	12/20/21	02/25/22																	
4.4.1	O11.1 End User Training Plan	20d	12/20/21	01/14/22	43																
4.4.2	O12.1 Organizational Readiness Assessment	10d	02/14/22	02/25/22	59																
4.4.3	O13.1 Training Curriculum Document	20d	01/17/22	02/11/22	68																
4.5	Infrastructure Track	30d	01/17/22	02/25/22																	
4.5.1	I04.1 Data Loss Prevention Plan	10d	01/17/22	01/28/22	43FS +20d																
4.5.2	I05.1 PII Handling Plan	10d	01/31/22	02/11/22	72																
4.5.3	I06.1 Business Continuity Plan	10d	02/14/22	02/25/22	73																
5	Stage 5 Testing and Training	120d	01/17/22	07/01/22																	
5.1	Project Management Track	20d	03/28/22	04/22/22																	
5.1.1	P10.1 Production Support Plan	20d	03/28/22	04/22/22	61FS +20d																
5.2	Business Process Track	90d	02/28/22	07/01/22																	
5.2.1	B12.1 System Test	50d	02/28/22	05/08/22	61																
5.2.2	B13.1 User Acceptance Test	30d	05/08/22	06/17/22	79																
5.2.3	B14.1 Document Test Results	10d	06/20/22	07/01/22	80																
5.3	CEMLI Development Track	80d	01/17/22	06/09/22																	
5.3.1	D13.1 CEMLI Release 4	50d	01/17/22	03/25/22	63																
5.3.2	D14.1 Technical System and User Documentation	30d	03/28/22	05/08/22	83																
5.4	Organizational Change Management Track	90d	02/28/22	07/01/22																	
5.4.1	O14.1 Enhance Training Materials	40d	02/28/22	04/22/22	61, 70																
5.4.2	O15.1 Final Training Materials	20d	04/25/22	05/20/22	86																
5.4.3	O16.1 End User Training	30d	05/23/22	07/01/22	87																
5.5	Infrastructure Track	20d	05/09/22	06/03/22																	
5.5.1	I07.1 Volume Test	20d	05/09/22	06/03/22	79																
6	Stage 6 Deployment and Go-Live Support	65d	06/06/22	09/30/22																	
6.1	Project Management Track	65d	06/06/22	09/30/22																	
6.1.1	P11.1 Final Detailed Deployment Plan	10d	06/06/22	06/17/22	80FS -10d																
6.1.2	P12.1 Go/No-Go Meeting and Go/No-Go Documentation	10d	06/20/22	07/01/22	80																
6.1.3	P13.1 Phase Closeout	20d	09/05/22	09/30/22	97FS -20d																
6.2	Business Process Track	66d	07/01/22	09/30/22																	

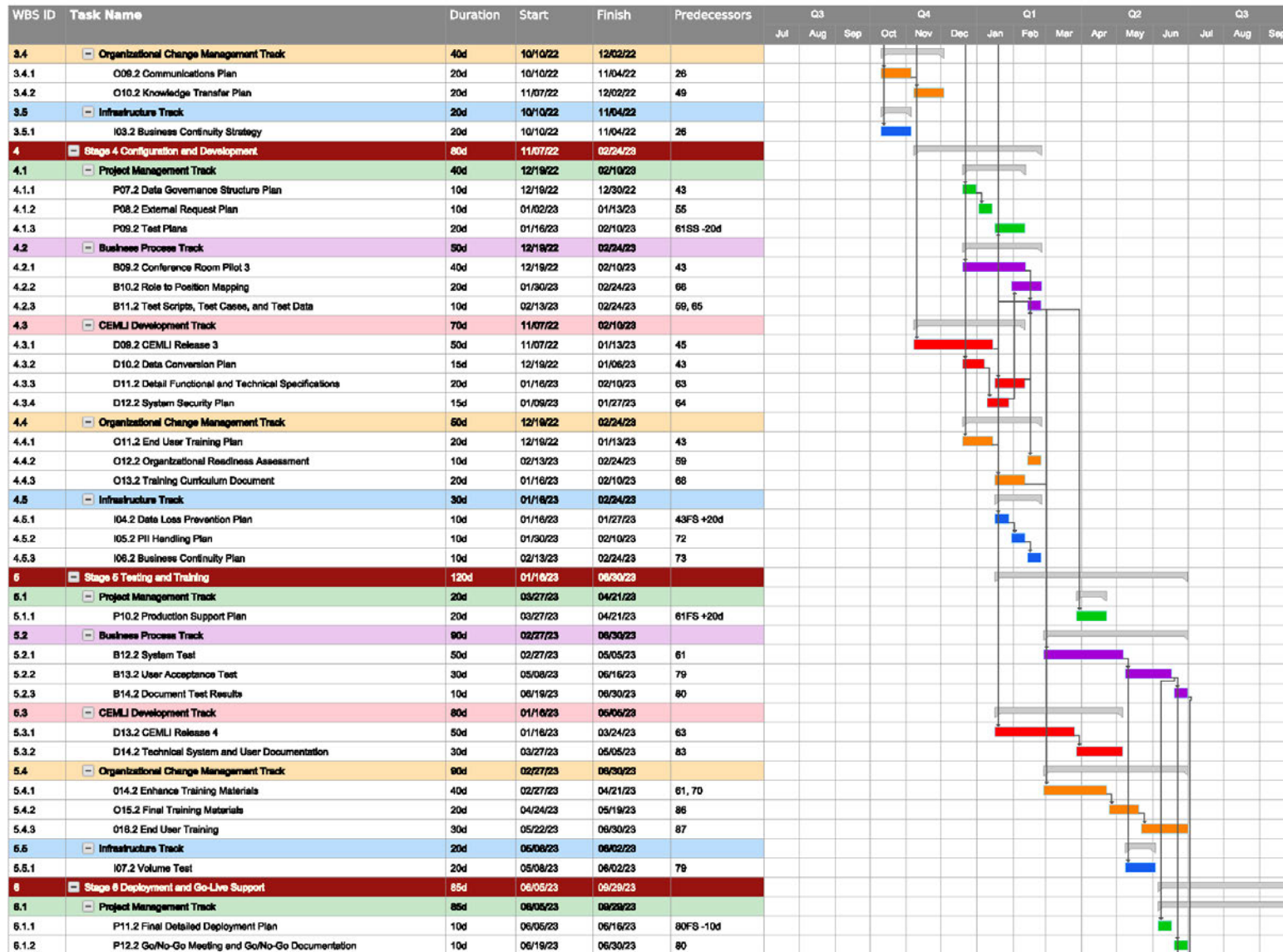


WBS ID	Task Name	Duration	Start	Finish	Predecessors	Q3			Q4			Q1			Q2			Q3									
						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep							
6.2.1	B15.1 Support Phase	66d	07/01/22	09/30/22	81FS -1d																						
6.3	CEMLI Development Track	60d	06/20/22	08/26/22																							
6.3.1	D15.1 Successful Deployment Document	30d	06/20/22	07/29/22	80																						
6.3.2	D16.1 System and User Documentation	20d	08/01/22	08/26/22	99																						
6.4	Organizational Change Management Track	45d	08/01/22	09/30/22																							
6.4.1	O17.1 Organizational Change Management Effectiveness Assessment	20d	08/01/22	08/26/22	99																						
6.4.2	O18.1 Operations Transition	25d	08/29/22	09/30/22	102																						
6.5	Infrastructure Track	20d	07/04/22	07/29/22																							
6.5.1	I08.1 Productions Service Level Agreements	20d	07/04/22	07/29/22	99FS -20d																						



Hawaii EFS Expansion Phase Project Schedule





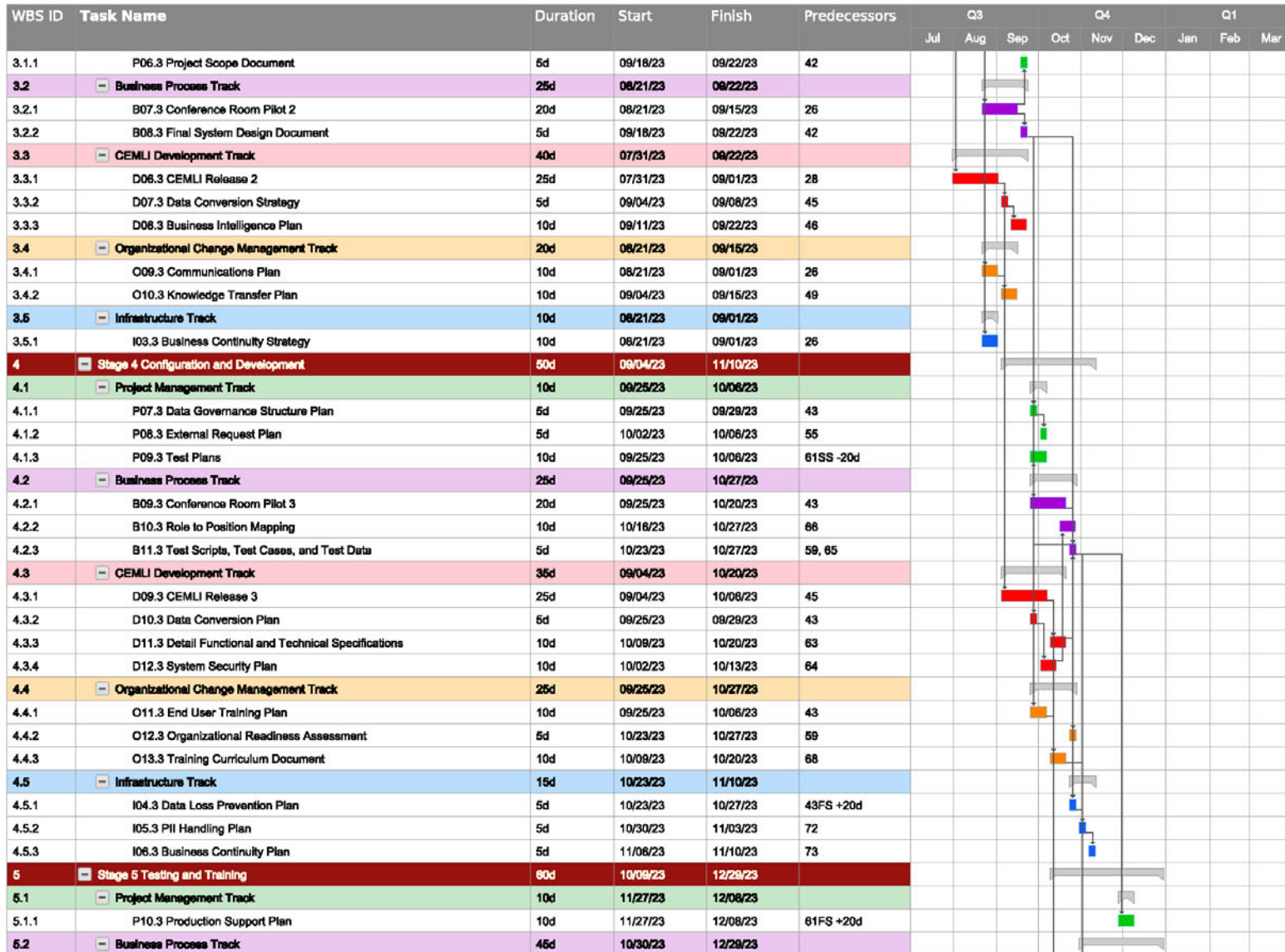


WBS ID	Task Name	Duration	Start	Finish	Predecessors	Q3			Q4			Q1			Q2			Q3				
						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
6.1.3	P13.2 Phase Closeout	20d	09/04/23	09/29/23	97FS -20d																	
6.2	Business Process Track	65d	08/30/23	09/29/23																		
6.2.1	B15.2 Support Phase	65d	09/30/23	09/29/23	B1FS -1d																	
6.3	CEMLI Development Track	90d	08/19/23	08/25/23																		
6.3.1	D15.2 Successful Deployment Document	30d	06/19/23	07/28/23	80																	
6.3.2	D18.2 System and User Documentation	20d	07/31/23	08/25/23	99																	
6.4	Organizational Change Management Track	46d	07/31/23	09/29/23																		
6.4.1	O17.2 Organizational Change Management Effectiveness Assessment	20d	07/31/23	08/25/23	99																	
6.4.2	O18.2 Operations Transition	25d	08/28/23	09/29/23	102																	
6.5	Infrastructure Track	20d	07/03/23	07/28/23																		
6.5.1	I08.2 Production Service Level Agreements	20d	07/03/23	07/28/23	99FS -20d																	



Hawaii EFS Optional Phase Project Schedule

WBS ID	Task Name	Duration	Start	Finish	Predecessors	Q3			Q4			Q1		
						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
1	Stage 1 Project Planning	20d	07/03/23	07/28/23										
1.1	Project Management Track	20d	07/03/23	07/28/23										
1.1.1	P01.3 Project Schedule	10d	07/03/23	07/14/23										
1.1.2	P02.3 Project Charter	5d	07/03/23	07/07/23										
1.1.3	P03.3 Project Management Plan	10d	07/17/23	07/28/23	3, 4									
1.2	Business Process Track	10d	07/03/23	07/14/23										
1.2.1	B01.3 Use Cases	10d	07/03/23	07/14/23										
1.3	CEMLI Development Track	10d	07/03/23	07/14/23										
1.3.1	D01.3 CEMLI Development Plan	5d	07/03/23	07/07/23										
1.3.2	D02.3 CEMLI Release Management Plan	5d	07/10/23	07/14/23	9									
1.4	Organizational Change Management Track	15d	07/03/23	07/21/23										
1.4.1	O01.3 Communications Strategy	5d	07/03/23	07/07/23										
1.4.2	O02.3 Project Team Training Plan	5d	07/03/23	07/07/23										
1.4.3	O03.3 Business Process Organizational Change Management Strategy	10d	07/10/23	07/21/23	12									
1.4.4	O04.3 Project Team Training	10d	07/10/23	07/21/23	13									
1.5	Infrastructure Track	5d	07/03/23	07/07/23										
1.5.1	I01.3 Configured Environments (Sandbox and Development)	5d	07/03/23	07/07/23										
2	Stage 2 Initial Analysis and Design	30d	07/17/23	08/25/23										
2.1	Project Management Track	20d	07/31/23	08/25/23										
2.1.1	P04.3 Requirements Traceability Matrix	10d	07/31/23	08/11/23	24FS -10d, 7									
2.1.2	P05.3 EFS Implementation Strategy	10d	08/14/23	08/25/23	24									
2.2	Business Process Track	25d	07/17/23	08/18/23										
2.2.1	B02.3 Business Process Re-engineering Plan	10d	07/17/23	07/28/23	7									
2.2.2	B03.3 Conference Room Pilot 1	20d	07/17/23	08/11/23	7									
2.2.3	B04.3 Time & Attendance Data Collection Strategy	10d	07/31/23	08/11/23	23									
2.2.4	B05.3 Initial System Design Document	5d	08/14/23	08/18/23	24									
2.3	CEMLI Development Track	25d	07/17/23	08/18/23										
2.3.1	D03.3 CEMLI Release 1	10d	07/17/23	07/28/23	10									
2.3.2	D04.3 System Landscape, Technical, and Business Design Strategy	10d	07/31/23	08/11/23	28									
2.3.3	D05.3 System Security Strategy	5d	08/14/23	08/18/23	29									
2.4	Organizational Change Management Track	25d	07/17/23	08/18/23										
2.4.1	O05.3 Business Process Organizational Change Management Plan	10d	07/17/23	07/28/23	7									
2.4.2	O06.3 Knowledge Transfer Strategy	5d	07/31/23	08/04/23	23									
2.4.3	O07.3 Organizational Readiness Assessment	15d	07/31/23	08/18/23	32									
2.4.4	O08.3 End User Training Strategy	10d	08/07/23	08/18/23	33									
2.5	Infrastructure Track	20d	07/24/23	08/18/23										
2.5.1	I02.3 Technical Architecture Strategy	20d	07/24/23	08/18/23	17FS +10d									
3	Stage 3 Final Analysis and Design	40d	07/31/23	09/22/23										
3.1	Project Management Track	5d	08/18/23	09/22/23										





WBS ID	Task Name	Duration	Start	Finish	Predecessors	Q3			Q4			Q1		
						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
5.2.1	B12.3 System Test	25d	10/30/23	12/01/23	61									
5.2.2	B13.3 User Acceptance Test	15d	12/04/23	12/22/23	79									
5.2.3	B14.3 Document Test Results	5d	12/25/23	12/29/23	80									
5.3	CEMLI Development Track	40d	10/09/23	12/01/23										
5.3.1	D13.3 CEMLI Release 4	25d	10/09/23	11/10/23	63									
5.3.2	D14.3 Technical System and User Documentation	15d	11/13/23	12/01/23	83									
5.4	Organizational Change Management Track	45d	10/30/23	12/29/23										
5.4.1	O14.3 Enhance Training Materials	20d	10/30/23	11/24/23	61, 70									
5.4.2	O15.3 Final Training Materials	10d	11/27/23	12/08/23	86									
5.4.3	O16.3 End User Training	15d	12/11/23	12/29/23	87									
5.5	Infrastructure Track	10d	12/04/23	12/15/23										
5.5.1	I07.3 Volume Test	10d	12/04/23	12/15/23	79									
6	Stage 6 Deployment and Go-Live Support	80d	12/11/23	03/29/24										
6.1	Project Management Track	80d	12/11/23	03/29/24										
6.1.1	P11.3 Final Detailed Deployment Plan	5d	12/11/23	12/15/23	80FS -10d									
6.1.2	P12.3 Go/No-Go Meeting and Go/No-Go Documentation	5d	12/25/23	12/29/23	80									
6.1.3	P13.3 Phase Closeout	20d	03/04/24	03/29/24	97FS -20d									
6.2	Business Process Track	65d	01/01/24	03/29/24										
6.2.1	B15.3 Support Phase	65d	01/01/24	03/29/24	81									
6.3	CEMLI Development Track	35d	12/25/23	02/09/24										
6.3.1	D15.3 Successful Deployment Document	25d	12/25/23	01/26/24	80									
6.3.2	D16.3 System and User Documentation	10d	01/29/24	02/09/24	99									
6.4	Organizational Change Management Track	40d	01/29/24	03/22/24										
6.4.1	O17.3 Organizational Change Management Effectiveness Assessment	20d	01/29/24	02/23/24	99									
6.4.2	O18.3 Operations Transition	20d	02/26/24	03/22/24	102									
6.5	Infrastructure Track	20d	01/01/24	01/26/24										
6.5.1	I08.3 Productions Service Level Agreements	20d	01/01/24	01/26/24	99FS -20d									



Evaluation Criteria 6: Business Solution – Ongoing Services

Ongoing Services - Hosting Services

The CherryRoad proposed Oracle Cloud Applications solution is a leading SaaS solution that aligns closely with the State’s EFS hosting requirements listed in Appendix E Ongoing Service Requirements. The individual Appendix E sections that pertain to hosting services are as follows:

- 2.1.1 Hosting Services

CherryRoad has provided a completed Appendix E: Ongoing Services in our proposal response. For each requirement, the response confirms the inclusion of the requirement in the proposed hosting services, and if required, a clarifying comment is included. The content that follows summarizes the Oracle Cloud Hosting services.

Oracle provides all the hosting services; maintenance and operations services; and service level agreement requirements documents on www.oracle.com. The documents available are described in the following table:

DOCUMENT	DESCRIPTION AND CONTENTS
Oracle Cloud Enterprise Hosting and Delivery Policies	This document provides information about how we deliver and support the services below: <ul style="list-style-type: none"> • Oracle Cloud Security Policy • Oracle Cloud Service Continuity Policy • Oracle Cloud Service Level Agreement • Oracle Cloud Change Management and Maintenance • Oracle Cloud Support Policy • Oracle Cloud Suspension and Termination Policy
Oracle SaaS Public Cloud Services - Pillar Document	This document supplements the Oracle Cloud Hosting and Delivery Policies.
Data Processing Agreement for Oracle Cloud Services	Defines the parties’ roles in processing and controlling Personal Data and how Oracle will act as processor of data under the Cloud Services Agreement (CSA).
Oracle Cloud Compliance	Oracle meets a broad set of international and industry-specific compliance standards for service deployments in Oracle Cloud such as ISO 27001, SOC1, SOC2, PCI DSS, HIPAA/HITECH, and FedRAMP.



Additional Information Related to Hosting Services

Oracle data centers are designed to help protect the security and availability of customer data. This approach begins with Oracle's site selection process. Candidate build sites and provider locations undergo an extensive risk evaluation by Oracle that considers environmental threats, power availability and stability, vendor reputation and history, neighboring facility functions (for example, high-risk manufacturing or high-threat targets), and geopolitical considerations among other criteria. Oracle maintains a redundant network infrastructure, including DNS servers to route between primary and secondary sites, network devices, and load balancers. Oracle data centers align with Uptime Institute and Telecommunications Industry Association (TIA) ANSI/TIA-942-A Tier 3 or Tier 4 standards and follow a N2 redundancy methodology for critical equipment operation. Data centers housing Oracle Cloud Infrastructure services use redundant power sources and maintain generator backups in case of widespread electrical outage. Server rooms are closely monitored for air temperature and humidity, and fire-suppression systems are in place. Data center staff are trained in incident response and escalation procedures to address security and availability events that may arise.

Additional Information Related to Maintenance Services

Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.

Changes made through change management procedures include system and service maintenance activities, upgrades and updates, and customer-specific changes. Oracle Cloud Services change management procedures are designed to minimize service interruption during the implementation of changes.

Oracle reserves specific maintenance periods for changes that may require the Oracle Cloud Services to be unavailable during the maintenance period. Oracle works to ensure that change management procedures are conducted during scheduled maintenance windows, while taking into consideration low traffic periods and geographical requirements.

Oracle will provide prior notice of modifications to the standard maintenance period schedule. For State-specific changes and upgrades, where feasible, Oracle will coordinate the maintenance periods with the State.

For changes that are expected to cause service interruption, the durations of the maintenance periods for planned maintenance are not included in the calculation of Unplanned Downtime minutes in the monthly measurement period for Service Availability Level. Oracle uses



commercially reasonable efforts to minimize the use of these reserved maintenance periods and to minimize the duration of maintenance events that cause service interruptions.

Ongoing Services - Maintenance and Operations Services

The CherryRoad proposed Oracle Cloud Applications solution is a leading SaaS solution that aligns closely with the Hawaii EFS maintenance and operations requirements listed in Appendix E: Ongoing Service Requirements. The individual Appendix E sections that pertain to maintenance and operations services are as follows:

- 2.2.1 System Operations and Administration
- 2.2.2 System Monitoring
- 2.2.3 Incident and Problem Management
- 2.2.4 ERP System Problem Management Services
- 2.2.5 Root Cause Analysis
- 2.2.6 User Account Management
- 2.2.7 Security Administration
- 2.2.8 Storage Management
- 2.2.9 Output Management
- 2.2.10 Batch – Job Control and Scheduling
- 2.2.11 EFS Router Remote Access
- 2.2.12 Database Administration
- 2.2.13 OS, Applications and Database Backup and Recovery
- 2.2.14 Change and Release Management
- 2.2.15 Configuration Management
- 2.2.16 Capacity Management
- 2.2.17 Performance Management
- 2.2.18 Disaster Recovery
- 2.2.19 Break Fix Support Services
- 2.2.10 Continuous Improvement Services
- 2.2.21 Minor Enhancements and Ad-Hoc Requests
- 2.2.22 Documentation
- 2.2.23 Service Management and Quality Assurance
- 2.2.24 Service Level Reporting

CherryRoad has provided a completed Appendix E: Ongoing Services Requirements in our proposal response. For each requirement in the sections above, the response confirms the inclusion of the requirement in the proposed maintenance and operations services, and if required, a clarifying comment is included.

The Hawaii EFS Maintenance and Operations requirements span a wide range of support services that go beyond the standard maintenance services provided by Oracle. To cover all of the State's EFS requirements, our proposal includes both Oracle and CherryRoad maintenance and operations services. Within the Appendix E response, our proposal specifies



which team members will be responsible for individual maintenance and operations requirements. Often, responsibilities align directly with complete sections of Appendix E. For example, Oracle is generally responsible for all the requirements included in sections 2.2.12 Database Administration and 2.2.13 OS, Application and Database Backup and Recovery, while sections 2.2.10 Continuous Improvement and 2.2.21 Minor Enhancements and Ad Hoc Requests will be covered by CherryRoad. However, there are also sections of requirements where some individual items will be covered by Oracle and others by CherryRoad. For example, in both section 2.2.2 System Monitoring and section 2.2.7 Security Administration the requirements within the sections are split between Oracle and CherryRoad. For each requirement, the completed Appendix E: Ongoing Services Requirements provides an explanation for who (Oracle or CherryRoad) will be responsible for supporting the State.

Lastly, with Appendix L: Cost Workbook the maintenance and operations services costs are defined. The State should recognize that the Maintenance & Operations costs in Appendix L are specifically CherryRoad Maintenance and Operations costs. For those maintenance and operations services provided by Oracle, the cost of services is embedded in the Oracle SaaS fees included in the Software tab of Appendix L.

In the following sections we have provided a summary description of both the Oracle maintenance and operations services as well as the CherryRoad maintenance and operations services. The State will find that once the project is underway, the Oracle and CherryRoad teams will work in together in collaboration to support the State.

Oracle Support

Ongoing Maintenance and Support

Oracle has well-defined Support policies, as outlined in section 5 of the Oracle Cloud Enterprise Hosting and Delivery Policies. Please refer the following document for details: <http://www.oracle.com/us/corporate/contracts/ocloud-hosting-delivery-policies-3089853.pdf>.

Oracle support for Oracle Cloud Services consists of:

- Diagnoses of problems or issues with the Oracle Cloud Services.
- Reasonable commercial efforts to resolve reported and verifiable errors in the Oracle Cloud Services so that those Oracle Cloud Services perform in all material respects as described in the associated Program Documentation.
- Support during Change Management activities described in the Oracle Cloud Change Management Policy at: <http://www.oracle.com/us/corporate/contracts/ocloud-hosting-delivery-policies-3089853.pdf>.
- Assistance with technical service requests 24 hours per day, 7 days a week.



- 24x7 access to a Cloud Customer Support Portal designated by Oracle (e.g., My Oracle Support) and Live Telephone Support to log service requests.
- Access to community forums Nontechnical Customer service assistance during normal Oracle business hours (8:00 AM to 5:00 PM) local time.

Oracle has raised the bar on SaaS support by offering a platinum-level of service for everyone—for free. Many of Oracle competitor’s upsell SaaS service offerings and call them platinum, premium, or premier. In essence, they charge customers for faster response times, education, and business support. Oracle’s approach is the opposite; Oracle believes these kinds of services are table stakes. Oracle’s goal is to provide everything the State needs across IT and business to have seamless adoption of Oracle SaaS products and reach business value faster. For all business destinations, Oracle is the State’s bridge to success.

Problem Reporting and Severity Levels

Service Requests (SRs) for Oracle Cloud Services may be submitted by the State’s designated technical contacts via the Oracle Cloud Customer Support Portal. The severity level of a service request submitted by the State is selected by both the State and Oracle. The table below outlines the definitions and response time for each severity level.

For any SR that is escalated, the Oracle support analyst will engage the Oracle service request escalation manager who will be responsible for managing the escalation. The Oracle service request escalation manager will work with the State to develop an action plan and allocate the appropriate Oracle resources. If the issue underlying the service request continues to remain unresolved, the State may contact the Oracle service request escalation manager to review the service request and request that it be escalated to the next level within Oracle as required.

SEVERITY 1	
Definition	<ul style="list-style-type: none"> • Production use of the Oracle Cloud Services is stopped or so severely impacted that work cannot reasonably continue. • Experience a complete loss of service. • The impacted operation is mission critical to the business and the situation is an emergency. <p>Severity 1 SR has one or more of the following characteristics:</p> <ul style="list-style-type: none"> • Data corrupted. • A critical documented function is not available. • Service hangs indefinitely, causing unacceptable or indefinite delays for resources or response. • Service crashes, and crashes repeatedly after restart attempts.
Response Time	<ul style="list-style-type: none"> • Oracle will use reasonable efforts to respond to Severity 1 service requests within fifteen (15) minutes.



	<ul style="list-style-type: none"> • Oracle will work 24x7 until the Severity 1 service request is resolved, a reasonable work-around is put in place, or as long as useful progress can be made. • The State must provide Oracle with a technical contact during this 24x7 period to assist with data gathering, testing, and applying fixes. • The State is required to propose this severity classification with great care, so that valid Severity 1 situations obtain the necessary resource allocation from Oracle.
SEVERITY 2	
Definition	<ul style="list-style-type: none"> • Severe loss of service. • Important features of the Oracle Cloud Services are unavailable with no acceptable workaround; however, operations can continue in a restricted fashion.
Response Time	<ul style="list-style-type: none"> • Oracle will use reasonable efforts to respond to Severity 2 service requests within two (2) hours during local business hours.
SEVERITY 3	
Definition	<ul style="list-style-type: none"> • Minor loss of service. • The impact is an inconvenience, which may require a workaround to restore functionality.
Response Time	<ul style="list-style-type: none"> • Oracle will use reasonable efforts to respond to Severity 3 service requests within three (3) hours during local business hours.
SEVERITY 4	
Definition	<ul style="list-style-type: none"> • Request information, enhancement, or documentation clarification regarding the Oracle Cloud Services, but there is no impact on the operation of such service. • No loss of service.
Response Time	<ul style="list-style-type: none"> • Oracle will use reasonable efforts to respond to Severity 4 service requests within eight (8) hours during local business hours.

Upgrades and Patches

Oracle requires customers to take new releases as they are made generally available. Oracle Cloud Applications provides quarterly updates which provide fixes and/or enhancements to the existing release of the Cloud Applications. As new functionality is steadily introduced into the State’s environment; it is done in a non-disruptive way. That is, new functionality is delivered disabled or turned off. The State chooses when to enable and begin leveraging as it fits into its schedule. Plus, new feature enablement is as simple as using a wizard-based tool to activate and configure. Overall, this approach is sensitive to business needs and minimizes any operational disruption.

All Oracle maintenance follows a predetermined cadence schedule when it comes to applying maintenance (such as fixes, and patches). Oracle reserves specific maintenance periods for changes that may require the Cloud Service to be unavailable during the maintenance period.



Oracle works to ensure that change management procedures are conducted during scheduled maintenance windows, while taking into consideration low traffic periods and geographical requirements. The typical scheduled maintenance period is once a month on Friday, initiating at approximately 20:00 data center local time. Oracle will work to provide prior notice of modifications to the standard maintenance period schedule. For Hawaii EFS-specific changes and upgrades, where possible, Oracle will work to coordinate the maintenance periods with the State.

Oracle Online Support

Oracle is dedicated to maximizing collaboration and information exchange between Oracle and their customers. Oracle also promotes the building of relationships between Oracle customers and their peers. To accomplish these goals, Oracle provides a multitude of customer forums and user communities that open the lines of communication and encourage input and the sharing of ideas.

Oracle's user groups are independent communities of like-minded customers. These communities provide dynamic forums for customers to share information, experiences, and expertise. User groups allow customers to provide Oracle with critical information about customer needs from business process improvements to technical recommendations and are an essential element of Oracle's commitment to customer satisfaction. User groups also help customers stay informed about Oracle products, services, and solutions via strategic messages and development updates directly from Oracle. For the most current list, please refer to <http://www.oracle.com/us/corporate/customers/user-groups/index.html>.

CherryRoad Support

As an Oracle Platinum Partner and authorized reseller, CherryRoad offers additional support services to complement Oracle's support services for customers who utilize CherryRoad for both the product sale and related implementation services. We have found that our experience and knowledge gained during implementation to be invaluable on an ongoing basis over the life of the contact. As such, our support services are intended to focus on support activities when our implementation knowledge can benefit in the resolution of the support issue. Customers have truly benefitted from CherryRoad remaining engaged in these support activities over the life of the contract.

Ongoing Maintenance and Support

CherryRoad recognizes the importance of providing on-site support to end-users and technical staff after Go-Live and our methodology specifically incorporates these activities.

Starting with the Core Phase, CherryRoad is providing the State 3 FTE (Full Time Equivalent) resources to provide both functional and technical help. Upon completion of the Expansion Phase, CherryRoad will increase the support level to 3.5 FTE. CherryRoad has developed a holistic support solution for the State by combining our unparalleled experience in the public



sector, Oracle’s Cloud offerings, and our established processes and procedures for Help Desk support. Our support team will be led by our Service Delivery Manager who will ensure all agreed upon SLAs are met and will provide weekly, monthly, and quarterly reporting. Support will focus on two distinct areas: (1) Incident-based support and (2) Release Management for Oracle Cloud.

Incident Support and Severity Levels

Incident-based support covers management and resolution of Severity Level (or Tier) 2, 3, and 4 support for Application and Technical issues. Beyond normal break-fix incidents, CherryRoad recognizes the special care that is required for release management for the Cloud solution.

A key component to meeting the State’s requirements is ensuring issues or incidents are properly recorded, managed, and resolved. Our aim is to restore as quickly as possible while finding and addressing the root cause of the problem, as summarized below.

Incident Management	Problem Management	Change Control Management
Restore functionality as quickly as possible	Find the underlying cause	Correct root cause/improve
<ul style="list-style-type: none"> • Detection and Recording • Classification and Support • Investigation and Diagnosis • Resolution and Recovery • Incident Closure • Monitoring • Oracle SR Tracking 	<ul style="list-style-type: none"> • Problem Control • Error Control • Proactive Management • Major Incident/Problem Review 	<ul style="list-style-type: none"> • Create and Review Request for Change • Evaluate Change • Authorize and Schedule Change • Prepare and Implement • Review and Close
Knowledge Management – Identify and Standardize Solutions		

Release Management

While Oracle will be responsible for applying all patches and delivering upgrades as part of the SaaS Cloud agreement, the State needs to be aware of the schedules and be prepared to undertake testing. By design, the cloud model is different than on-premises.

Historically, on-premises ERP solutions require users to wait long periods of time to apply releases. In the Cloud, managing the release schedule is critical. There are a few key concepts our team will be sure to enforce and is uniquely qualified to deliver.

- **Release Schedule** – With Oracle Cloud, a flexible but prescribed release schedule is enforced. Familiarity and a cadence with this schedule are necessary. CherryRoad will bring these aspects to the State.



- **Promoting to Production** – Whereas with on-premises, the State could promote to production whenever it desired, now scheduling needs to occur with Oracle as they are stewards of the Cloud.
- **Integration with Cloud** – Integration with the Cloud has more constraints than an on-premises solution. Our team brings the tools, methods, and experience to work effectively with these constraints. CherryRoad also brings experience with integration from the Cloud to other systems, such as banks or vendors.
- **Security Patches** – It is vital that the State stays current on security patches with any system, and the Cloud is no exception. If Oracle is recommending a patch, then it should be applied.
- **Oracle Tickets** – It is important to understand the Oracle Cloud ticket process and what levers are available for escalation, if needed. CherryRoad brings this knowledge to the State.

Service Request Lifecycle

All Service Requests (SRs) will flow through one or more of the following steps during its lifecycle.

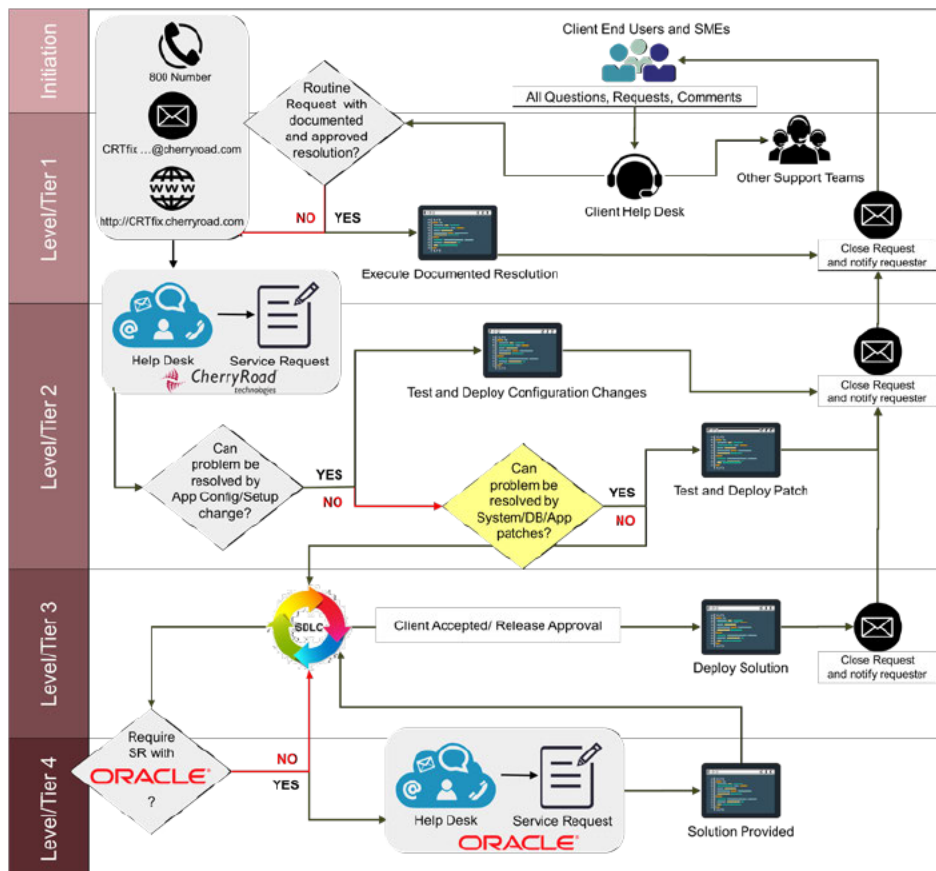
<p>1. Initiation</p>	<ul style="list-style-type: none"> • Whether the contact is to request documentation or to report a problem, the first stage of the process is to create the Service Request (SR) and capture all the relevant information necessary service the request, resolve the problem, or escalate it with sufficient information to resolve the problem.
<p>2. Assignment</p>	<ul style="list-style-type: none"> • If the SR is not resolved on the initial call, it is assigned to the appropriate resource with the expertise of the affected application or module.
<p>3. Resolution</p>	<ul style="list-style-type: none"> • This stage involves analysis, research, and action taken to fix the root cause of a problem or to identify a suitable workaround until the problem can be resolved. Resolution may occur at any level of support, depending on the complexity of the SR issue.
<p>4. Testing</p>	<ul style="list-style-type: none"> • Depending on the resolution, significant testing and even regression testing may be required before receiving approval to implement the solution. • Most often, testing involves a functional analyst testing the solution in a non-production environment, followed by SMEs and/or end-user testing in another non-production environment to ensure the original problem is solved, and no new problems have been introduced.



<p>5. Approval</p>	<ul style="list-style-type: none"> Approval for the SR can be entered by the State as a comment in the ServiceNow SR or via email to the assigned CherryRoad resource and entered into the ServiceNow SR. Approval of an SR indicates that (1) the SR has been resolved to the originator's satisfaction through explanation or discussion, or (2) the solution has been tested and can be scheduled for deployment to the production environment.
<p>6. Implementation</p>	<ul style="list-style-type: none"> This step represents the actual resolution. Examples would be the documented steps being executed, configurations deployed to production, or the deployment of a vendor patch, code modification, etc.
<p>7. Closure</p>	<ul style="list-style-type: none"> After the resolution has been provided and the State confirms, the SR is closed.

From initiation to closure, each SR within ServiceNow is updated with relevant notes and status changes. In addition, email messages are sent upon initiation and at each status change during the process. At any time, the State can log into the system or call the CherryRoad Help Desk to get the current status on the SR.

The figure below illustrates the stages and support levels involved during the lifecycle of an SR.





Ongoing Services - Business Process Outsourcing Services

In this Hawaii EFS proposal CherryRoad has elected not to propose any optional business processing outsourcing services. This is reflected in both section 2.3 Business Process Outsourcing of the Appendix E: Ongoing Services Requirements response as well as the 5. Ongoing Services tab of the Appendix L: Cost Workbook.

Ongoing Services - Project Team Facility Requirements

In this Hawaii EFS proposal CherryRoad has included the use of the CherryRoad downtown Honolulu office space to meet the requirements listed in section 2.4 Project Team Facilities of Appendix E: Ongoing Services Requirements. The facilities would be located at 711 Kapiolani Blvd, Suite 975, Honolulu, HI 96813. The facilities would be provided at no cost to the State, which is reflected in the 5. Ongoing Services tab of the Appendix L: Cost Workbook.

Ongoing Services - Service Level Agreement Requirements

The CherryRoad proposed Oracle Cloud solution is a leading SaaS solution that aligns closely with the Hawaii EFS requirements listed throughout the EFS RFP. For Appendix F: Service Level Agreement Requirements, the CherryRoad proposal response provides commentary on how Oracle service levels align with the Hawaii EFS SLA requirements:

- 2.2 Go-Live Support and M&O Services SLAs
- 2.3 System Operations and Administration SLAs
- 2.4 Backup and Restore SLAs
- 2.5 Disaster Recovery SLAs

As a SaaS provider Oracle provides standard target service levels. Commencing at Oracle's activation of the State's production Oracle Cloud Service, Oracle works to meet the Target Service Availability Level, or Target Service Uptime of 99.7%. This is in accordance with the terms set forth in the Cloud Service Pillar documentation for the applicable Oracle Cloud Service (or such other Target Service Availability Level or Target Service Uptime specified by Oracle for the applicable Oracle Cloud Service in such documentation).



Evaluation Criteria 7: Price

Price Proposal

Pricing has been inserted directly following this page.

We have also included the file in Microsoft Excel and PDF format. The folder is labeled, "RFP-ERP-2020_CherryRoad_Appendix L Cost.zip."



Certification

CherryRoad has been an Oracle partner since 1992; implementing and optimizing Oracle solutions since that time. We have completed more Oracle application projects in the public sector than any other system implementer. Our proven expertise spans more than 1,000 successful engagements in a variety of public sector and commercial markets.

CherryRoad is certified in a multitude of Oracle Cloud areas. We are certified in all the scope areas covered in this RFP:

- 2020 General Ledger Cloud
- 2020 Accounts Receivable Cloud
- 2020 Accounts Payable Cloud
- 2020 Global HR Cloud
- 2020 Payroll Cloud
- 2020 Absence Management Cloud
- 2020 Talent Management Cloud
- 2020 Learning Cloud
- 2020 Recruiting Cloud
- 2020 Project Portfolio Management Cloud
- 2020 Accounting Hub Cloud
- 2020 Procurement Cloud
- 2020 Cost Management Cloud
- 2020 Revenue Management Cloud
- Oracle Cloud Infrastructure 2020 Architect Associate
- Oracle Cloud Support Specialist Assessment

ORACLE® Platinum Partner We are an Oracle Certified Platinum Partner with 90 percent of our consultants Oracle certified. As such, we continue to demonstrate our expertise across key Oracle solution areas. CherryRoad has achieved specializations in Oracle Financials Cloud, Oracle Procurement Cloud, Oracle Infrastructure as a Service, Oracle Project Portfolio Management Cloud, Oracle Project Portfolio Management Cloud: Project Portfolio Management Solutions, Global Human Resources Cloud, Oracle Workforce Rewards Cloud, Oracle Infrastructure as a Service, Oracle DBA, and Oracle Hyperion Planning. Specializations are awarded through competency development, business results, demonstrated expertise, and proven success. Oracle customers prefer specialized partners.

With a long history of Oracle expertise, we have a deep understanding of people and processes, proven implementation methodology, and a continually trained team of highly skilled consultants. This winning combination enables us to deliver reliable Oracle solutions that maximize enterprise performance.



Oracle Award-Winning Solutions

Oracle Excellence Award Recipient Specialized Partner of the Year – Public Sector Innovation Partner of the Year – North America

CherryRoad is propelled by one driving force when it comes to helping our clients succeed in the Cloud landscape – to ensure that they achieve real business transformation through the best SaaS options available, today. In recognition of our commitment, we were twice awarded Oracle's prestigious award, which recognizes our dedication to delivering outstanding, innovative solutions that help organizations manage their financial and human capital management investments.



Oracle Award Winner for Solution of the Year

In addition, CherryRoad was previously awarded Oracle's North America Titan Award, which recognized our excellence in solving real-world client challenges and our development and deployment of Oracle technology. We are proud to be distinguished in the **Oracle Peoplesoft Enterprise** category for our achievement in delivering an outstanding solution which exemplifies our ability to develop and implement best practices that drive business and produce exceptional customer value.

How Our Customers Benefit from Oracle Partnership

As an **Oracle Platinum Partner**, we maintain excellent relationships with Oracle and act as an advocate for our clients, whether it is to escalate issues within the global support network, work with the product development and industry business unit for product enhancements or resolve general contractual issues with Oracle sales and legal organizations. We commit that our CherryRoad account executive and assigned consultants will provide this same level of partnership and service to the State.

**ATTACHMENT
FORM OF-2 – EXCEPTIONS**

RFP-ERP-2020, AN ENTERPRISE FINANCIAL SOLUTION

STATE OF HAWAII, OFFICE OF ENTERPRISE TECHNOLOGY SERVICES (ETS)

Exceptions to the terms, conditions, specifications, or requirements listed in the RFP (not including the General Conditions) shall be indicated below. No exceptions shall be made to Exhibit 4, the General Conditions. OFFEROR shall reference the RFP section where the exception is taken, a description of the exception taken, the proposed alternative, and the reason for the proposed alternative. The State reserves the right to accept or reject any request for exceptions.

CherryRoad takes exception to the following terms and conditions identified in the Request for Proposal (RFP) and looks forward to negotiating mutually acceptable language prior to execution of the Contract.

General Exceptions

CherryRoad would anticipate developing a detailed mutually agreed upon Statement of Work (SOW) reflecting revisions to the RFP and this proposal that would be included as part of the Contract and delineate the implementation services that CherryRoad would provide. The SOW would replace any specific descriptions of the services, payment terms, and acceptance criteria identified in RFP.

CherryRoad's proposal contemplates that it will provide implementation services and Oracle shall provide cloud services and maintenance and support services. All terms relating to software and cloud services will be governed by the CherryRoad/Oracle Public Sector Cloud Services Contract Terms (the "CSA"). Thus, CherryRoad takes a blanket exception to all terms in the RFP that govern software and the cloud services. The CSA and accompanying ordering document shall be incorporated and added as exhibits to any services Contract between the State and CherryRoad.

Specific Exceptions to RFP

1.28 Contract Changes – Unanticipated Amendments – CherryRoad requests clarification that all amendments shall be signed by both parties.

1.29 Re-Execution of Work – CherryRoad shall correct all deficiencies in the services identified by the State provided that the defective services or work is not caused any inappropriate, improper, or unforeseen usage of the services by the State unless such actions are taken at the express direction of CherryRoad.

3.9 Removal of Subcontractors – CherryRoad requests that any consent not be unreasonably withheld.



3.10 Right to Retain Subcontractors – CherryRoad cannot agree to the State's retention of its subcontractors after termination.

3.13 Audits – CherryRoad requests that any audit be done during normal business hours with reasonable advance notice. Only documents pertaining to this Contract shall be reviewed and CherryRoad requests that the documents be maintained as confidential. CherryRoad requests the ability to have its own independent audit done. Any disputes under this section shall be handled in accordance with the dispute resolution provision. Any audits conducted by CherryRoad will be done on CherryRoad's timeline and provided if requested by the State.

3.14 Performance Bond – As company policy, CherryRoad does not provide Letters of Credit. CherryRoad would be willing to discuss alternative means of protecting the State in its investment for this project. We have successfully negotiated alternative terms that have been acceptable to past clients. The Guaranty is not applicable as CherryRoad is the parent company.

3.15 Exhibit 4 and Exhibit 5 – All terms relating to software and cloud services will be governed by the CSA.

5.6 Award of Contract – CherryRoad requests that the CSA and accompanying ordering document be incorporated and added as exhibits to any Contract between the State and CherryRoad.

Exhibit 4: Attorney General (AG) General Conditions – CherryRoad understands that the State does not encourage exceptions to Exhibit 4. However, CherryRoad requests that the changes that the State made to the General Conditions in Addendum 7 (Addendum 7) to RFP-ERP16001, Release Date: February 16, 2016 (therein, Exhibit 5) also be allowed to the General Terms in this RFP. In addition to the redlines made in Addendum 7, CherryRoad requests the following change:

7. Indemnification and Defense – All terms relating to software and cloud services will be governed by the CSA. CherryRoad will agree to the indemnifications for third party actions only to the extent that its negligence or willful misconduct is directly responsible for the action or omission requiring indemnification. Any indemnification obligation for infringement shall not be applicable to the extent the infringement is attributable to the acts or omissions of the State including, without limitation, materials, specifications, or products provided by the District, modifications made by the State to any of the products or services delivered by CherryRoad or if the State uses the products or the services in a manner not intended by the Contract.

Exhibit 5: Selected Supplemental General Conditions - CherryRoad requests that the changes that the State made to the Special Conditions in Addendum 7 to RFP-ERP16001, Release Date: February 16, 2016 (therein, Exhibit 6), where substantially similar to the terms herein, and applicable, also be allowed to the Selected Supplemental General Conditions in this RFP. CherryRoad also requests the changes be made that the parties agreed upon in



their current Contract. Given the length of the Supplemental General Conditions, CherryRoad would be willing to redline this document for the State. In addition to the redlines made in Addendum 7, CherryRoad requests the following changes:

1. Supplemental General Conditions Definitions – CherryRoad requests to revisit these definitions to be consistent with Contract negotiations. All terms relating to software and cloud services will be governed by the CSA.

2.1 Precedence – All terms relating to software and cloud services will be governed by the CSA. CherryRoad requests that the order of precedence shall be negotiated once the SOW is finalized in order to allow a logical flow.

2.2 Contractor Technology, Third-Party Software, Pre-Existing Works License - All terms relating to software and cloud services will be governed by the CSA. CherryRoad will agree to grant the State a perpetual, non-assignable license to use all work product produced by CherryRoad under the Contract; however, the grant will be tied to receipt of full payment for the work product. CherryRoad cannot provide any source code as Oracle owns the software.

2.3 Third-Party Software License – The CSA and accompanying ordering document shall be incorporated and added as exhibits to any services Contract between the State and CherryRoad.

2.4 Documentation and 2.6 Versions – All terms relating to software and cloud services will be governed by the CSA. Updates to documentation to Pre-Existing Works is not applicable.

3. Custom Software – CherryRoad would anticipate developing a detailed mutually agreed upon SOW reflecting revisions to the RFP and this proposal that would be included as part of the Contract and delineate the implementation services that CherryRoad would provide. The SOW would replace any specific descriptions of the services and deliverables identified in RFP. Any changes to the Contract shall be in writing signed by both parties.

CherryRoad will agree to grant the State either ownership rights to or a perpetual, non-assignable license to use all work product produced by CherryRoad under the Contract; however, the grant will be tied to receipt of full payment for the work product. CherryRoad cannot provide any source code as Oracle owns the software.

4. Ownership Rights – All terms relating to software and cloud services will be governed by the CSA. CherryRoad will agree to grant the State either ownership rights to or a perpetual, non-assignable license to use all work product produced by CherryRoad under the Contract; however, the grant will be tied to receipt of full payment for the work product.

CherryRoad will retain ownership of all Pre-Existing Works. CherryRoad shall grant the State, upon full payment, a perpetual, irrevocable, non-assignable, non-exclusive license to all Pre-Existing Works that CherryRoad embeds in or provides with any work product or that are otherwise used in connection with the Services.



CherryRoad cannot agree to appoint any entity as its attorney-in-fact.

5.2 Background Checks – CherryRoad requests that all results of any background checks be maintained as confidential.

5.4 Exclusion of Specific Workers – CherryRoad shall comply with the State's written request to remove any individual performing work under this Contract for cause, provided that CherryRoad does not consider such removal to impede its ability to meet its performance obligations under this Contract. CherryRoad shall immediately notify the State if there is an objection to the removal on the grounds that it may impede CherryRoad's ability to perform. The State may insist on such removal; however, any such removal over the objection of CherryRoad shall result in a thirty (30) day extension to CherryRoad's delivery dates as defined in this Contract and the SOW.

5.5 Changes in Contractor Key Personnel – CherryRoad requests that any approval not be unreasonably withheld. CherryRoad will endeavor to give 30 days' advance notice.

6. Services and Deliverables – CherryRoad will agree to provide the services set forth in the mutually agreed upon SOW. The SLAs in Appendix F are not applicable to the services CherryRoad is providing. All terms relating to software and cloud services will be governed by the CSA.

7.1 Representations, Warranties and Certain Covenants of Contractor – (h) All terms relating to software and cloud services will be governed by the CSA.

(j) There are no knowingly untrue statements of fact or omissions.

(l) All terms relating to software and cloud services will be governed by the CSA. The SLAs in Appendix F are not applicable to the services CherryRoad is providing.

(m), (ah) – All terms relating to software and cloud services will be governed by the CSA. The SLAs in Appendix F are not applicable to the services CherryRoad is providing. CherryRoad shall correct all defects in the services or work identified by the State provided that the defective services or work are not caused any inappropriate, improper, or unforeseen usage of the work or services by the State.

(o), (q), (v), (w), (y), (aa), (af) – All terms relating to software and cloud services will be governed by the CSA.

(t) If practical, CherryRoad will proceed with the contract during the pendency of a dispute.

(ad) CherryRoad would like to discuss. It cannot agree to work for free for 6 months.



(ag) – CherryRoad would anticipate developing a detailed mutually agreed upon SOW reflecting revisions to this proposal that would be included as part of the Contract. The SOW would replace any specific descriptions of the services identified in RFP.

7.3 Malicious Code – All terms relating to software and cloud services will be governed by the CSA.

7.5 Deliverables – All terms regarding software and cloud services will be governed by the CSA.

CherryRoad will provide the following warranty regarding its implementation services: CherryRoad warrants that for 30 days after Final Acceptance of each module: (a) all work performed in connection with this Contract shall be performed in a competent, professional and workmanlike manner, and shall be of industry standard quality; (b) all work performed and all deliverables shall comply with applicable laws; and (c) all work performed and all deliverables shall be provided in accordance with and shall conform in all material respects to any specifications and requirements set forth in this Contract.

To receive warranty remedies, the State must report any defects to CherryRoad in writing within the warranty period. CherryRoad shall correct all defects in the services or work identified by the State during the warranty period provided that the defective services or work is not caused any inappropriate, improper, or unforeseen usage of the work or services by the State unless such actions are taken at the express direction of CherryRoad.

If the defect is related to a software issue beyond the control of CherryRoad, CherryRoad shall work in good faith with Oracle to resolve the situation or develop a work around solution that materially meets the State's requirements as set forth in the SOW.

CherryRoad cannot agree to the last sentence.

7.6 Non-Obsolescence, 7.8 Deliverables are Date/Time Independent, 7.9 Physical/Electronic Media Warranty, 7.10 Compatibility – All terms relating to software and cloud services will be governed by the CSA.

7.7 Legal and Regulatory Compliance – All terms relating to software and cloud services will be governed by the CSA, including maintenance services pricing. CherryRoad requests that any change order must be in writing and signed by both parties.

8.1 Indemnification by Contractor – All terms relating to software and cloud services will be governed by the CSA, and thus, at a minimum, (b), (g), (h) and (i) are not applicable. CherryRoad will agree to the indemnifications for third party actions only to the extent that its negligence or willful misconduct is directly responsible for the action or omission requiring indemnification. The indemnification obligation for infringement of CherryRoad's Services shall not be applicable to the extent the infringement is attributable to the acts or omissions of the State including, without limitation, materials, specifications, or products provided by the State,



modifications made by the State to any of the services delivered by CherryRoad or if the State uses the services in a manner not intended by the Contract.

8.2 Indemnification Process Terms – If CherryRoad defends the State in an action and the State wishes to participate, the cost shall be borne solely by the State. All infringement claims shall be handled by CherryRoad or Oracle depending on what materials is alleged to infringe. CherryRoad requests that any written consent not be unreasonably withheld.

8.3 Contractor Software or Services Infringement – Any options herein are at CherryRoad's sole option.

10. Software Escrow – Software escrow is not applicable to a cloud subscription service.

11. Subcontracting – CherryRoad requests that any written consent not be unreasonably withheld. CherryRoad will agree to flow down all applicable terms and conditions to its subcontracts.

11.1 CherryRoad's subcontractors are not employees of CherryRoad.

11.4 CherryRoad shall reasonably comply with the State's written request to remove any individual performing work under this Contract for cause, provided that CherryRoad does not consider such removal to impede its ability to meet its performance obligations under this Contract. CherryRoad shall immediately notify the State if there is an objection to the removal on the grounds that it may impede CherryRoad's ability to perform. The State may insist on such removal; however, any such removal over the objection of CherryRoad shall result in a thirty (30) day extension to CherryRoad's delivery dates as defined in this Contract and the SOW.

11.5 CherryRoad cannot agree to this provision for terminations or suspensions for convenience.

13. Relief Available to State – (a) Suspend Payments – The State may reasonably withhold any payment due under this Contract to CherryRoad for the purpose of setoff but only to the extent of the amount in dispute. If the State withholds more than the amount for the disputed work, then CherryRoad may suspend its performance until such amount is paid.

(c) Receive Market Value – CherryRoad shall only be responsible for the reasonable costs incurred by CherryRoad's failure minus the amounts that the State would have paid for the services.

(d) Reductions in Payments Due – CherryRoad requests reasonable advance notice before a deduction occurs.

(f) Termination for Rejection of Deliverables – CherryRoad requests that any termination be in accordance with the termination provisions of this Contract. CherryRoad cannot agree to a



refund as a remedy because doing so would prevent it from recognizing any revenue for the services performed.

(g) SLAs – All terms relating to software and cloud services will be governed by the CSA.

(h) Suspension for Convenience – CherryRoad cannot guarantee that the same team will be available upon cessation of suspension. The parties will work in good faith to mitigate the impact to both parties resulting from a suspension for convenience.

(k) Guaranty – The Guaranty is not applicable as CherryRoad is the parent company.

(l) Letter of Credit – As company policy, CherryRoad does not provide Letters of Credit. CherryRoad would be willing to discuss alternative means of protecting the State in its investment for this project. We have successfully negotiated alternative terms that have been acceptable to past clients.

13.2 Work Plan and Acceptance Process – CherryRoad would anticipate developing a detailed mutually agreed upon SOW reflecting revisions to the RFP and this proposal that would be included as part of the Contract and delineate the implementation services that CherryRoad would provide. The SOW would replace any specific descriptions of the services, deliverables, and acceptance criteria identified in RFP.

14.6 Crime Coverage – CherryRoad believes there is a typo in this section. Single limit per loss should be \$5M with \$10M in the aggregate. CherryRoad agrees \$5M single limit per loss is reasonable but takes exception to the aggregate of \$10M due to the nature of the work and services being performed in this contract.

15. Force Majeure and Business Continuity; Data Backup and Recovery – All terms relating to software and cloud services will be governed by the CSA, data backup, data recovery, business continuity and breach of security of the data. The data will reside with Oracle. Force majeure shall not be a reason for termination for cause.

15.5 CherryRoad will provide the State with priority equal to or over other customers.

16.1 Time is of the Essence – CherryRoad will make all commercially reasonable efforts to comply with the time requirements set forth in this Contract.

16.2 Integration – The CSA and accompanying ordering document shall be incorporated and added as exhibits to any services Contract between the State and CherryRoad.

17. Changes Initiated by Contractor – CherryRoad requests that all changes be in writing and signed by both parties before any change is implemented.

Schedule 1 to Exhibit 5: Letter of Credit – As company policy, CherryRoad does not provide Letters of Credit. CherryRoad would be willing to discuss alternative means of protecting the



State in its investment for this project. We have successfully negotiated alternative terms that have been acceptable to past clients.

Schedule 2 to Exhibit 5: Guaranty – The Guaranty is not applicable as CherryRoad is the parent company.

Schedule 3 to Exhibit 5 – Software Escrow Agreement, Attachment 1 to Software Escrow Agreement – Source Materials – Software escrow is not applicable to a cloud subscription service.

CherryRoad requests the inclusion of the following provisions which have not been addressed in the RFP:

- CherryRoad requests a limitation of liability clause limiting recoverable damages to direct damages and excluding consequential and punitive damages. CherryRoad also requests to limit the amount of the direct damages for services to the amount of all fees paid by the State to CherryRoad. CherryRoad also requests to limit the amount of the direct damages for any cloud services to the fees paid by the State for the preceding twelve months.
- CherryRoad requests the inclusion of a non-solicitation provision.
- CherryRoad requests a dispute resolution provision.

**ATTACHMENT
FORM OF-3 – CONFIDENTIAL INFORMATION**

RFP-ERP-2020, AN ENTERPRISE FINANCIAL SOLUTION

STATE OF HAWAII, OFFICE OF ENTERPRISE TECHNOLOGY SERVICES (ETS)

List and provide the basis for any information deemed confidential, protected, or propriety information. Do not include this information in the Proposal. Provide references in the Proposal to this OF-3.

Not Applicable



Insert: Form 2a References



**ATTACHMENT
CUSTOMER REFERENCES
OFFEROR FORM OF-1**

Customer References: Offeror is required to complete Section 1 with a minimum of three (3) references of customers who received services similar to those requested in this RFP. Offeror, including any proposed sub-contractors included in the Offer, shall complete Section 2a for each reference and email to referenced customer to complete Section 2b.

Section 1. To be completed by the offeror and submitted with proposal.

Customer Name #1: State of Hawaii
Address: 1151 Punchbowl Street, #501, Honolulu, HI 96813
Reference Name: Leila Kagawa, Enterprise Program Manager
Current Phone: 808-586-1971

Customer Name #2: Charlotte-Mecklenburg Schools
Address: 600 E. Fourth Street, 5th Fl, Charlotte, NC 28202
Reference Name: Bill Onisick, Program Executive
Current Phone: 704-206-0762

Customer Name #3: Sonoma County, CA
Address: 433 Aviation Blvd. Suite 110, Santa Rosa, CA
Reference Name: Blane Jolliff, Accounting Manager
Current Phone: 707-565-8321

Customer Name #4: _____
Address: _____
Reference Name: _____
Current Phone: _____

Customer Name #5: _____
Address: _____
Reference Name: _____
Current Phone: _____

The State may contact all of the references listed to inquire about Offeror's equipment, services, performance, and degree of customer satisfaction. Full points for references will not be awarded unless Section 2a and 2b are emailed from referenced customers to the Contract Administrator.

**ATTACHMENT
CUSTOMER REFERENCES
OFFEROR FORM OF-1**

Customer References: Offeror is required to complete Section 1 with a minimum of three (3) references of customers who received services similar to those requested in this RFP. Offeror, including any proposed sub-contractors included in the Offer, shall complete Section 2a for each reference and email to referenced customer to complete Section 2b.

Section 1. To be completed by the offeror and submitted with proposal.

Customer Name #1: County of Mariposa
Address: 5100 Bullion St, 2nd Floor, Mariposa, CA 95838
Reference Name: Leigh Westerlund
Current Phone: (209) 742-1234

Customer Name #2: County of San Joaquin
Address: 44 North San Joaquin St. San Joaquin, CA 95202
Reference Name: Kaspar Kurmis
Current Phone: (650) 595-0548

Customer Name #3: FI\$Cal (State of California)
Address: 2000 Evergreen St, Sacramento, CA 95815
Reference Name: Raymond Esquer Jr.
Current Phone: (916) 576-3294

Customer Name #4: _____
Address: _____
Reference Name: _____
Current Phone: _____

Customer Name #5: _____
Address: _____
Reference Name: _____
Current Phone: _____

The State may contact all of the references listed to inquire about Offeror's equipment, services, performance, and degree of customer satisfaction. Full points for references will not be awarded unless Section 2a and 2b are emailed from referenced customers to the Contract Administrator.

**ATTACHMENT
CUSTOMER REFERENCES
OFFEROR FORM OF-1**

Customer References: Offeror is required to complete Section 1 with a minimum of three (3) references of customers who received services similar to those requested in this RFP. Offeror, including any proposed sub-contractors included in the Offer, shall complete Section 2a for each reference and email to referenced customer to complete Section 2b.

Section 1. To be completed by the offeror and submitted with proposal.

Customer Name #1: State of Hawaii, Dept. of Accounting and General Services
Address: 1151 Punchbowl Street, Honolulu, HI 96813
Reference Name: Leila Kagawa
Current Phone: (808) 586-1971

Customer Name #2: State of Hawaii, Dept. of Transportation - Airports (Warehouse)
Address: 400 Rodgers Boulevard, 7th Floor, Honolulu, HI 96819
Reference Name: Amy Saito
Current Phone: (808) 838-8678

Customer Name #3: State of Hawaii, Dept. of Transportation - Airports (Fiscal)
Address: 400 Rodgers Boulevard, 7th Floor, Honolulu, HI 96819
Reference Name: Amy Saito
Current Phone: (808) 838-8678

Customer Name #4: Employees' Retirement System of the State of Hawaii
Address: 201 Merchant St #1400, Honolulu, HI 96813
Reference Name: Keith Miyamoto
Current Phone: (808) 586-1713

Customer Name #5: _____
Address: _____
Reference Name: _____
Current Phone: _____

The State may contact all of the references listed to inquire about Offeror's equipment, services, performance, and degree of customer satisfaction. Full points for references will not be awarded unless Section 2a and 2b are emailed from referenced customers to the Contract Administrator.

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: CherryRoad Technologies Inc.	Contractor/Offeror Contact/Name: Robert Cockrum, Senior Sales Executive
Project Dates: 11/2016 – Present	Contractor/Offeror Contact Phone: 916-715-6504
Customer Organization: State of Hawaii	Customer Contact Name: Leila Kagawa, Enterprise Program Manager
	Customer Phone: 808.586.1971
Customer Address: 1151 Punchbowl St, #501, Honolulu 96813	Customer Fax: N/A
Operating Budget of Organization: \$15.416B	
<p>Project included implementation in which of the following procurement categories (Check all that apply):</p> <p><input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input checked="" type="checkbox"/> Solicitation and Award</p> <p><input type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input type="checkbox"/> Other Services</p>	
<p>Project included implementation of procurement categories listed above in a government and/or education organization:</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>Scope of Project:</p> <p>Please see attached page.</p>	
<p>Number of employees staffed for this project:</p> <p>Varies between 20 and 30 depending upon project task</p>	
<p>Total One-Time Cost of Project (Estimated/Actual):</p> <p>\$16.7M</p>	

SCOPE OF PROJECT:

The State's modernization initiative is intended to improve State operations and services by creating a more streamlined and enhanced IT environment, and to foster improved collaboration among internal and external stakeholders. The project included CherryRoad implementing PeopleSoft Payroll and Time & Labor statewide using the CherryRoad private cloud.

The State has retired its existing antiquated payroll and leave management solutions and is reducing existing operational risk in the State's current IT operations; while facilitating data sharing and collaboration among the remaining existing legacy systems.

CherryRoad has partnered with the State to implement PeopleSoft Payroll along with Time & Labor (in process). The implementation utilized CherryRoad's hosting and managed services. CherryRoad is hosting the production environment in our Honolulu data center and the DR/Test in our Sacramento data center. In addition to the hosting services, CherryRoad is performing application managed services such as break/fix, update support, and general business process support.

Reason for Change in Total One-Time Cost of Project, if applicable:			
No change.			
Scope of Contractor/Offeror's Involvement in this project:			
Implementation Services, Software Resell, Hosting and Managed Services			
Number of employees Contractor/Offeror staffed for this project:			
Varies between 5 and 15 depending upon project task			
Original Value of Contractor/Offeror's Contract:		Actual Total Contract Value:	
\$41.5M for 8 Years		\$41.5M for 8 Years	
Reason(s) for Change in Value:			
No Change			
Estimated Start & Completion Dates:	From:	November 2016	To: present
Actual Start & Completion Dates:	From:	November 2016	To: present
Reason(s) for Difference Between Estimated and Actual Dates:			
No Change			

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: CherryRoad Technologies Inc.	Contractor/Offeror Contact/Name: Robert Cockrum, Senior Sales Executive
Project Dates: 05/2019 – Present	Contractor/Offeror Contact Phone: 916-715-6504
Customer Organization: Charlotte-Mecklenburg Schools	Customer Contact Name: Bill Onisick, Program Executive
	Customer Phone: 704-206-0762
Customer Address: 600 E. Fourth St, 5th Fl, Charlotte, NC 28202	Customer Fax: N/A
Operating Budget of Organization: \$1.7B	
<p>Project included implementation in which of the following procurement categories (Check all that apply):</p> <p> <input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input checked="" type="checkbox"/> Solicitation and Award <input type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input type="checkbox"/> Other Services </p>	
<p>Project included implementation of procurement categories listed above in a government and/or education organization:</p> <p> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No </p>	
<p>Scope of Project:</p> <p>Please see attached sheet.</p>	
<p>Number of employees staffed for this project:</p>	
<p>Total One-Time Cost of Project (Estimated/Actual):</p> <p>\$7,357,500 estimated / \$7,357,500 actual</p>	

The North Carolina General Assembly agreed to fund a multiphase, multiyear project to modernize the State’s K-12 Financial and Human Resource systems, including Payroll. Under the direction of the State’s Department of Public Instruction (NC-DPI), funds are being provided to the State’s K-12 school districts (115 in total) to modernize the core financial and human resources management systems using a modern software as a service ERP cloud solution as mandated by the legislation. After a year-long review, the State selected CherryRoad/Oracle Cloud Services as one of two solutions for which its K-12 districts could select as its ERP solution to modernize.

Five of the State’s K-12 districts who have selected CherryRoad/Oracle Cloud are serving as “pilots” for the program. These pilots will assist to determine, design, and implement standard configurations, workflows, integrations, reporting and overall requirements for State.

K-12 school districts. These pilot schools are scheduled to Go-Live in 2020. The remaining North Carolina school districts will leverage these pilot school configurations as a template (starting point) for their CherryRoad/Oracle Cloud implementations that will occur through the next several years.

Key Goals and Outcomes for CMS (and all North Carolina K-12 school districts) implementing Oracle Cloud as part of the modernization program include the following:

- Provide for modern real-time access to information via dashboards and interactive reports to key decision making at all levels.
- Automate all business functions and workflows and eliminate manual processes.
- Enable real-time communication between departments for key decision-making and approvals.
- Provide for employee, manager and vendor self-service capabilities.
- Eliminate dual entry and maintain 'one single source of truth' through a single integrated data base while eliminated stand along systems where feasible.
- Leverage best practices to implement a proper chart of accounts and related subledgers.
- Provide for a complete modern procurement system to automate vendor management, bids, contracts, self-service portals, and automated invoice processing while maximizing product discounts.
- Eliminate lengthy upgrade and internal costs to maintain system.
- Eliminate the need for customizations.

MODULES:

- Financials
- Automated Invoice Processing
- Purchasing
- Self-Service Procurement
- Sourcing Cloud
- Inventory Management
- Project Contract Billing
- Planning & Budgeting
- Global Payroll
- Workforce Compensation Management
- Goal Management
- Performance Management
- Oracle Reporting/Analytics
- Expenses
- WebCenter Forms Recognition
- Procurement Contracts
- Supplier Portal
- Supplier Qualification Mgmt
- Project Financials
- Grants Management
- Enterprise Performance Mgmt
- Time and Labor
- Career Development
- Learning
- Talent Acquisition

Reason for Change in Total One-Time Cost of Project, if applicable:			
N/A			
Scope of Contractor/Offeror's Involvement in this project:			
System Implementation tasks that included Project management, Functional Configuration, Technical Tasks, Change Management activities and deploying Training.			
Number of employees Contractor/Offeror staffed for this project:			
Original Value of Contractor/Offeror's Contract:		Actual Total Contract Value:	
\$15,157,500		\$15,157,500	
Reason(s) for Change in Value:			
N/A			
Estimated Start & Completion Dates:	From:	05/2019	To: present
Actual Start & Completion Dates:	From:	05/2019	To: present
Reason(s) for Difference Between Estimated and Actual Dates:			
N/A			

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: CherryRoad Technologies Inc.	Contractor/Offeror Contact/Name: Robert Cockrum, Senior Sales Executive
Project Dates: February 2015 - present	Contractor/Offeror Contact Phone: 916-715-6504
Customer Organization: Sonoma County, CA	Customer Contact Name: Blane Jolliff, Accounting Manager
	Customer Phone: 707-565-8321
Customer Address: 433 Aviation Blvd. #110, Santa Rosa, CA	Customer Fax: N/A
Operating Budget of Organization:	
<p>Project included implementation in which of the following procurement categories (Check all that apply):</p> <p> <input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input checked="" type="checkbox"/> Solicitation and Award <input type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input type="checkbox"/> Other Services </p>	
<p>Project included implementation of procurement categories listed above in a government and/or education organization:</p> <p> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No </p>	
<p>Scope of Project:</p> <p>Please see attached sheet</p>	
<p>Number of employees staffed for this project:</p> <p style="text-align: center;">10</p>	
<p>Total One-Time Cost of Project (Estimated/Actual):</p> <p style="text-align: center;">Multiple Engagements with \$3,000,000 actual and estimated.</p>	

The County of Sonoma is comprised of 26 departments and agencies that provide a full range of services to the community. Sonoma County government has a history of providing excellent and responsive public service while operating under sound fiscal principles. The County is located at the threshold between the commerce-driven San Francisco Bay Area and the spectacular beauty of northern California. The County extends over 1,500 square miles with a diverse economy that includes a world class wine region, stunning natural resources, and dozens of tourist destinations. Sonoma County is home to 493,285 people, with approximately 33 percent of the population residing in Santa Rosa, which was recently named as one of the nation's "most livable communities" by Partners for Livable Communities.

CherryRoad is performing Application Managed Services for Sonoma County in support of the County's implementation of PeopleSoft Financials modules, and Budgeting. The County has deployed PeopleSoft modules that include General Ledger, Purchasing, eProcurement, Accounts Payable, Fixed Assets, and Workflow. In addition to those modules, CherryRoad and the County is deployed Oracle's Cloud Budgeting Solution (PBCS).

In addition to the Application Managed Services, CherryRoad partnered with the County to upgrade the PeopleSoft Financials modules from version 9.1 to 9.2. The project went Live in May 2017 and included four weeks of post-production support.

CherryRoad partnered with the County to achieve the following goals as part of the upgrade project.

1. Complete the scope of the project on time and within budget.
2. Complete project well before November 2017.
3. With some minor exceptions, perform a technical upgrade.
4. Ensure knowledge transfer – both functional and technical.
5. Replace customizations with standard functionality (considering project timeline and effort) to the extent that it meets the County's requirements.
6. Conduct comprehensive testing to avoid lengthy post-production support.
7. Utilize County resources and develop schedules in order for the County to support 9.1 production duties.
8. Avoid weekend work and overtime hours of County staff.
9. Provide CherryRoad resources who are experienced and shall bring significant value to the project

PROJECT TIMEFRAME

- Upgrade Financials 9.1 to 9.2: July 2016 – May 2017
- Application Managed Services: February 2015 – Present

Reason for Change in Total One-Time Cost of Project, if applicable:			
No Change			
Scope of Contractor/Offeror's Involvement in this project:			
CherryRoad was the County's project partner for the upgrade project, managed services support and the Hyperion upgrade.			
Number of employees Contractor/Offeror staffed for this project:			
xx			
Original Value of Contractor/Offeror's Contract:		Actual Total Contract Value:	
Multiple Engagements w/ \$3,000,000 actual/est		Multiple Engagements w/ \$3,000,000 actual/est	
Reason(s) for Change in Value:			
N/A			
Estimated Start & Completion Dates:	From:	Feb 2015	To: present
Actual Start & Completion Dates:	From:	Feb 2015	To: present
Reason(s) for Difference Between Estimated and Actual Dates:			
N/A			

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: Graviton Consulting Services, Inc.	Contractor/Offeror Contact/Name: Vineet Srivastava
Project Dates: May 27, 2020 - July 31, 2021	Contractor/Offeror Contact Phone: (916) 337-6551
Customer Organization: County of Mariposa	Customer Contact Name: Leigh Westerlund
	Customer Phone: (209) 742-1234
Customer Address: 5100 Bullion St, 2nd Fl., Mariposa, CA 95838	Customer Fax: N/A.
Operating Budget of Organization: \$118 million	
<p>Project included implementation in which of the following procurement categories (Check all that apply):</p> <p><input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input checked="" type="checkbox"/> Solicitation and Award</p> <p><input type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input type="checkbox"/> Other Services</p>	
<p>Project included implementation of procurement categories listed above in a government and/or education organization:</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>Scope of Project:</p> <p>Graviton is in the process of implementing Oracle Cloud for HCM, EPM and ERP for the County. The County is being converted from AS400 and Naviline legacy systems and change management is a key component of this project. The expected go-live is July 2021.</p> <p>Modules included in the scope are: HCM, Payroll, Time and Labor, Recruiting, Talent Management and Workforce Compensation, Learning, ERP, Planning and Budgeting, Enterprise Performance Management, Procurement, Supply Chain Execution</p>	
<p>Number of employees staffed for this project:</p> <p>15-40 from client depending on project stage.</p>	
<p>Total One-Time Cost of Project (Estimated/Actual):</p> <p>Estimated \$1.6 million. The project is ongoing and is on budget.</p>	

Reason for Change in Total One-Time Cost of Project, if applicable:			
Not applicable. The project is ongoing and is on budget. At this project stage we do not anticipate any changes in the cost of the project.			
Scope of Contractor/Offeror's Involvement in this project:			
Graviton is the prime implementer of Oracle Cloud HCM, ERP and EPM on this project.			
Number of employees Contractor/Offeror staffed for this project:			
16			
Original Value of Contractor/Offeror's Contract:		Actual Total Contract Value:	
\$1.6 million		N/A.	
Reason(s) for Change in Value:			
N/A.			
Estimated Start & Completion Dates:		From:	To:
		May 1, 2020	July 31, 2021
Actual Start & Completion Dates:		From:	To:
		May 27, 2020	Ongoing.
Reason(s) for Difference Between Estimated and Actual Dates:			
The County decided to push back the project start date. The project is ongoing.			

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: Graviton Consulting Services, Inc.	Contractor/Offeror Contact/Name: Vineet Srivastava
Project Dates: August 2018 - January 2020	Contractor/Offeror Contact Phone: (916) 337-6551
Customer Organization: County of San Joaquin	Customer Contact Name: Kaspar Kurmis
	Customer Phone: (650) 595-0548
Customer Address: 44 N San Joaquin St, San Joaquin, CA 95202	Customer Fax: N/A.
Operating Budget of Organization: \$1.9 billion	
Project included implementation in which of the following procurement categories (Check all that apply): <input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input checked="" type="checkbox"/> Solicitation and Award <input checked="" type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input type="checkbox"/> Other Services	
Project included implementation of procurement categories listed above in a government and/or education organization: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Scope of Project: See attached sheet	
Number of employees staffed for this project: 6-10 from client depending on project stage.	
Total One-Time Cost of Project (Estimated/Actual): \$1.2 million	

Graviton implemented Oracle's Enterprise Performance Management Cloud Service (EPM) solutions for the County of San Joaquin. The Financials, Workforce and Capital modules are being deployed as part of this solution.

Phase one went live in February 2019, with the go-live of all Performance Reporting, as well as line item entry and capital budget entry for Planning and Budgeting. The next phase will see the completion of Workforce Planning modules and the finalization of the budget book. Phase II was completed in January 2020.

This project came about after Graviton upgraded the County's PeopleSoft HCM and FSCM modules in 2017. The County then engaged Graviton to review their business processes and make recommendations for improvements. Following these recommendations, the County decided to implement Oracle Cloud EPM in 2018. Our work with the County of San Joaquin is an excellent example of how Graviton creates longstanding partnerships with our clients over multiple implementations.

The following list provides a snapshot of our current and past projects for the County:

- Phase I HCM and FSCM Upgrade to v9.2: 10/2016 – 06/2017
- FSCM Business Process Analysis: 10/2016 – 05/2017
- Phase II Project Costing Implementation: 06/2017 – Present
- Phase II Time & Labor & Absence Management Implementation: 06/2017 – Present
- Phase II Supply Chain Improvements: 08/2017 – 08/2019
- Intra-Unit Billing Solution: 06/2017 – 06/2018
- San Joaquin County General Hospital PeopleSoft Production Support: 02/2018 – Present

Reason for Change in Total One-Time Cost of Project, if applicable:			
Scope of Contractor/Offeror's Involvement in this project: Graviton was the prime implementer of Oracle Cloud EPM for the County.			
Number of employees Contractor/Offeror staffed for this project: 4 employees			
Original Value of Contractor/Offeror's Contract: \$1.2 million		Actual Total Contract Value:	
Reason(s) for Change in Value:			
Estimated Start & Completion Dates:		From:	To:
Actual Start & Completion Dates:		From: 08-2018	To: 01-2020
Reason(s) for Difference Between Estimated and Actual Dates:			

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: Graviton Consulting Services	Contractor/Offeror Contact/Name: Vineet Srivastava
Project Dates: 11/18/19 - 5/17/2021	Contractor/Offeror Contact Phone: (916) 337-6551
Customer Organization: FI\$Cal (State of California)	Customer Contact Name: Neeraj Chauhan
	Customer Phone: 916.246.3530
Customer Address: 2000 Evergreen St, Sacramento, CA 95815	Customer Fax: N/A.
Operating Budget of Organization:	
<p>Project included implementation in which of the following procurement categories (Check all that apply):</p> <p><input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input checked="" type="checkbox"/> Solicitation and Award</p> <p><input checked="" type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input type="checkbox"/> Other Services</p>	
<p>Project included implementation of procurement categories listed above in a government and/or education organization:</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>Scope of Project:</p> <p>The FI\$Cal system is massive, modern, and dynamic and it is working for California. Today, FI\$Cal is among the largest public sector IT systems in the world replacing hundreds of legacy systems statewide. Enormously complex by its very nature, FI\$Cal is a working system with 152 departments and approximately 15,000 end users processing \$363 billion in expenditures each year. The State Treasurer's Office (STO) functionality handles about \$2 trillion in state government banking transactions annually. Departments are paying their bills and balancing their budgets every single day using the FI\$Cal system.</p>	
<p>Number of employees staffed for this project:</p> <p>Over 50 Employees</p>	
<p>Total One-Time Cost of Project (Estimated/Actual):</p> <p>Estimated \$5 million. Project is ongoing.</p>	

Reason for Change in Total One-Time Cost of Project, if applicable: Not applicable. The project is ongoing and anticipated to be on-budget.			
Scope of Contractor/Offeror's Involvement in this project: Graviton provides the State of California with consulting services for its FI\$Cal financial PeopleSoft implementation. This includes service center support, optimization production support and ERP advisory services including, business analysis and month and year end close optimization.			
Number of employees Contractor/Offeror staffed for this project: 15 Employees			
Original Value of Contractor/Offeror's Contract: \$5 million		Actual Total Contract Value:	
Reason(s) for Change in Value:			
Estimated Start & Completion Dates:		From: 11/18/2019	To: 5/17/2021
Actual Start & Completion Dates:		From: 11/18/2019	To: Ongoing
Reason(s) for Difference Between Estimated and Actual Dates: This project is ongoing.			

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: Hoike Networks, Inc. dba Pacxa	Contractor/Offeror Contact/Name: Scott Watanabe
Project Dates: 10/1/16 - 10/12/18	Contractor/Offeror Contact Phone: (808) 349-2114
Customer Organization: State of Hawaii, Dept. of Accounting and General Services / Note: Pacxa was a subcontractor to CherryRoad Technologies	Customer Contact Name: Leila Kagawa
	Customer Phone: (808) 586-1971
Customer Address: 1151 Punchbowl St, Honolulu, HI 96813	Customer Fax: (808) 518-9171
Operating Budget of Organization: \$230M	
<p>Project included implementation in which of the following procurement categories (Check all that apply):</p> <p><input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input type="checkbox"/> Solicitation and Award</p> <p><input type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input checked="" type="checkbox"/> Other Services</p>	
<p>Project included implementation of procurement categories listed above in a government and/or education organization:</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>Scope of Project:</p> <p>Implemented the State of Hawaii Payroll system.</p> <p>Services provided by Pacxa: Organizational Change Management, Business Process Documentation Support, and Project Coordination/Administration services.</p>	
<p>Number of employees staffed for this project:</p> <p>Approximately 40</p>	
<p>Total One-Time Cost of Project (Estimated/Actual):</p> <p>As a subcontractor, the total one-time cost of the project is N/A for Pacxa.</p>	

Reason for Change in Total One-Time Cost of Project, if applicable:			
As a subcontractor, any changes in the total one-time cost of the project is N/A for Pacxa.			
Scope of Contractor/Offeror's Involvement in this project:			
Pacxa provided Organizational Change Management, Business Process Documentation Support, and Project Coordination/Administration services.			
Number of employees Contractor/Offeror staffed for this project:			
Two: Sherilyn Kimura and Shani Yamada			
Original Value of Contractor/Offeror's Contract:		Actual Total Contract Value:	
N/A		N/A	
Reason(s) for Change in Value:			
N/A			
Estimated Start & Completion Dates:		From:	To:
		N/A	N/A
Actual Start & Completion Dates:		From:	To:
		10/1/16	10/12/18
Reason(s) for Difference Between Estimated and Actual Dates:			
As a subcontractor, start and completion dates were based on Prime's scheduling.			

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: Hoike Networks, Inc. dba Pacxa	Contractor/Offeror Contact/Name: Scott Watanabe
Project Dates: 04/2013 - 04/2014	Contractor/Offeror Contact Phone: (808) 349-2114
Customer Organization: State of Hawaii, Dept. of Transportation - Airports	Customer Contact Name: Amy Saito
	Customer Phone: (808) 838-8678
Customer Address: 400 Rodgers Blvd, 7th Flr, Honolulu, HI 96819	Customer Fax: (808) 838-8753
Operating Budget of Organization: \$769M	
Project included implementation in which of the following procurement categories (Check all that apply): <input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input type="checkbox"/> Solicitation and Award <input type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input checked="" type="checkbox"/> Other Services	
Project included implementation of procurement categories listed above in a government and/or education organization: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Scope of Project: Upgrade of Oracle E-Business Suite Financials to r12.2 for Warehouse.	
Number of employees staffed for this project: 4	
Total One-Time Cost of Project (Estimated/Actual): Estimated = \$396,000.00 / Actual = \$396,000.00	

Reason for Change in Total One-Time Cost of Project, if applicable:			
N/A			
Scope of Contractor/Offeror's Involvement in this project:			
Management and implementation of software upgrade.			
Number of employees Contractor/Offeror staffed for this project:			
3: Fran Kaneshiro, Michael Komoda, and Mike Takeno			
Original Value of Contractor/Offeror's Contract:		Actual Total Contract Value:	
\$396,000.00		\$396,000.00	
Reason(s) for Change in Value:			
N/A			
Estimated Start & Completion Dates:		From:	To:
		04/2013	11/2013
Actual Start & Completion Dates:		From:	To:
		04/2013	04/2014
Reason(s) for Difference Between Estimated and Actual Dates:			
Change in Upgrade Approach from Patch Upgrade to Re-Implementation.			

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: Hoike Networks, Inc. dba Pacxa	Contractor/Offeror Contact/Name: Scott Watanabe
Project Dates: 03/2014 - 11/2014	Contractor/Offeror Contact Phone: (808) 349-2114
Customer Organization: State of Hawaii, DOT - Airports	Customer Contact Name: Amy Saito
	Customer Phone: (808) 838-8678
Customer Address: 400 Rodgers Blvd, 7th Flr, Honolulu, HI 96819	Customer Fax: (808) 838-8753
Operating Budget of Organization: \$769M	
Project included implementation in which of the following procurement categories (Check all that apply): <input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input type="checkbox"/> Solicitation and Award <input type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input checked="" type="checkbox"/> Other Services	
Project included implementation of procurement categories listed above in a government and/or education organization: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Scope of Project: Upgrade of Oracle E-Business Suite Financials to version r12.2 for Fiscal.	
Number of employees staffed for this project: 4	
Total One-Time Cost of Project (Estimated/Actual): Estimated = \$468,000.00 / Actual = \$468,000.00	

Reason for Change in Total One-Time Cost of Project, if applicable:			
N/A			
Scope of Contractor/Offeror's Involvement in this project:			
Management and implementation of software upgrade.			
Number of employees Contractor/Offeror staffed for this project:			
3: Fran Kaneshiro, Michael Komoda, Mike Takeno			
Original Value of Contractor/Offeror's Contract:		Actual Total Contract Value:	
\$468,000.00		\$468,000.00	
Reason(s) for Change in Value:			
N/A			
Estimated Start & Completion Dates:		From:	To:
		03/2014	09/2014
Actual Start & Completion Dates:		From:	To:
		03/2014	11/2014
Reason(s) for Difference Between Estimated and Actual Dates:			
Change in Upgrade Approach from Patch Upgrade to Re-Implementation.			

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: Hoike Networks, Inc. dba Pacxa	Contractor/Offeror Contact/Name: Scott Watanabe
Project Dates: 09/2019 - 11/2020	Contractor/Offeror Contact Phone: (808) 349-2114
Customer Organization: Employees' Retirement Systems of the State of Hawaii	Customer Contact Name: Keith Miyamoto
	Customer Phone: (808) 586-1713
Customer Address: 201 Merchant St #1400, Honolulu, HI 96813	Customer Fax: (808) 587-5766
Operating Budget of Organization: \$18.8M for FY 2021-2022	
Project included implementation in which of the following procurement categories (Check all that apply): <input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input type="checkbox"/> Solicitation and Award <input type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input checked="" type="checkbox"/> Other Services	
Project included implementation of procurement categories listed above in a government and/or education organization: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Scope of Project: Re-Implementation of Oracle E-Business Suite to r12.2.9	
Number of employees staffed for this project: 3	
Total One-Time Cost of Project (Estimated/Actual): \$579,536.00	

Reason for Change in Total One-Time Cost of Project, if applicable:			
N/A			
Scope of Contractor/Offeror's Involvement in this project:			
Management and re-implementation of the Oracle E-Business Suite software.			
Number of employees Contractor/Offeror staffed for this project:			
2: Mike Takeno and Michael Komoda			
Original Value of Contractor/Offeror's Contract:		Actual Total Contract Value:	
\$579,536.00		\$579,536.00	
Reason(s) for Change in Value:			
N/A			
Estimated Start & Completion Dates:		From:	To:
		09/2019	02/2020
Actual Start & Completion Dates:		From:	To:
		09/2019	11/2020
Reason(s) for Difference Between Estimated and Actual Dates:			
Change in Application Operating System from Windows 2016 to Linux 7			



Insert: Attachment 4 CherryRoad Resumes

CherryRoad Technologies Inc.	
Project Manager	Cheryl DeVries, MBA, PgMP
Functional Lead	Jerry Bitters, CIA
Functional Lead	Michael Lee
Technical Manager	Daniel Dopierala, PMP
Reporting Manager	Raymond Songco, MBA



Cheryl DeVries, MBA, PgMP Project Manager

PROFESSIONAL SUMMARY:

- Energetic, client-driven professional with over twenty years (20) years of experience in managing and implementing IT business and system modernization programs.
- Dynamic and highly motivated individual with proven ability to identify, analyze and provide high-end technology solutions through expertise in on-premise and cloud business and technical platforms.
- Currently holds High Risk Public Trust Clearance from Department of Treasury, Department of Labor, and USAID.

TECHNICAL PROFICIENCY:

ERP Applications:	Oracle Cloud Fusion – HCM, ERP, EPM; Oracle R12i, PeopleSoft HRMS, SaaS (ServiceNow, BOX), Momentum Financials, Momentum Planning and Budgeting, AWS (IaaS, PaaS)
Other Tools:	Cognos, Google Cloud, IT Strategy Design, Agile Scrum Methodology, Project Server 2013, Content Management Systems (SharePoint, Drupal), Enterprise Architecture (DoDAF, TOGAF, Zachman, FEA), CMMI Level 3, EVM, CPIC, TBM, Treasury Workplace.gov Community Cloud (IaaS - WC2), FedRAMP, MAXIMO, Data Warehouse, Workflow/BPM, Shared Services, COGNOS, JIRA, VSTS, Service Catalog, IT Governance and Change Management, ITIL/ITSM

CERTIFICATIONS AND TRAINING:

- Certified Program Management Professional (PgMP); Project Management Institute (PMI) – 2011
- Executive Leadership Training; Yale University School of Management/BearingPoint – 2009

EDUCATION:

- Master of Business Administration (MBA); University of Maryland – 2008
- Bachelor of Science in Business Administration, Finance; George Mason University – 1999

PROFESSIONAL EXPERIENCE:

CherryRoad Technologies
Program Manager
12/18 to Present

Serves as the Program/Engagement Manager for the implementation of Oracle Cloud Fusion within the CherryRoad's Cloud Business Practice.

Engaged as the Program Manager at Missouri Public School and Education Employee Retirement Systems (PSRS/PEERS) for the successful implementation of Oracle Cloud Fusion HCM, ERP, and EPM (Planning and Budgeting) from 12/19 to Present:

- Responsible for financial forecast on assigned contracts.
- Responsible for all project management activities within each phase of the system implementation – from system planning, design, build, test, deployment, to post-production.
- Managed offshore and onshore cross-functional team's day-to-day activities to ensure integration of each modules between HCM, ERP, and EPM.



- Responsible for managing project forecast and financials.
- Provided Quality Assurance support for the successful submission of project deliverables.
- Managed project scope and change requests.
- Developed project workplans, schedules, and budgets.
- Responsible for developing and maintaining communication and involvement with key PSRS/PEERS management personnel and resolving project related issues.
- Played a lead role in key project/module design and implementation of leading practices.
- Reviewed all interim and final deliverables.
- Monitored progress against workplans, schedules, and budgets.
- Provided advisory services and periodic review of major project milestones and assisted the Project Team by reviewing major deliverables, identifying major issues and risks, and communicating the project direction and strategy.

Engaged at Wayne County, MI, as the Program Manager for the implementation of Oracle Cloud Fusion suite from 07/19 to Present:

- Responsible for financial forecast on assigned contracts.
- Responsible for the implementation of the following Oracle Cloud Fusion Applications:
 - HCM Part 1– Core HR, Benefits, OTL, Absence, Payroll
 - ERP – GL, Fixed Assets, AR/AP, Supply Chain Management, Enterprise Contracts, Cash Management, Inventory Management, Grants Management, and Project Management
 - EPM – Planning and Budgeting, Performance Reporting
 - HCM Part 2 – Talent Acquisition, Performance Management, Career/Learn
- Responsible for the implementation of Wayne County Treasury’s Office SymPro system (Investment Management, Debt Management, and Cash Management).
- Responsible for all project management activities within each phase of the system implementation – from system planning, design, build, test, deployment, to post-production.
- Managed offshore and onshore cross-functional team’s day-to-day activities to ensure integration of each modules between HCM, ERP, and EPM.
- Responsible for managing project forecast and financials.
- Provided Quality Assurance support for the successful submission of project deliverables.
- Managed project scope and change requests.
- Developed project workplans, schedules, and budgets.
- Responsible for developing and maintaining communication and involvement with key PSRS/PEERS management personnel and resolving project related issues.
- Played a lead role in key project/module design and implementation of leading practices.
- Reviewed all interim and final deliverables.
- Monitored progress against workplans, schedules, and budgets.
- Provided advisory services and periodic review of major project milestones and assisted the Project Team by reviewing major deliverables, identifying major issues and risks, and communicating the project direction and strategy.
- Integrating project-level tasks and activities (e.g. functional design, training, communication and change management, etc.) to promote collaboration and information sharing while reducing program risks and schedule delays.

Engaged as the Program/Project Manager at Missouri Retirement System (MOSERS) Oracle ERP Implementation project from 06/19 to 11/20:

- Responsible for the implementation of ERP Modules (GL, Fixed Assets, Expense Management, Accounts Payable, Accounts Receivable).



- Responsible for all project management activities within each phase of the system implementation – from system planning, design, build, test, deployment, to post-production.
- Responsible for managing project forecast and financials.
- Provided Quality Assurance support for the successful submission of project deliverables.
- Managed project scope and change requests.
- Developed project workplans, schedules, and budgets.
- Responsible for developing and maintaining communication and involvement with key MOSERS management personnel and resolving project related issues.
- Played a lead role in key project/module design and implementation of leading practices.

DeVries Integrated Solutions – Independent Contractor
10/16 to 12/18

Engaged at United States Agency for International Development (USAID):

Served as the Enterprise Architect/Governance Lead supporting the Architecture Review Board (ARB) and Engineering Review Board (ERB) in the oversight and implementation of M/CIO IT projects.

- Led the creation, revision, and implementation of the ARB/ERB Governance charters to support decision making in compliance with: Federal Information Technology Reform Act (FITARA); new technical standards, design patterns, services, information, solutions, and business processes; and the future-state road maps to reflect changes in business strategy.
- Worked closely with the Engineering and Operations Team in the design and implementation of approved technical architecture design documents.
- Responsible for the design, management, integration, and implementation of the Approved Products List (Software and Hardware) requirements and workflows within the ServiceNow application.
- Supported the development and implementation of the Cloud Governance Strategy for both AWS and Microsoft Azure platforms.

Engaged at Food and Drug Administration (FDA):

Served as the Program Manager for managing and implementing over nineteen (19) key CTO IT projects. Projects range from IT Strategic Advisory Support to Modernization and Implementation.

- Led and managed over 15 cross-functional team members (i.e. Solution Architects, DBAs, Cloud Architects, Engineers, Network Security Specialists, etc.).
- Responsible for the overall successful implementation of CTO key initiatives including BOX implementation, ServiceNow, FDA AWS FISMA Moderate Cloud IaaS, and FDA AWS GovCloud IaaS, and eFax Prototype.
- Implemented processes to comply with CMMI Level 3: CMMI-DEV & CMMI-SVC for IT Services.
- Developed CTO's metamodel Enterprise Architecture to ensure current and target systems comply with Cloud First, PortfolioStat, FEA, OMB, and FDA's EPLC governance framework.
- Served as a Senior Advisor to the CTO for the development and implementation of the CTO's IT Strategic Plan, Stabilization and Modernization Plan, and Remediation Plan.
- Developed the draft CTO IT Strategic plan, Stabilization plan and Remediation Plan leveraging Information Technology Infrastructure Library v3 (ITIL) best practices.

Smartronix, Herndon, VA
Technical Program Manager
09/14 to 10/16

Served as one of the key Technical Program Managers supporting Smartronix Cloud Business Unit.



Siemens Cloud AWS Account

Provides Program/Project Management implementing AWS for Siemens Product Life Cycle Mgt Software (PLM) customers (i.e. Proctor and Gamble, Dell, Sigmasure, etc.).

- Responsible for day-to-day execution of AWS projects including resource management, schedule management, and risk/issue management.
- Responsible for the account's overall financial status (profit/loss).

Engaged at the U.S. Department of Treasury:

Served as the Deputy Program Manager for the \$90M Blanket Purchase Order. Supported the management, implementation, and maintenance of Treasury's Public Cloud Hosting Solution – Workplace.gov Community Cloud (WC2).

- Provided program management support to over thirty (30) projects focus on migrating Treasury's internal/external customers (i.e. IRS, US Mint, FDIC, etc.) to the Amazon Web Services (AWS) cloud hosting environment.
- Led and managed over 50 cross-functional team members (i.e. Solution Architects, UI/UX, DBAs, Data Architects, Network Security Specialists, etc.).
- Responsible for overall execution, financial (Profit and Loss), and resources management.
- Led the successful implementation of the following high-profile projects:
 - Entry of Duty System (EODS). Successfully built and deployed three services from WC2 catalog to include public web hosting (shared model), restricted/access web hosting (both shared and dedicated model), and development and testing enclaves (dedicated model).
 - Federal Deposit Insurance Corporation E-Commerce Website. Implemented Drupal as the new CMS leveraging the solution's open source, and zero-cost capabilities. The implementation enabled FDIC to enhance its website services and provide customers with new functionalities while leveraging WC2 FedRAMP security configuration and fully managed services.
 - MakingHomeAffordable.Gov Website Redesign. Implemented new redesigned website within the WC2 shared SharePoint 2013 farm, enabling OFS to meet the growing needs of its customers to access data using user-friendly and responsive website.
 - IRS Payment Mixed Checker Tool. Developed the tool leveraging the SharePoint 2010 web services and SQL database capabilities enabling IRS to assist over two hundred thousand (200k) merchants to generate accurate tax reporting.
 - Project Server 2013 Implementation. Implemented the Microsoft Project Server 2013 and UMT 360 applications within OCIO enabling Treasury to add a new SaaS application within WC2 catalog that will be consumed by Treasury's existing and future customers.
 - The U.S. Mint Data Retention and Archival for the old eCommerce System – IRIS. Built and deployed a SQL database within a dedicated WC2 enclave enabling the Bureau to store and retain IRIS sensitive data and leverage a cost-effective, flexible, and fully managed services hosting solution in compliant with FISMA requirements and Federal retention policies.
 - The U.S. Mint Data Storage and Management for the new eCommerce System – Order Management System (OMS) from PFSWeb. Deployed a separate SQL database with the ability to store and manage the new system's daily transactions using a secured interface between the PFSWeb infrastructure and WC2.

Citizant, Chantilly, VA Business Architect 02/14 to 09/14

Served as the Business Architect for the Housing and Urban Development engagement.



- Defined Financial Management, Human Capital Management, and Administrative Control Segment Architectures.
- Supported development and maintenance of HUD EA.
- Supported integration of HUD EA with HUD Investment Management Information Management (ITIM) core activities.
- Served as SME on the implementation of the HUD Financial Management (New Core) migration to the Bureau of Public Debt (BPD) Administrative Resource Center (ARC) Shared Service solution.

Program Manager/Independent Consultant

08/12 to 02/14

Served as an Enterprise Architect for Department of Labor, Office of Inspector General's (OIG) capital IT investment including eOIG, Byte Grid (LAN/WAN), and Case Management system. Developed the Electronic Office of Inspector (e-OIG) Enterprise Architecture and Transition Plan documents that successfully enabled OIG to obtain \$1.2Million additional funding from OMB to operate and enhance the OIG's current configuration.

- Developed Program Management documentations for the operation and maintenance of e-OIG to align with DOL's Capital Planning and Investment Control (CPIC) guidelines and mandates.
- Led the development of Investigative Management Information System (IMIS) functional and technical design to migrate OIG's investigative processes to a more robust technology standard.
- Supported the OIG's Cloud Computing strategy to determine data types that can be migrated to the Cloud Environment in conformance with FedRAMP requirements.
- Provided Senior Subject Matter Expertise (SME) in the implementation of the new FedRAMP-certified case management system.
- Managed the implementation of BOX and SunView Helpdesk ticketing system.

TeraThink Corporation, Reston, VA

Senior Program Manager

02/10 to 07/12

Served as a Senior Program Manager within TeraThink's Defense practice by supporting business growth and managing engagements for high-profile clients.

- Successfully led the \$40M migration of the Washington Headquarters Services (WHS) business and system requirements from the legacy environment into a SaaS application.
- Led and managed over 30 multi-disciplinary team members responsible for the overall migration of WHS to a new ERP (Momentum Financials Suite) leveraging shared service environment.
- Responsible for the account's overall financial status (profit/loss).
- Supported all DoD business capture and delivery efforts and provided strategic guidance for account sustainment and growth and supports staff development activities and mentoring.
- Led various communications and program status meetings with key DoD & WHS C-Level Executives (CFO, CIO, CPO, etc.) to present implementation approach, program risks/issues, and resources.
- Supported Analysis of Alternatives (AOA) for evaluating interim solutions, including Federal Shared Service Providers, Government-Off-The-Shelf (GOTS), and DoD ERP systems, for migrating WHS from their legacy accounting system (WAAS) to a modern ERP-based solution.
- Designed Governance and Control Board to provide oversight and decision-support to the overall implementation approach.
- Integrated project-level tasks and activities (e.g. functional design, training, communication and change management, etc.) to promote collaboration and information sharing while reducing program risks and schedule delays.



- Applied Earned Value Management approach to manage and monitor cost/schedule variances that impact the program's overall performance and schedule.
- Led several business development effort including writing the Technical and Management response to RFPs, RFIs, BPAs, IDIQs, and Sources Sought, and identified and coordinated teaming, staffing, and pricing strategies.
- Supported TeraThink's CMMI Level 3 assessment.

Engineering, Management and Integration Inc., Herndon, VA
Senior Lead Engineer/PM
04/09 to 02/10

Served as a Senior Lead Manager for the development and implementation of the DoD Business enterprise Architecture (BEA) 7.0.

- Led the requirements design and development of DoD's Foreign Military Sales (FMS) Trust Fund Distribution including integration with Oracle R12i Financials.
- Supported several key meetings and presentation with DoD C-Level Executives, General Accountability Office (GAO), and Office of Management and Budget (OMB) Office.
- Developed functional and technical requirements for Financial Visibility to ensure compliance with Federal Accounting Standards, FFMIA, OMB A-123, and DoD Directives and guidance.
- Support EM&I's business growth by contributing to the capture of the DoD BEA – Financial Visibility contract. Led and supported business development effort by writing responses to RFPs, RFIs, IDIQs, and Sources Sought.



Jerry Bitter

Functional Lead

PROFESSIONAL SUMMARY:

- Over 26 years of hands-on experience working with Oracle ERP application implementation, upgrade, and sustainability.
- Has performed a variety of roles for numerous organizations with experience including Solution Architect, Functional Lead, Project Manager, and Consulting Practice Manager and Director.
- Has helped numerous organizations to select and implement information systems to meet business requirements for higher education, public sector, commercial, and health care.
- Has provided leadership and guidance to organizations in improvement of internal processes and controls, better informational reporting to management, and building of system sustainability to foster business growth and reduction of costs.

TECHNICAL PROFICIENCY:

ERP Applications:	Oracle Cloud Financials, PeopleSoft Finance
ERP Modules:	General Ledger
Methodologies:	Oracle Unified Method (OUM) 6.2
Other Tools:	MS Project, MS Visio, MS Office, MS Exchange

CERTIFICATIONS:

- Oracle Project Portfolio Management Cloud 2016 Certified Implementation Specialist
- Oracle Applications Cloud Operations 2017 Implementation Specialist
- PeopleSoft General Ledger 9 Consultant Certified Expert
- Certified Internal Auditor (CIA)
- Certified Information Systems Auditor (CISA, inactive)

TRAINING:

- Oracle Financials Cloud Implementation Workshop
- Oracle Project Portfolio Management Cloud: Project Financial Management Functional Setup
- Oracle Project Portfolio Management Cloud Implementation Workshop
- Oracle Procurement Cloud Implementation Workshop

EDUCATION:

- Graduate Studies: International Management; Golden Gate University, San Francisco, CA
- Bachelor of Science in Accounting; Brigham Young University, Provo, Utah



PROFESSIONAL EXPERIENCE:

CherryRoad Technologies Inc.

Lead Consultant – Cloud ERP

03/19 to Present

Engaged at City of Boca Raton, FL as Financials Lead from 07/20 to 11/20:

Full suite of Oracle Cloud ERP and HCM implementation.

- Budgetary Control Design, Configuration, and Test.
- Financial Interface Functional Design.
- Configured General Ledger, Accounts Payable, and Cash Management.
- Lead GL History and Budgets Conversion.
- Knowledge transfer with GL, Payables, and Cash Management client teams.

Engaged at Volusia County Schools, FL as Financials Support Lead from 1/20 to Present:

Full suite of Oracle Cloud ERP and HCM implementation.

- Production Support for General Ledger, Budgetary Control, Cash Management, and AP.
- Knowledge Transfer with client teams.

Engaged at City of Redwood City, CA, as Financials Lead from 07/19 to Present:

Full suite of Oracle Cloud ERP and HCM implementation.

- Chart of Accounts Design.
- Designed & configured GL, AP, AR, Cash Management, Budgetary Control, and Encumbrance Accounting.
- Assisting with Financials Conversions, Systems Integration and User Acceptance Testing.

Engaged at Missouri State Employees' Retirement System (MOSERS) as Accounting Lead from 06/19 to 03/20:

Implementation of Oracle Cloud GL, Cash Management, AR, AP, Expenses, and Asset Management.

- Chart of Accounts Design.
- Design and Configuration of General Ledger, Accounts Payable, Accounts Receivable, Cash Management, Budgetary Control and Encumbrance Accounting.
- Assisting with Financials Conversion, Systems Integration and User Acceptance Testing.
- Provide post go-live support.

Engaged at The City of Sunnyvale as an GL, Budgeting, Receivables lead from 04/19 to 06/19:

- Full suite Oracle Cloud ERP and HCM, implementation.

Highstreet IT

Practice Director, Practice Manager

07/16 to 03/19

- Oracle Cloud ERP Implementation of Financials, and PPM Grants Management.
- Financial Solutions Architect, chart of accounts design.
- Module lead for Oracle Cloud PPM Grants Management, Oracle Cloud General Ledger, Cash Management, Budgetary Control, and Asset Management.
- Project manager and Cloud Grants Management lead for one in-progress project.
- Cross training of consultants new to Oracle Cloud.
- Promoted to Practice Director July 2018 after achieving employee of the quarter award.



Ciber Inc.

Oracle Practice Resource Manager, Principal Consultant

09/08 to 06/16

- Oracle Practice Consultant Staffing, New Employee Orientation, Resource Allocation, Financial Solutions Architect, Project Management, Financials and Grants Management implementation and upgrade.
- Work with practice management and recruiting staff to identify and employ suitable Oracle consultants.
- Interviewed new-hire consulting candidates.
- Implemented and managed a new college hire program where recent college graduates were hired, trained, and successfully deployed as consultants.
- Setup and maintained a video interview system used to orient candidates and record responses to interview questions for review by practice managers.
- Financial Solutions Architect.
- Project Management.
- Lead Oracle Financials module implementation and upgrade.
- Lead chart of accounts design.
- Lead Grants and Project Management design, configuration, conversions, and test.
- Client solutions design and business process improvement.

Huron Consulting Group

Manager

02/06 to 09/08

- Oracle Grants Management implementation and upgrade, business issue assessment and recommendations, lead application solutions search. ERP and BICS Project Manager for UAT.
- Project Manager for PeopleSoft Grants Management implementations and upgrades.
- Performed a study of business operations outside the scope of an ERP implementation project and made recommendations.
- Project manager for software search for Maintenance Management operations.
- Campus visits to interview college hire candidates.
- Preparation and presentation of implementation consulting proposals.

Ciber Inc.

Principal Consultant

07/00 to 01/06

- Oracle Practice Project Management, Financials, and Grants Management implementation and upgrade.
- Project Manager.
- Lead Consultant.
- Preparation and presentation of implementation consulting proposals.

Business Information Technology

Principal Consultant, Sr. Consultant, Consultant

07/95 to 12/00

- Oracle Practice Project Management, Financials and Grants Management implementation and upgrade.
- Acted as Project Manager and Lead Consultant.
- Preparation and presentation of implementation consulting proposals.



Michael Lee

Functional Lead

PROFESSIONAL SUMMARY:

- Oracle Cloud Manager with 25+ years of Oracle experience.
- Senior Technology Implementation Consultant experienced in devising optimal solutions for business processes.
- Teamwork and leadership are key qualities; known for dedication, integrity, and excellence.
- Proven leader and facilitator.
- Extensive client liaison involving strategy, design, requirements, testing and training.
- Functional expertise in Oracle Cloud procurement, inventory, payables, and expenses.
- Excellent business analysis, interpersonal and organizational skills.
- Managed Oracle implementations for 20+ years including hands-on functional and executive consulting.

TECHNICAL PROFICIENCY:

ERP Applications:	Oracle Fusion Cloud
ERP Modules:	Supply Chain Management, E-Business, Financial, Business Intelligence
Languages:	XML, PL/SQL, BI Publisher, OTBI
Software:	Microsoft Word, Excel, PowerPoint, Visio, Project

CERTIFICATIONS:

- Oracle Procurement Cloud 2016 Certified Implementation Specialist
- Oracle Product Hub Cloud 2016 Certified Implementation Specialist
- Oracle Fusion Supply Chain Management 2016 Sales Specialist
- Oracle Fusion Supply Chain Management 2016 Presales Specialist
- Oracle Fusion Cloud Procurement 2016 Presales Specialist
- Oracle Fusion Cloud Procurement 2016 Sales Specialist
- Oracle Financials Cloud 2016 Presales Specialist
- Oracle Financials Cloud 2016 Sales Specialist
- Oracle Business Intelligence Cloud Service Specialist
- Oracle Applications Cloud Security 2016 Implementation Specialist
- Oracle Applications Cloud Data 2016 Implementation Specialist
- Oracle Applications Cloud Reporting 2016 Implementation Specialist
- Oracle Applications Cloud User Experience 2016 Implementation Specialist

EDUCATION:

- Master of Business Administration in Marketing; State University of New York at Buffalo
- Bachelor of Arts in Economics; University of Rochester
- Certificate in Management Studies; University of Rochester



PROFESSIONAL EXPERIENCE:

CherryRoad Technologies, Inc.

Director, ERP Cloud

07/17 to Present

Engaged at Guilford, NC County Schools and Cumberland NC County Schools as a Procurement and Expenses Oracle Cloud Lead from 11/20 to Present:

- Lead business process review sessions and conduct design workshops.
- Analyze business processes and planned system design.
- Design and configure system for testing.

Engaged at Arkansas Department of Transportation as a Procurement Oracle Cloud Lead from 02/19 to 11/20:

- Implemented Oracle Cloud ERP Financials.
- Led business process review sessions and conducted design workshops.
- Analyzed business processes and planned system design.
- Designed and configured system from testing to production.

Engaged at Volusia County Schools, FL as a Procurement and Inventory Oracle Cloud Lead from 08/17 to 09/19:

- Implemented Oracle Cloud ERP Financials and HCM.
- Led business process review sessions and conducted design workshops.
- Analyzed business processes and planned system design.
- Designed and configured system from testing to production.

Engaged at City of Aspen, CO as a Procurement and Payables Oracle Cloud Lead from 07/17 to 09/17:

- Provided Oracle Upgrade Testing and Support.
- Completed upgrade setup and maintenance and testing.
- Provided support for Production and upgrade environments.

Ciber Inc.

Principal Consultant

06/12 to 07/17

Engaged at Presbyterian Medical Services as a Business Process Analyst Oracle Cloud from 07/16 to 07/17:

- Configured Procure to Pay Cloud Applications within the Procure to Pay business process.
- Tested Cloud Procure to Pay business processes.
- Developed HCM and Financials BI.

Engaged at Family Health Network as a Business Process Analyst Oracle Cloud from 01/16 to 07/17:

- Led business process alignment sessions, configuration, and testing within the Procure to Pay business process.
- Primarily responsible for the configuration of the Procurement and Payables application.

Engaged at Montgomery County, MD as an EBS Order Management & Supply Chain Lead from 06/13 to 12/15:

- Responsible for planning, configuration, training, and implementation of the system.
- Facilitated and led Department of Liquor Control team through initial phases of the project.



Garlock Sealing Technologies
Oracle Center of Excellence Manager
04/95 to 05/12

Engaged as Oracle Center of Excellence Manager:

- Served as Manager of Oracle team leading continuous improvement throughout the organization.
- Functioned as Oracle Lead for Sales and Operations Planning implementation in Mexico, in Spanish language. Improved Perfect Order Rate from 37% to 97%; Supply Chain process improvements for internal and external customers; and Order Management process redesign.
- Developed two Quote to Order configurator models for Mexican Operations to reduce quoted lead time to minutes.

Engaged as the IT Global Applications Manager:

- Served as Global Applications Manager for 20 locations globally including Oracle team.
- Acted as functional Expert for Sales and Operations Planning project in Palmyra with McKinsey consulting and EnPro team implemented operations and IT enhancements.
- Developed two configurator models for Garlock North America.
- Implemented 11.5.10 in Technetics Florida location. Project Leader for all phases of the project, including pre-sales, discovery, design, development, and deployment.
- Implemented change processes and procedures for all modules in Financials, Order to Cash and Procure to Pay process flows.

Engaged as IT ERP Applications Manager:

- Hands-on leader of Business Analysts and Applications team including Developers, and DBAs.
- Implemented Oracle 11.5.10 in Garlock's Mexican Operations in Spanish language. Project Leader for all phases of the project, including pre-sales, discovery, design, development, and deployment.
- Implemented change processes and procedures for all modules in Financials, Order to Cash and Procure to Pay process flows.

Engaged as an IT Project Manager:

- Served as Project Manager and functional expert.
- Implemented Oracle 11.5.10 EBS at three Garlock manufacturing and distribution locations. Order to Cash and Procure to Pay including Warehouse Management and Advanced Pricing.
- Implemented location with FIFO costing; this included creating Pre-sales modeling of system with FIFO.
- Implemented business unit completely with Configurator Process, Quote to Order and Item Creation. Developed six configurator models.
- Developed and implemented export system within Oracle. Created functionality required to replace existing system using forms personalization and XML documents.
- Created and implemented Business Intelligence publisher reports for Garlock North America.

Engaged as a Business Systems Analyst:

- Served as a Project Manager and operational functional expert.
- Re-implemented Oracle 10.7 to 11.5.9 for Garlock North America utilized AIM for complete re-implementation.
- Implemented new business unit on Oracle 11.5.9 discovery, design, development, and deployment.
- Functional Lead for technical upgrade Oracle 11.5.9 to 11.5.10. Oracle process improvements in bar-coding, warehouse management, and configuration.
- Handled end user training document creation, training, and development of operations users.



Engaged as a Project Engineer:

- Functioned as the Project Leader for implementations of business units and global business analysis.
- Implemented Oracle 10.7 at three manufacturing locations Order to Cash and Procure to Pay and Financials.
- Performed business justification analysis for global operations, to make or buy offshore.

Engaged as Director of Operations:

- Reported to the Vice President and led Industrial Products Sales, Manufacturing, and Production Control team.
- Led effort to continuously improve operating effectiveness. Improved profitability \$2.8M for \$8M operating unit. Responsible for \$30M in sales and transfers.
- Led Kaizen activities for continuous improvement in Garlock North America.

Engaged Director of Production and Inventory Control:

- Reported to the Vice President/General Manager to manage and improve production, production scheduling and inventory management.
- Implemented planning and operations improvements including lead time reduction, bills of materials and routings improvements.

Engaged as Information Technology Project Leader:

- Original Oracle team member for ERP application selection.
- Oracle team for initial 10.7 discovery, design, development, and deployment implementation for Garlock.
- Implemented 10.7 Inventory, Order Management, Bills of Materials, MRP/MPS, Costing, Work in Process, Purchasing, and Financials.



Dan Dopierala Technical Manager

PROFESSIONAL SUMMARY:

- Public Sector Experience: 23+ years
- Oracle Experience: 24+ years
- Highly experienced Technical Manager with Project Management Professional certification.
- Technical Management experience includes monitoring tasks related to moving to a hosted environment and overseeing all aspects related to technical development.
- Collaborated with client personnel to help analyze PeopleSoft source system data (FMS/HCM) to help design the needed Dimensions/Facts to support the applicable Subject Area in OBIEE.
- Participated in the related Development Specifications and Validation Scripts.
- Created multiple ETL Jobs (Server and Sequence) to populate OWS and MDW tables using DataStage 8.5.
- Implemented Data Warehouse tables.
- Extensive experience as Technical Lead/Developer.

TECHNICAL PROFICIENCY:

ERP Applications:	PeopleSoft Finance 9.2/9.1/9.0/8.9/8.8
ERP Modules:	Human Resources, Benefits (Base and Administration), Time & Labor, Payroll (North America and Global), Employee and Manager Self-Service, Absence Management, Recruit Workforce, Interaction Hub (Portal), Asset Management, Purchasing
ERP Tools:	Application Designer/Application Engine, PeopleCode, Security Administration, Crystal/Query, Data Mover, Integration Broker, SQL/SQR
Languages:	PeopleCode
Databases:	Oracle, MS SQL Server, MS Access
Reporting Tools:	PS Query, Crystal Reports, SQR
Other Tools:	MS Office Suite, MS Visio, FTP, IBM InfoSphere DataStage 8.5, TCP/IP

CERTIFICATIONS:

- Certified Project Management Professional (PMP #1458157), Project Management Institute – 2011
- PeopleSoft PeopleTools/Financial Management/Human Capital Management Support Specialist
- PeopleSoft 8 PeopleTools Certified
- PeopleSoft 8 Technology Certified

EDUCATION:

- Bachelor of Arts in Mathematics and Computer Science; Lawrence Technological University



PROFESSIONAL EXPERIENCE:

CherryRoad Technologies Inc.

Director – Cloud ERP

07/17 to Present

Engaged at the State of Hawaii as Technical Manager from 10/16 to Present:

Performed as Technical Manager on the State of Hawaii Payroll Modernization Project. The project replaces the statewide mainframe payroll application with PeopleSoft HCM v9.2 Payroll for NA.

- Technical Manager duties include monitoring tasks related to moving to a hosted environment and overseeing all aspects related to technical development.

Engaged at the State of Minnesota as EPM Technical Developer from 01/14 to 10/16:

- Worked together with key state personnel to help analyze PeopleSoft source system data (FMS/HCM) to help design the needed Dimensions/Facts to support the applicable Subject Area in OBIEE. Once designed, including applicable security, participated in the related Development Specifications and Validation Scripts.
- As needed, conducted the development and unit testing.
- Created multiple ETL Jobs (Server and Sequence) to populate OWS and MDW tables using DataStage 8.5.
- Provided post-production support of previously implemented Data Warehouse tables (OWS and MDW) relating to Financials General Ledger, Accounts Payable, and Accounts Receivable.
- Implemented Data Warehouse tables (OWS and MDW) relating to all expenditures and receipts sourced from PeopleSoft Financials. Implementation included business analysis, development specifications, development, unit testing, and final production validation.
- Implemented Data Warehouse tables relating to Seniority Roster and Benefit Deduction sourced from PeopleSoft HCM and relating to Recruitment sourced from PeopleSoft HCM. These tables were implemented based on their previous implementation in a legacy Warehouse. Implementation included Analysis of legacy implementation, development specifications, unit testing, and final production validation.
- Implemented Data Warehouse tables relating to ESA (Enterprise Service Automation) from PeopleSoft Financials and ELM. Implementation included business analysis, development specs, development, unit testing, production validation scripts, row level security, and post-production support.

Engaged at the City of El Paso, TX, as Technical Developer from 10/13 to 01/14:

- Troubleshoot, fixed, and implemented Custom Workflow related to Budget Transfer Journals.
- Created SQL to identify and correct Pension Administration Payee Types to allow processing/editing online.
- Created SQL to identify New Hires enrolled in Pension Plan not setup in Pension Administration module.

Engaged at the State of Minnesota as EPM Technical Lead from 02/11 to 10/13:

- Performed full lifecycle support of EPM Development Requests.
- Created Oracle Functions and Policies to apply Oracle Fine Grained Access Control (VPD) for row level security to MDW tables.
- Created Materialized Views implementing Fast Refreshes from FMS to EPM, replacing long running ETL Jobs, for large OWS tables.



- Created multiple ETL Jobs (Server and Sequence) to populate OWS and MDW tables using DataStage 8.5.
- Created automated process to create and maintain Oracle Database Users and Roles based on PeopleSoft Operator IDs and Roles.
- Created Views to be accessed by Oracle Database Users (not through PeopleSoft Application).
- Views based on Staging (OWS) and Multi-Dimensional Warehouse (MDW) tables.
- Views replicated Row Level Security based on associated source system (HCM or FMS).
- Views incorporated field level security based on PeopleSoft Roles.
- Assisted in application/testing of Row Level and Field Level security in OBIEE and Materialized Views to be accessed by OBIEE.
- Performed "Workshops" for agency data extract users. Workshops presented an overview of EPM (OWS, OWE & MDW layers), the data extraction strategy, application of the strategy, and assistance in mapping from source systems or legacy warehouse to their required extracts.

Engaged at the State of Oklahoma as Time & Labor Technical Lead from 04/09 to 01/11:

Performed as Time & Labor Technical Lead on the "Core Phase 2" project. The Phase 2 Pre-Go-Live lifecycle included review of the Development request; creation/review of related technical specifications; development and unit testing (including detailed unit testing plans); migration requests, Datamover scripts (relating to Time & Labor Rules) and SQL request for moving projects between environments; support of business process and integration testing. Oklahoma was decentralized with each department setup as their own company (over 200). Phase 2, as related to Time & Labor, was implementing changes to support a move to bi-weekly payroll, applying bi-weekly rules for departments that stay monthly payroll, implementation of commitment accounting and implementation of Project Costing. Some of the complexities were determining overtime for employees with multiple jobs within multiple companies and integration with Project Costing. Multiple development requests for Time & Labor, ranging from interfaces (Time Reporter data, Task Groups, Task Profiles, TCD inbound, Projects, etc.) to Online modifications (implementing BU security on Task Group and Task Profile pages, etc.) to Rules (Schedule generation, Overtime, Project validation, split work weeks, etc.). Development requests included a custom interface from Payroll/Commitment Accounting to Projects that includes fringe and addresses changes to distribution in Payroll (changed from Chartfields passed from Time & Labor). This interface replaced the delivered interface from Time & Labor to Projects and ensures that Payroll, GL & Projects stay synced.

- Led the Time & Labor technical team for Phase 2 of the Implementation. Team consisted of two to four members, including client resources.
- Responsible for five development requests that included items related to conversion, online modifications, customizations, inbound/outbound interfaces, and custom Time & Labor rules.
- Conducted notable conversions for Job Data, Time Reporter Data, Task Profiles, and Budget Tables.
- Created notable custom inbound TCD interface to accept reported data including project related information.
- Created notable custom outbound interface from Actual Distribution tables to Projects, replaced delivered interface from Time & Labor. Custom interface included fringe costs and captured changes to funding overridden in payroll.
- Created notable Time & Labor rules that included multiple rules for calculation of overtime and compensatory time based on state regulations.
- Mentored junior staff and clients on Time & Labor, including Time Administration process.



Ray Songco Reporting Manager

PROFESSIONAL SUMMARY:

- IT MBA with over 30 years of experience crafting Data Center strategies, architecting mission-critical enterprise infrastructures, managing large-scale implementation projects, and formulating technology strategy.
- More than 26 years of Oracle experience; 14 years of which have been within the public sector.
- Experience with Enterprise Resource Planning, Business Intelligence, System Architecture, Infrastructure Planning, Capacity Planning, Disaster Recovery/Business Continuity, Identity Management, and Cloud Computing.

TECHNICAL PROFICIENCY:

ERP Applications:	PeopleSoft 9.2, Oracle Cloud ERP, Oracle Cloud HCM, PBCS, Taleo
ERP Modules:	General Ledger, Accounts Payable, Accounts Receivable, Billing, Budgeting, Purchase Orders, Project Costing, Asset Management, Human Resources, Payroll/ePay, Benefits/eBenefits, Time & Labor/eTime, Supply Chain, Operations Management, Inventory, eStore, Enterprise Performance Management
ERP Tools:	Integration Broker, PeopleCode, Application Engine, PS/nVision, Crystal/Query, SQL/SQR, Enterprise Portal
Languages:	PeopleCode
Databases:	SQL Server, Oracle
Reporting Tools:	PS Query, PS/nVision, Crystal Reports SQR
Operating Systems:	UNIX, HP-AU, AIX, Linux
Other Tools:	PIA Sizing & Configuration, Performance Tuning, Load Testing, Ascential, Borland SilkPerformer, Oracle RAC/ASM, VMWare, Oracle Identity Management, Kronos, Workday, Oracle 12c, Oracle Application Manager, Oracle GoldenGate

CERTIFICATIONS:

- Certified PeopleTools Professional

EDUCATION:

- Master of Business Administration, International Business; Chapman University
- Bachelor of Science, Computer Information Systems/Business Law; California State Polytechnic University

PROFESSIONAL EXPERIENCE:

CherryRoad Technologies Inc.
Principal Consultant
 07/14 to Present

Engaged at City of Boca Raton, FL, as a System Architect/Security Analyst from 02/20 to Present:

- Provided strategic guidance on Security, including application, encryption and SAML SSO.
- Provided approach to Identity Management Integration for provisioning and audit.



Engaged at Charlotte Mecklenburg School District, NC, as a System Architect/Security Analyst from 04/20 to Present:

- Provided strategic guidance on Security, including application, encryption and SAML SSO.
- Provided approach to Identity Management Integration for provisioning and audit.

Engaged at Hawaii Department of Education as a Technical Lead from 5/19 to 5/20:

- Responsible for managing Technical Track including Reports, Interfaces, Conversions, Enhancements, Workflow and Security.
- Managed onshore and offshore technical resources.
- Formulate requirements on Identity Management, covering Provisioning and SAML Single Sign On.

Engaged at Montana Department of Administration as a System Architect from 11/19 to Present:

- Formulate complete analysis of Operations policies and procedures in support of statewide ERP system.
- Develop end-to-end Operational documentation covering Goals and Objectives, Service Level Agreements, NIST Controls, Business Continuity, Change Control and Communications.
- Support implementation of Operational Plan.

Engaged at Kern County School District, CA, as a System Architect/Security Analyst from 11/19 to Present:

- Provided strategic guidance on Security, including application, encryption and SAML SSO.
- Provided approach to Identity Management Integration for provisioning and audit.

Engaged at Montana Department of Transportation as a Technical Lead from 06/19 to 04/20:

- Responsible for managing Infrastructure Track including hardware architecture, environment strategy, network connectivity, and document deliverables.
- Serve as Technical Lead to manage RICEF activities and deliverables.
- Responsible for Load Testing effort and recommend performance tuning tasks.
- Formulate requirements on Identity Management, covering Provisioning and SAML Single Sign On.

Engaged at Wayne County, MI, as a System Architect/Security Analyst from 03/19 to Present:

- Provided strategic guidance on Security, including application, encryption and SAML SSO.
- Provided approach to Identity Management Integration for provisioning and audit.

Engaged at Riverside County, CA, as a System Architect/Security Analyst from 06/19 to 09/20:

- Responsible for managing Infrastructure Track including hosted environments, network connectivity, and document deliverables.
- Provided strategic guidance on system architecture, including front-end defenses, development approach, and operations support.
- Responsible for Load Testing effort and recommend performance tuning tasks.
- Formulate requirements on Identity Management, covering Provisioning and SAML Single Sign On.

Engaged at Arkansas Department of Transportation as a System Architect/Security Analyst from 03/19 to 09/20:

- Responsible for managing conversions and interfaces with Oracle Cloud HCM and ERP.
- Provided strategic guidance on development approach and operations support.
- Configured Security, including application, encryption and SAML SSO.
- Provided approach to Identity Management Integration for provisioning and audit.



Engaged at School District of Philadelphia, PA, as a System Architect/Security Analyst from 02/19 to 08/20:

- Responsible for managing conversions and interfaces with Oracle Cloud HCM and ERP.
- Configured Security, including application, encryption and SAML SSO.
- Provided approach to Identity Management Integration for provisioning and audit.

Engaged at Volusia County School District, FL, as a System Architect/Security Analyst from 04/18 to 08/19:

- Responsible for managing conversions and interfaces with Oracle Cloud HCM and ERP.
- Configured Security, including application, encryption and SAML SSO.
- Provided approach to Identity Management Integration for provisioning and audit.

Engaged at Clark County School District, NV, as a System Architect/Security Analyst from 04/18 to 12/19:

- Responsible for managing Infrastructure Track including hosted environments, network connectivity, and document deliverables.
- Liaison for CherryRoad Managed Services; responsible for operationalization of hosted PeopleSoft systems.
- Manage Load Testing effort and recommend performance tuning tasks.
- Provide strategic guidance on SAML Single Sign On (SSO) alternatives.
- Formulate security strategy for PeopleSoft and Oracle Cloud systems.
- Formulate requirements on Identity Management, covering Provisioning and SAML Single Sign On.

Engaged at State of Hawaii as a System Architect/Security Analyst from 02/18 to 06/18:

- Formulated approaches on network, server and database performance testing and tuning.
- Liaison for CherryRoad Managed Services; responsible for operationalization of hosted PeopleSoft systems.
- Manage Load Testing effort and recommend performance tuning tasks.
- Provided strategic guidance on Identity Management covering SAML Single Sign On (SSO) alternatives.

Engaged at City of Cincinnati, OH, as a System Architect from 07/17 to 08/17:

- Provided system architecture and technical strategy for a PeopleSoft 9.2 HCM Upgrade.
- Performed infrastructure assessment on client's server environment, making recommendations on CPU, memory, storage, bandwidth and switching configuration.
- Formulated approaches on document imaging integration, performance testing and tuning, setup of new failover data center and Disaster Recovery.

Engaged at Clemson University as a System Architect from 10/16 to 11/16:

- Formulated approaches on network, server and database performance testing and tuning.
- Managed Load Testing effort.
- Recommended performance tuning tasks.

Engaged at Sonoma County, CA, as a System Architect from 06/16 to 07/18:

- Provided system architecture and technical strategy for a PeopleSoft 9.2 Financials Upgrade.
- Performed infrastructure assessment on client's server environment, making recommendations on CPU, memory, storage, bandwidth and switching configuration.
- Formulated approaches on document imaging integration, performance testing and tuning, setup of new failover data center and Disaster Recovery.



Engaged at Kern County School District, CA, as a System Architect from 06/16 to 08/16:

- Performed infrastructure assessment on client's server environment, making recommendations on CPU, memory, storage, bandwidth and switching configuration.
- Formulated approaches on document imaging integration, performance testing and tuning, setup of new failover data center and Disaster Recovery.
- Implemented Change Management framework for PUM.

Engaged at State of Indiana as a System Architect from 11/15 to 02/16:

- Managed Load Testing effort.

Engaged at Contra Costa County, CA, as a System Architect/Security Analyst from 06/15 to 09/18:

- Provided system architecture and technical strategy for a PeopleSoft 9.2 HCM Upgrade.
- Liaison for CherryRoad Managed Services; responsible for operationalization of hosted PeopleSoft systems.
- Formulated TCO and migration plan to transition from on-premise to Private Cloud environment.
- Performed infrastructure assessment on client's server environment, making recommendations on CPU, memory, storage, bandwidth and switching configuration.
- Formulated security configuration, including network connectivity, application authentication, roles and permissions, automated provisioning, and external self-service.

Engaged at Milton Hershey Public School as a System Architect from 06/15 to 01/16:

- Provided system architecture and technical strategy for a PeopleSoft 9.2 Financials, HCM, and BIA implementation.
- Performed infrastructure assessment on client's server environment, making recommendations on CPU, memory, storage, bandwidth and switching configuration.
- Formulated approaches on document imaging integration, performance testing and tuning, setup of new failover data center and Disaster Recovery.
- Managed Load Testing effort.

Engaged at City of Cambridge, MA, as a System Architect from 05/15 to 01/16:

- Provided system architecture and technical strategy for a PeopleSoft 9.2 Financials and HCM Upgrade.
- Performed infrastructure assessment on client's server environment, making recommendations on CPU, memory, storage, bandwidth and switching configuration.
- Formulated approaches on document imaging integration, performance testing and tuning, setup of new failover data center and Disaster Recovery.
- Managed Load Testing effort.

Engaged at Empire State Development as a System Architect from 08/14 to 12/14:

- Provided system architecture and technical strategy for a PeopleSoft 9.2 Financials Upgrade.
- Performed infrastructure assessment on client's server environment, making recommendations on CPU, memory, storage, bandwidth and switching configuration.
- Formulated approaches on document imaging integration, performance testing and tuning, setup of new failover data center and Disaster Recovery.

Engaged at City of Seattle, WA, as a System Architect from 07/14 to 04/18:

- Provided system architecture and technical strategy for a PeopleSoft 9.2 Financials Upgrade.
- Liaison for CherryRoad Managed Services; responsible for operationalization of hosted PeopleSoft systems.
- Performed infrastructure assessment on client's server environment, making recommendations on CPU, memory, storage, bandwidth and switching configuration.



- Formulated approaches on document imaging integration, performance testing and tuning, setup of new failover data center and Disaster Recovery.
- Formulated requirements around data replication, growth management, and change management.
- Configured Oracle Application Manager cloud service.
- Managed Load Testing effort.

Engaged at State of Georgia as a System Architect from 07/14 to 08/15:

- Configured Single Sign On (SSO) solution for PeopleSoft and Oracle WebCenter.
- Performed troubleshooting on network architecture.

Engaged at University of Texas – Dallas as a System Architect from 11/14 to 01/15:

- Managed Load Testing and subsequent performance tuning efforts.

Engaged at San Diego County Office of Education, CA, as System Architect from 04/14 to 01/15:

- Performed online and batch Load Testing on hosted infrastructure to verify SLA performance metrics.

State of Minnesota

System Architect

01/11 to 04/11

- Provided system architecture and technical strategy for a PeopleSoft 9.1 Implementation.
- Crafted Disaster Recovery and Business Continuity framework for all state agencies.

Ramsey County, MN

System Architect

05/10 to 04/11

- Provided system architecture and technical strategy for a PeopleSoft 9.1 Financials Upgrade.
- Performed infrastructure assessment on client's server environment, making recommendations on CPU, memory, storage, bandwidth and switching configuration.
- Provided upgrade strategy on instance management, customizations retrofit approach, change control, performance monitoring and technical standards.
- Formulated approaches on document imaging integration, performance testing and tuning, setup of new failover data center and Disaster Recovery.
- Managed Load Testing effort.

New Jersey Turnpike Authority

Project Manager

05/09 to 02/10

- Provided system architecture and technical strategy for a HP to IBM platform migration and PeopleTools upgrade.
- Formulated migration approach, including environment strategy, database, and home directory migration, incorporation of tools upgrade, regression testing, and production cutover.
- Incorporated Disaster Recovery transition and testing into process, including content switching, database replication, SAN replication, and switchover process.



Insert: Attachment 5 Subcontractor Resumes

Graviton Consulting	
Program Manager	Greg Catanzano
Integration Manager	Sirosh Sridharan
Functional Lead (Phase 2)	Richard Welborn
Pacxa	
Communications/Org Change Manager	Sherilyn Kimura



Greg Catanzano

EXECUTIVE SUMMARY

Greg has over 25 years of experience as a systems integrator including more than 20 years of experience implementing PeopleSoft FSCM, and HCM. Greg has served as engagement manager on multiple Oracle EPM, Oracle Fusion Cloud, and Oracle PeopleSoft Application implementations for state and local government customers. Greg's expertise lies in project management and contract management. Greg has led both large and small implementation and upgrade projects, serving in both project manager and program manager roles. Greg has extensive experience building project teams, serving in project governance roles, and managing client relationships.

WORK EXPERIENCE

Graviton Consulting Inc.

State of Hawaii

Program Manager

August 2020 - Present

- The second stint with the State of Hawaii, the project includes the hosting and statewide implementation of Oracle's PeopleSoft HCM 9.2 product suite including the Phase 2 implementation of Time and Leave:
- Led the development of the Phase 2 implementation plan, defining the project scope, implementation approach, project timeline, staffing model, and budget considerations.
- Participates in the statewide executive governance committee directing the project efforts, and servicing as escalation point for project issues.
- Worked with State of Hawaii appointed officials to address project changes and communicate with key stakeholders across the State.
- Responsible for the management of all project deliverables including functional business, technical development, infrastructure hosting, and organizational change management deliverables.

CherryRoad Technologies Inc.

Vice President, Consulting Services

July 1996 - July 2020

Montana Department of Transportation

Project Executive

September 2019 - July 2020

- The project was an implementation of PeopleSoft Finance v9.2 and HCM v9.2 to meet MDT Federal Highway Billing objectives
- Led the development of the implementation plan including the project scope, timeline, and staffing plans.
- Assembled and managed a team of CherryRoad Consultants to deliver the services required to complete the project.
- Developed the implementation approach including the work breakdown structure, deliverable definitions, project management plan and project schedule.
- Served as an escalation point for project issues and partnered with MDT executive management to address schedule, project management and resource management challenges.



Clark County School District

Project Executive

February 2018 to July 2020

- The project was an enterprise implementation of PeopleSoft HCM v9.2, Hyperion PBCS, and Taleo for the fifth largest school district in the United States.
- Led the development of the implementation plan including the project scope, timeline, and staffing plans.
- Assembled and managed a team of CherryRoad consultants to deliver the services required to complete the project.
- Developed the implementation approach including the work breakdown structure, deliverable definitions, project management plan and project schedule.
- Served as an escalation point for project issues and partnered with District executive management to address schedule, project management, and resource management challenges.

Harris County, TX

Program Manager

April 2017 to July 2020

- The project was a multi-phase deployment of PeopleSoft Financials and HCM v9.2 for the third most populous county in the United States
- Led the development of the implementation plan including the project scope, timeline, and staffing plans.
- Assembled and managed a team of CherryRoad consultants to deliver the services required to complete the project
- Developed the implementation approach including the work breakdown structure, deliverable definitions, project management plan and project schedule.
- Served as an escalation point for project issues and partnered with County executive management to address schedule, project management, organizational change management, and resource management challenges.

State of Hawaii

Program Manager

November 2016 to July 2020

- The project includes the hosting and statewide implementation of Oracle's PeopleSoft HCM 9.2 product suite. The multi-phase implementation approach includes the Phase 1 implementation of PeopleSoft HR/Payroll:
- Led the development of the Phase 1 implementation plan, defining the project scope, implementation approach, project timeline, staffing model, and budget considerations.
- Participated in the statewide executive governance committee directing the project efforts, and servicing as escalation point for project issues.
- Worked with State of Hawaii appointed officials to address project changes and communicate with key stakeholders across the State.
- Responsible for the management of all project deliverables including functional business, technical development, infrastructure hosting, and organizational change management deliverables.



State of New Mexico

Program Manager

June 2016 to July 2017

- The project at the State of New Mexico was an Upgrade of Oracle's PeopleSoft HCM 9.2 product suite with extensive remediation of customizations and business process issues:
- Replaced previous Program Manager and was tasked by State executive leadership with resolving resource and scheduling issue
- At the State's request, directed CherryRoad team members to follow an Agile-based implementation methodology
- Prepared for and participated in FHWA (Federal Highway Administration) audit meetings for the purposes of certifying the system readiness for FHWA billing
- Implemented resources and schedule changed to remediate project issues and ultimately have the project meet the implementation timeline and budget goals

City of Seattle, WA

Program Manager

March 2014 - June 2018

- The project includes the hosting and implementation of Oracle's PeopleSoft Financials product suite. The project team successfully deployed the solution across all City departments. The project team followed a multi-phase implementation approach where system functionality was over an extended stabilization period.
- PeopleSoft v9.2
- Led the development of the implementation plan including the development of the work breakdown structure, implementation phasing, and project team organization.
- Created the deliverable definitions, acceptance criteria, and roles and responsibilities for all implementation areas including project management, functional, technical, infrastructure, and organizational change management.
- Responsible for developing the project schedule, project scope documents, test plans, and deployment plans.
- Served as an escalation point for project issues and coordinated implementation activities with the CherryRoad managed services (hosting) team.

State of California, Fi\$Cal, CA

Program Manager

September 2013 - January 2018

- The Financial Information System for California consisted of two projects: EPM Budgeting Hyperion Support and Legacy Data Conversion and Interface Services for Oracle PeopleSoft v9.1:
- Led the development of the implementation plan for the legacy data conversion and interface effort, to meet the State's scope, schedule, and staffing requirements.
- Collaborated with State of California project executives to redefine and extend CherryRoad's responsibilities on the project.
- Served as escalation point for project issues and partnered with State project management to address resource issues and schedule changes.



San Diego County Office of Education, CA

Program Manager

February 2013 - January 2018

- The project at SDCOE included the hosting and implementation of multiple Oracle product suites including PeopleSoft Financials and HCM 9.2 and Hyperion Public Sector Budgeting. The project team deployed the solution across more than fifty school districts across the county and implemented as well as centralized processing, reporting, and audit for the County. The project team following an implementation approach where system functionality was deployed in multiple phases having districts brought onto the system in deployment groups.
- PeopleSoft v9.2
- Led client and consultant resources in the development of the phased implementation strategy for functionality and district deployments.
- Ensured the successful management and coordination of project tasks and resources. This included project management, organizational readiness, functional analysis, development, training, and infrastructure activities.
- Responsible for developing project management deliverables including project plans, project scope documents, test plans, deployment plans, and organizational readiness documents.
- Served as an escalation point for project issues and coordinated implementation activities with the CherryRoad managed services (hosting) team.
- Implemented project reporting standards and metric based status reporting.

State of Minnesota

Program Manager

October 2010 - January 2013

- Due to a company acquisition, this state government project was acquired mid-stream. At the time, it was tracking significantly behind schedule. After appropriate actions were taken, the project was able to Go-Live on the scheduled target date. The project consisted of replacing financial and procurement back office systems by implementing PeopleSoft Financials, EPM, and OBIEE.
- PeopleSoft v9.1
- Ensured the successful management and coordination of key project teams, resources, and development activities for the client. This included Lifecycle Planning, Project Management, Change Management, Risk Management and Knowledge Management activities.
- Managed project scope, testing and post-production support strategies and coordinated all implementation, training, quality assurance, testing and post-production support efforts.
- Assisted the client in making strategic decisions such as how to control the implemented system's feature set, determining what functionality can be implemented in successfully refined stages, resolving project issues, and initiating risk mitigation alternatives.
- Served as an escalation point for quality control and resource staffing issues.
- Instituted metric-based performance indicator trending and status reporting.

Hennepin County, MN

Project Director

July 2008 - September 2010

- Managed a team of 30+ for a v9.0 PeopleSoft Financials and portal implementation for the largest county in Minnesota. Additionally, remained on project to assist with post-production support, rollouts of additional functionality and project close.
- PeopleSoft v9.0



- Managed all resources through successful deployment of all modules and functionality.
- Developed project plans, including estimates, work breakdown structure and schedules.
- Tracked progress and maintained plans to meet objectives within defined time and budget.
- Coordinated and directed project team resources.
- Identified project constraints, issues, and risks.
- Received and challenged core business process designs and programs.
- Contributed to the development of the project integrated plan, including scope, overall resource planning, and timing.
- Developed implementation strategies based on the client's business requirements and prepared project status reports and updates.
- Managed all aspects of the client relationship including the identification and resolution of all change management issues.
- Managed the development of testing and training strategies based on the client's requirements and coordinated all design, testing, training, and deployment efforts.

The City of Raleigh, NC

Project Director

June 2008 - September 2010

- Replaced back office systems by implementing PeopleSoft Portal, Financials, HCM and EPM v9.0 and Oracle CC&B v2.2, for one of the fastest growing US cities in the southeast.
- PeopleSoft v9.0
- Prioritized the project initiatives and assessed project dependencies for resources, infrastructure availability, and system integration requirements.
- Ensured the successful management and coordination of key project teams, resources, and development activities for the client. This included Lifecycle Planning, Project Management, Change Management, Risk Management and Knowledge Management activities.
- Conducted a detailed scope assessment for each project initiative and managed project scope adherence.
- Managed project scope, testing and post-production support strategies and coordinated all implementation, training, quality assurance, testing and post-production support efforts.
- Assisted the client in making strategic decisions such as how to control the implemented system's feature set, determining what functionality can be implemented in successfully refined stages, resolving project issues, and initiating risk mitigation alternatives.
- Developed and deployed a framework of documentation and the facilities to organize, store and retrieve project-related information.
- Served as an escalation point for quality control and resource staffing issues.
- Implemented project-level and consolidated cost analyses throughout the project life cycle providing evaluation and management of project costs and adherence to budget.

The City of Sacramento, CA

Project Director

November 2006 - June 2008

- Replaced back office systems by implementing PeopleSoft Portal, Financials, and HCM modules for a large municipal government.
- PeopleSoft Financials 8.9, HCM 8.9
- Managed all aspects of the project including, but not limited to, requirements analysis, design, configuration, conversion and interface development, training, testing and deployment.
- Maintained project budget and resource allocation.



- Effectively interacted with all levels of client project team ranging from employees representing the end user community up through the executive levels of the organization.
- Managed and coordinated UPK training planning and creation of training materials.
- Coordinated all project related activities including, but not limited to, status meetings, impact analysis meetings, customization review, training approach and documentation, testing approach and revision of test scripts, issue documentation and resolution and issue resolution migrations from development databases to test databases.
- Led efforts to redesign and refine new and existing business processes.

Other Experience:

Various Clients (over 30)

Managing Director – PeopleSoft

- Responsible for management of more than 200 PeopleSoft Consultants in the delivery of various PeopleSoft ERP projects over a ten-year period.
- Responsible for the successful delivery of over 30 client ERP projects.

EDUCATION & PROFESSIONAL DEVELOPMENT

Education:

- Bachelor of Arts in Liberal Arts, Williams College

Certifications and Trainings:

- PeopleSoft Certified Financials Consultant, JD Edwards



Sirosh Sridharan

SUMMARY

ERP specialist with over 23 years of experience in delivering efficiencies and value across Finance and HCM operations. Proven track record of successfully implementing Oracle's PeopleSoft and Fusion ERP Cloud application suite across various Public and Private sectors and industry verticals. Experience spans multiple full lifecycle implementations, Application and Technology upgrades, complex data conversions, integration with 3rd party systems and services. Experience working in complex environments with more than 200 business units, several product lines and modules, several third-party and external applications, complex business processes, several thousand concurrent users and millions of transactions each day. Expertise in Business Analysis, Business Process Re-engineering, Project Execution, Process Optimization, seamless integration across best-of-breed applications, Regulatory compliance, Technology initiatives and Financial Analysis etc. Superior technical and software development skills and excellent in-depth knowledge of PeopleSoft technology.

WORK EXPERIENCE

Mariposa County | Oracle ERP and EPM Cloud Implementation

Functional Lead

March 2020 – Present

- Functional Lead for Implementation of Oracle ERP and EPM Cloud modules
- Functional Lead for Implementation of Maintenance Management module of Oracle SCM Cloud
- Functional Lead for Chart of Account Redesign effort
- Lead for extraction and conversion of data from County's legacy HTE application

County of San Joaquin | FSCM 9.2 Upgrade/FSCM Business Process Analysis

Functional Lead

October 2016 – Present

- Functional Lead for Upgrade of FSCM modules to v9.2
- Conducted System Integration Testing and facilitated User Acceptance Testing
- Implementation of Project Costing module
- Implementation of new 9.2 features and functionality

University of Pittsburgh Medical Center | FSCM 9.2 Upgrade

Functional Lead

June 2015 – Present

- Functional Lead for Upgrade of FSCM modules General Ledger (including Consolidation and Equitization), Project Costing and Asset Management from 9.0 to 9.2
- Implemented new functionality such as Leased Asset functionality, ChartField Request, Approval Framework, Search Framework, Project Interest Calculation and Accounting, Combination Editing by Source, Pivot Grids, WorkCenters, and Dashboards.

State of Vermont | Project Costing

Project Management and Grants Consultant

January 2015 – June 2015



- Conducted Interview sessions across key agencies of the state government to document their current business processes around Project Management, Resource Management, Project Costing, Grants and Project Asset Capitalization.

Central Washington University | Implementation of FSCM 9.2

Commitment Control Functional Consultant

December 2014 – January 2015

- Evaluate University's implementation of FSCM 9.2 Commitment Control module. R
- Recommend, design and make necessary configuration changes to address issues and to optimize module for improved flexibility, accountability, and transparency.

County of Hennepin | FSCM Upgrade 9.0 to 9.2

Functional Lead

February 2014 – December 2014

Functional Lead for Upgrade of FSCM modules General Ledger, Commitment Control, Project Costing, Expenses, Grants and Contracts from 9.0 to 9.2

City of Kansas | PeopleSoft FSCM 9.1 Upgrade

Functional Lead

July 2013 – February 2014

Functional Lead for Upgrade of Finance modules General Ledger, Commitment Control, Project Costing, Asset management, Grants, Expenses and Cash Management from 8.9 to 9.1

Kaiser Permanente | GL, AM Management

PeopleSoft FSCM Techno-Functional Consultant

April 2007 – July 2013

- General Ledger Implementation
- Asset Management Implementation
- Project Costing and Commitment Control Implementation
- Real Estate Management Implementation
- Production Support for Cash Management and Financial Gateway

Charles Schwab | HR multi-tier Upgrade

Project Manager

August 2006 – April 2007

- Successfully managed a challenging multi-tier upgrade of the HR application portfolio
- PeopleSoft HRMS, Payroll for NA, Benefits Administration and other modules from version 8.3 to 8.9 MP6.
- Migration from Sun Solaris 5.8 servers to Red Hat Linux 4.0 servers; Database upgrade from Oracle 9i to Oracle 10g.

NBC Universal | PeopleSoft HCM 8.9 upgrade

PeopleSoft Upgrade Lead

January 2006 – April 2006

- Conducted Functional and Technical Fit/Gap analysis of Payroll for NA, Human Resources, and Absence Management and Self Service modules for upgrade of PeopleSoft HRMS system from version 7.51 to 8.9.



Owens Corning | NA payroll & SAP Management

Project Manager

March 2005 – January 2006

- Efficiently managed support and maintenance of Payroll for NA, Benefits Administration, Self Service and custom modules of PeopleSoft HRMS 8.3, and accounting interfaces into General Ledger module of SAP FI.

EDUCATION & PROFESSIONAL DEVELOPMENT

Education:

- **University of Mumbai, India**
Bachelor of Science, Computer Science

Certifications:

- Oracle Financials Cloud Certified Implementation Specialist
- PeopleSoft Certified Financials Consultant
- PeopleSoft Certified PeopleTools Consultant
- PeopleSoft Certified HCM Consultant
- Sun Certified Java Programmer



Richard Welborn

EXECUTIVE SUMMARY

Richard has over 20 years of experience in business, accounting, software, and financial information systems. He has project management, implementation and upgrade experience from design and development through post implementation support including end-user training. His primary expertise (both functional and technical) is in Hyperion Planning (versions 11) and PeopleSoft EPM Planning and Budgeting. In addition to Planning, he has experience in PeopleSoft Financials and PeopleSoft Human Capital Management. Richard also has technical expertise in Essbase, Hyperion SmartView, Hyperion Financial Reporting, Hyperion FDMEE, Ascential DataStage, Crystal Reports, Business Objects, nVision, PeopleSoft Query, PeopleCode/Application Engine, and warehouse design. Many of his roles have been a cross between functional and technical leads. His experience includes work with international companies across the following industries: insurance, financial services, transportation, government, and construction.

WORK EXPERIENCE

Mariposa County, Mariposa, CA | Oracle Enterprise Planning and Budgeting Cloud (EPBCS)

PBCS Implementation Lead

July 2020 – Present

- Implementation of EPBCS Line Item and Workforce planning with integration of AS400 (Phase 2 will include integration of Cloud ERP and Cloud HCM)
- Perform the requirements and fit/gap analysis to convert the current AS400 systems to EPBCS.
- Designs Dimension and Hierarchy structures for Department, Fund, Program and Account.
- Designs and creates custom line item planning forms based on specific requirements.
- Designs and creates custom Balanced Transfer forms and calculation manager rules.
- Implements delivered Workforce Planning.
- Designs and build reports using Financial Studio Reporting for line-item, workforce, and balanced transfer budgeting.
- Creates test scrips and performs unit and integration testing.
- Creates training materials for end user training and trains the users.
- Created training documentation for LMS (Learning Management System)

San Joaquin County, Stockton, CA | Oracle Enterprise Planning and Budgeting Cloud (EPBCS)

PBCS Implementation Lead

September 2018 – Present

- Implementation of EPBCS Line Item and Workforce planning with integration of PeopleSoft Financials and PeopleSoft Human Capital Management (HCM).
- Perform the requirements and fit/gap analysis to convert the current Excel and Access based systems to EPBCS.
- Integrates EPBCS with PeopleSoft Financials and HCM using EPM Automate.
- Designs Dimension and Hierarchy structures for Department, Fund and Account.
- Designs and creates custom line item planning forms based on specific requirements.
- Designs and creates custom fixed asset forms and calculation manager rules which allows detail fixed asset information to be entered and then summarized in the line item budget cube.



- Implements delivered Workforce Planning and customized data retrieval process using data from PeopleSoft HCM.
- Designs and build reports using Financial Studio Reporting for line-item, workforce, and fixed asset budgeting.
- Creates test scrips and performs unit and integration testing.
- Creates training materials for end user training and trains the users.

Maricopa Community Colleges, Tempe, AZ | Essbase Planning Application to Hyperion Public Sector Planning 11.1.2.4

Hyperion Implementation Lead

February 2017 – Present

- Conversion of Fully Customized Essbase Planning Application to Hyperion Public Sector Planning 11.1.2.4 with integration of PeopleSoft Financials and PeopleSoft HCM.
- Performed the requirements and fit/gap analyses to convert the current Essbase Planning application to Hyperion Public Sector Planning and Budgeting.
- Created technical design for integration with PeopleSoft FMS using FDMEE. This was used to extract historical actual and budget data as well as the creation of the original budget journals for commitment control.
- Designed Dimension and Hierarchy structures.
- Designed and created custom line item planning forms based on specific requirements.
- Created custom bolt on business rules for calculation of line-item budgets based on HCM statistics; Pushing of data from HCP (position) to line-item, and Pushing of data from line-item and HCP cubes to reporting cube.
- Designed and built reports using Financial Studio Reporting for line-item, position, combined line-item/reporting, and final budget presentation.
- Created test scripts and performed unit and integration testing.
- Created training materials for end user training and trained the users.

City of Sacramento, Sacramento, CA | Hyperion Public Sector Planning 11.1.2.3 to 11.1.2.4

Hyperion Upgrade Lead

January 2015 – Present

- Creating a more detailed HCP plan to further breakdown the HCP budget into programs separate from the Adopted budget but within the same budgeting application.
- Created a custom application to track year over year FTE changes and audit of PeopleSoft HRMS source data.
- Added in Performance Measures with associated reporting to the annual budget application.
- Created additional activities to further separate the budget into more detail for additional analysis.
- Updated all reports to include new activities.
- Created custom business rules for FTE reporting.
- Added an ASO cube for additional reporting capabilities.
- Upgraded applications to new versions and then applied all patches to bring up to date as of December 2016.



Owens and Minor, Richmond, VA

Hyperion Profitability and Cost Management Lead

October 2014 – March 2015

- Designed the data extraction from various source warehouses and source systems for import into Essbase.
- Designed Dimension and Hierarchy structures for both the BSO calculation cube and ASO reporting cube.
- Designed and configured the 2 stage allocation process.
- Designed and implemented a system to import the driver selections and assignments configuration for 32,000 assignments.
- Tuned essbase to reduce the calculation process from 12 hours to 1 hour 30 minutes.
- Create custom extract calculation script for import into the warehouse.
- Worked with the OBIEE report developer on custom reports.
- Created training materials for end user training and trained the users.

City of Sacramento, Sacramento, CA

Graviton Consulting Lead

October 2014 – March 2015

- Created and Presented pilot applications for PeopleSoft EPM 9.1 and Hyperion Public Sector Planning 11.1.2.2.
- Performed the requirements and fit/gap analyses to best utilize the new functionality of Hyperion.
- Created data scripts to extract both Financial and HCM data from PeopleSoft Financials and HCM 9.1 respectively and load script using Hyperion OutlineLoad utility.
- Designed Dimension and Hierarchy structures.
- Designed both Classic and Decision Based planning applications; however, Classic Application was the choice for implementation.
- Created custom business rules for mass updates of position reorganization, excluding positions, and position movement and for data extraction from the cube to the relational database.
- Designed and created custom line item planning forms based on City specific requirements.
- Implemented FDMEE write back process for integration with PeopleSoft Financials 9.1 commitment control in order to create the original budget journal entries.
- Created test scripts and performed unit and integration testing.
- Created training materials for end user training and trained the users.
- Designed and built multiple reports using a combination of Web Forms, SmartView, Web Analysis, and Financial Reporting including the final budget book schedules.

City University of New York, NY

Oracle Lead

February 2011 – August 2012

- Presented overall project progress to Senior Management and the Business Stakeholders.
- Populated the data warehouse using delivered, modified, and custom Ascential ETL's with both financial and HCM data for use in the budget model and campus and financial data marts.
- Performed the requirements and fit/gap analyses.
- Configured and tested designed models
- Created test scripts and performed unit and integration testing.



- Designed and built multiple reports using PeopleSoft Query and nVision.
- Development of a custom bank statement file reformat process in order to use the delivered bank statement import process.

City of Sacramento, Sacramento, CA

Lead

November 2009 – September 2012

- Consolidated previously created reporting views to make reporting easier and more efficient.
- Redesigned Crystal budget reports to new specifications.
- Created additional custom ETL's and web pages for Position budgeting activity.
- Analyzed, diagrammed, tested and implemented HCM commitment control for automatic import of position budget information into HCM.
- Worked with the budget office to re-design their FY11 and prepare for the FY12 budget models.
- Supported the budget office (including knowledge transfer) during the FY11 budget season.
- Created new reports for the Approved Budget Book based on new specifications.

City of Raleigh, Raleigh, NC

Lead

July 2009 – November 2009

- Utilized MS Project for plan preparation and project management.
- Presented overall project progress to Senior Management and the Business Stakeholders.
- Worked with the IT department to set general financial warehousing standards to allow growth beyond PeopleSoft Planning and Budgeting.
- Installed and Configured Ascential ETL on a UNIX platform.
- Populated the data warehouse using delivered, modified, and custom Ascential ETL's with both financial and HCM data for use in the budget model.
- Performed the requirements and fit/gap analyses.
- Configured and tested designed models.
- Created test scripts and performed unit and integration testing.
- Created User Guides and provided training to super and end user groups.
- Designed and built the reporting solution using a combination of Crystal Reports, nVision, and PeopleSoft Query which resulted in analysis and financial reports for the City Council.

City of Sacramento, Sacramento, CA

Lead

May 2008 – July 2009

- Utilized MS Project for plan preparation and project management.
- Created the project and application design standards.
- Presented overall project progress to Senior Management and the Business Stakeholders.
- Worked with the IT department to set general financial warehousing standards to allow growth beyond PeopleSoft Planning and Budgeting.
- Installed and Configured Ascential ETL on Windows.
- Populated the data warehouse using delivered, modified, and custom Ascential ETL's.
- Performed the requirements and fit/gap analyses.
- Configured and tested designed models.



- Created test scripts and performed unit and integration testing.
- Created User Guides and provided training to super and end user groups.
- Designed and built the reporting solution using a combination of Crystal Reports, nVision, and PeopleSoft Query which resulted in analysis and financial reports for the City Council.
- Created a customized process (two add-on Application Engines) to allow HR data to be manipulated for Position Budgeting without customizing delivered objects.
- Migrated configurations from Development to Test to Production environments.

Countrywide Financial, Agoura Hills, CA

Team Lead

2005 – January 2008

- Presented functional comparisons of PeopleSoft Budgeting 8.8 and PeopleSoft Budgeting 8.9 to Senior Management to aide in the version selected to be implemented.
- Established and mentored 4 project teams across multiple organizational areas.
- Utilized MS Project for plan preparation and project management for several operational areas.
- Presented overall project progress to Senior Management and the Business Stakeholders.
- Worked with the IT department to set general financial warehousing standards.
- Worked with team leads and IT to populate the data warehouse with various external historical data applications for use with the budgeting application and Business Objects reporting requirements.
- Worked with Design team on a custom Data Mart for use in Actuals vs Budget reporting including identifying both Fact and Dimension structures.
- Created the project and application design standards.
- Member of the Design Review committee validating that other teams and application configurations were within design guidelines.
- Performed the fit/gap, implementation, and training for several production revenue divisions.

PeopleSoft, Inc., Pleasanton, CA

Seed Team Consultant

2005

- Develop implementation standards using new versions of applications based on standard base requirements.
- Full life-cycle testing working with developers on issue resolution.
- Presented new features to the PeopleSoft EPM consultants community..
- Created implementation strategy and documents for use during client implementations.
- Work with developers in testing ETL's and data flow from ODS to the MDW database layers.
- Provide guidance to consultants on implementing Budgeting, ABM, Global Consolidations, Financial Warehouse data marts(specifically the GL and Profitability Mart).

PeopleSoft/Aquila, Kansas City, KS

Consultant

2005

- Met with all the various budget groups to document individual requirements.
- Presented comparison of PeopleSoft Budgeting versions 8.8 and 8.9 based on client requirements.



- Recommended PeopleSoft Budgeting version 8.9 to senior management for future implementation.
- Re-engineered many current processes to better streamline the budgeting process flow.

Defense Intelligence Agency, Washington, DC

PeopleSoft Consultant

June 2004 – June 2005

- 100% customization of Ascential Extract, Transform, and Load data maps. Created ETL maps to load data from various external legacy data sources into the PeopleSoft EPM financial warehouse.
- Performed the detailed fit/gap analysis and presented results to Senior Management.
- Implemented a prototype for proof of concept in a Non-SCI cleared environment and then migrated the proof of concept model to the SCI production environment.
- Created the design specifications and programmed customer specific customizations.
- Developed 6 management reports using Crystal Reports.
- Trained Business Objects reporting team on the structure of the PeopleSoft Business Planning and EPM warehouse structures.

International Monetary Fund, Washington, DC

PeopleSoft Consultant

September 2002 – June 2004

- Managed and implemented a prototype implementation for proof of concept and presented to Senior Management.
- Migrated the proof of concept model to production using Budgeting 8.3.
- After a successful 2004 budget season, upgraded to Budgeting 8.8 for the 2005 budget season.
- Created and managed the 3-phase project plan.
- Performed the detailed fit/gap analysis, created the design specifications, and implemented the design.
- Created a custom user interface to allow for transformation of detail GL account lines to summary budgeting account lines based on complex chartfield logic.
- Modified Informatica ETL maps for use with a commitment control ledger.
- Trained and supported users.
- Created reports using Crystal Reports and nVision for management.

Compania Segurncia Tuberaou, Vitoria, Brazil

PeopleSoft Consultant

July 2002 – September 2002

- Created and managed the Budgeting project plan and merged with project plans for the General Ledger, Asset Management, Activity Based Costing and Enterprise Scorecard implementations.
- Performed the detailed fit/gap analysis; created the design specifications, and development of a prototype budget model.
- Provided training and implementation standards for the production model to be implemented in January 2003 including Asset Budgeting.
- Worked with other team members on implementation of GL, ABM, Scorecard, and general warehouse implementations insuring that each area worked in synch with each other.



Watkins Motor Lines, Lakeland, FL

PeopleSoft Consultant

March 2002 – July 2002

- Participated in the initial IPSW to define project objectives, scope and project risks.
- Performed the detailed fit/gap analysis.
- Created the design specifications and project plan including Budget Trees, Budget Parameters and Model setup.
- Developed a prototype model for proof of concept, tested and implemented the designed system.

ING, Atlanta, GA

PeopleSoft Consultant

May 2001 – December 2001

- Created both delta 8 and implementation manuals for General Ledger, nVision, Query and Budgets 8.
- Developed a training database to track, schedule and evaluate the training of 2000+ employees and 5 additional trainers located in multiple locations.
- Trained end users in delta 8 changes for General Ledger, nVision, Query and the custom PeopleTools 8 disbursement application.

Federal Express, Miami, FL

Senior Financial Systems Analyst

January 1998 – February 2001

- Worked with a large team of consultants to implement General Ledger, Accounts Payable, and Asset Management in 8 Central and South American countries.
- Developed training material and trained users in Argentina, Brazil, Chile, Mexico, and Venezuela.
- Developed both central and localized nVision reports.
- Created a custom Active Server Pages web front end for use with PeopleSoft Payables 7.5 allowing users in 36 Caribbean islands to enter invoices for centralized check processing.

RACAL Datacom, Sunrise, FL

Senior Financial Systems Analyst

April 1992 – December 1997

- Implemented Activity Based Costing. Lead workshops with all departments identifying processes, assigning KPI's, and reporting.
- Test various software solutions and present findings to management which allowed for decisions to be made on direction of the IT department.
- Worked with Monarch to strip data from existing reports and integrate with Cognos reporting.

Westchester Homes, Grapevine, TX

Controller

June 1985 – November 1991

- Created all monthly financial reports using the various software programs. This included Balance Sheet, Income Statement, Cash Flow, Profit Analysis, and closing schedules.



- Negotiate with Banks on Interim Loan Financing.
- Developed a database to automatically create end of month journal entries which integrated with the TOM homebuilding software solution for month end closing.
- Monthly reconciliation of various accounts.
- Migrated the staff into a windows environment..

EDUCATION & PROFESSIONAL DEVELOPMENT

Education:

- **University of Texas**
Bachelor of Science in Business Management, Accounting

SHERILYN M. (FUKUJI) KIMURA

SENIOR PROJECT MANAGER

PROFESSIONAL PROFILE

Ms. Sherilyn M. (Fukuji) Kimura specializes in Insurance, Education, State and Local Government and Non-profit industries. Her areas of expertise include project management, program management, business process analysis and re-design, organizational change management, vendor management, system requirements gathering, facilitation, strategic planning, policies and procedures development, vendor evaluation and selection, system analysis, design, testing and implementation. Sherilyn is a Certified Project Manager (PMP) and received a Change Leadership Certificate in 2014 from Cornell University.

PROFESSIONAL EXPERIENCE

Project Management Experience

- Project Manager for the implementation of a Website Modernization Project for the Department of Human Services. Responsibilities include project oversight, organizational change management activities, subcontractor management and work closely with the project coordinator.
- Project Manager for the implementation of a policy administration system for Individual Life and Group Life products and Illustration system for Pacific Guardian Life. Responsibilities included vendor management, weekly status reporting, organizational change management and monitoring overall project progress. Coordinated the review of requirements and design documents with Subject Matter Experts (SMEs). Ensured proper testing completed prior promoting from staging environments to production environment. Worked closely with the IT department and the integrators to ensure the successful system implementations.
- Project Manager for the implementation of PeopleSoft Enterprise Learning Management (ELM) application for Queens Health Systems. Responsibilities included the selection of the integration consultant which involved Request for Proposal (RFP) development and issuance, researched possible vendors, developed the selection matrix, conducted interviews and reference calls. Facilitated weekly project team meetings and technical team meetings. Prepared weekly status reports and executive reports as needed. Managed the overall project plan in conjunction with the integration consultant.
- Project Manager for the implementation of PeopleSoft ePerformance for Queens Health Systems. Worked with the Human Resources department to select the integration consultant preparing the Request for Proposal (RFP), oversaw the entire selection process, facilitated the development of the selection matrix, developed interview questions, and conducted interviews and reference calls. Facilitated weekly project team meetings and technical team meetings. Prepared weekly status reports and executive reports as needed. Managed the overall project plan in conjunction with the integration consultant.
- Technical Manager/Lead for the ERP project for Queens Health Systems until a permanent in-house technical manager was hired. Responsible for weekly status reporting, monitoring technical work stream, and worked with the integrator's technical lead in planning for the initial phase of the project. Assisted in the Request for Quote (RFQ) development for Hosted and Managed Services. Facilitated the on-site visits, reference calls, and question gathering

SHERILYN KIMURA CONTINUED

SENIOR PROJECT MANAGER

and responses. Assisted in the hiring of the internal technical staff for the project. Developed a transition plan for the newly hired Technical Manager.

- Program Manager at a private charitable trust overseeing the implementation of their PeopleSoft ERP system implementations (5 projects in total). Successfully completed Common Design, Financial Aid Third Party Project and the Finance (FSCM – Financial Supply Chain Management and EPM – Enterprise Performance Management) implementations. Responsible for managing the overall project budget and monitoring of the Core Administration System Replacement project with Project Managers reporting to the Program Manager. Responsibilities included: review and over site of the project plan for each initiative, budget monitoring for the overall program, management of client project managers, lead for vendor management, coordinate and review the transformation end results for each of the implementations, coordinate and facilitate project owners and sponsor meetings, reviewed project deliverables on an as needed/case by case basis, development of project reporting to the executives, assist with the selection of each of the implementation vendors to include RFP development, vendor presentations, vendor selection, vendor reference calls, contract review and negotiation, and pre-qualification process. Provided support as needed to all projects in an analyst role.
- Project Manager for a Security Remediation Project for a private charitable trust. Responsible for maintaining and monitoring the project plan, resources, vendor coordination, and status reporting. Managed 8 different security project initiatives in addition to monitoring the implementation of the Enterprise Security Program. Managed the selection process for various security applications and functions. Ensured the successful roll out of laptop and email encryption to the enterprise.
- Project Manager for a Security Program at a private charitable trust. Responsible for the project plan development and monitoring, resources, vendor staffing and status reporting. Projects include: workstation encryption, Two Factor Authentication Roll Out, and Security Scanning.
- Project Manager and analyst to assist a private charitable trust with managing their Human Resources Division project initiatives. Responsible for the development and management of all key projects for the Division. Facilitated meetings with key management to develop and document all project tasks, assignments and deadlines. Monitored daily activities and provided support as needed to complete assignments per the deadlines established.
- Project Manager for the pre-implementation activities for the implementation of the student administration system. Responsibilities included facilitating weekly status meetings and development of pre-implementation project tasks and timelines.
- Overall Project Manager for the implementation of a Customer Relationship Management (CRM) Project for a private charitable trust. Responsible for monitoring the project plan, resources and status reporting. Functional and Technical Project Managers reported directly to the overall project manager.
- Participated as the Executive Integrator for three projects with the State of Hawaii Department of Commerce and Consumer Affairs. One project was for the Business Registration Division to developing a web-based Business Registration System using Oracle 8i and Oracle Developer. Responsibilities included project management, requirements

SHERILYN KIMURA CONTINUED

SENIOR PROJECT MANAGER

development, system testing, test script development and end user training. The other two migration projects: are the ALIAS (Applicant/Licensee Integrated Automated System) used by the Professional and Vocational Licensing Division and the ACTS (Automated Complaints Tracking System) used by the Regulated Industries Complaints Office (RICO) and the Office of Consumer Protection.

- Project Manager for the enhancements to the Business Registration Information System for the Department of Commerce and Consumer Affairs. Responsible for requirements definition, business process documentation and re-design, training, documentation and reporting to the Steering Committee on project status and maintaining the overall project timeline and plan.
- Project managed the implementation of the Content Management/Document Management systems for HMSA – Membership Services and Claims. Responsibilities included overall project coordination, scheduling, budget management and quality assurance review of all deliverables.
- Project managed the implementation of a new billing system for a local insurance company. Responsibilities included managing system vendors, training coordination, testing, setting up security parameters and meeting facilitation.
- Project managed and assisted the O’ahu Workforce Investment Board in a Business Process Improvement project for their daily operations. Responsible for documenting the current business processes (human resources hiring process, OWIB Operations), defining the re-designed processes via workshop sessions and developing a recommendation report to improve current operations. In addition provided recommendations to the leadership in dealing with change in the organization.
- Project managed the implementation of a new Accounting System, Financial Edge and the re-design/process improvement of the Accounting processes at the Hawaii Community Foundation. Responsible for meeting facilitation, test matrix and policies and procedures development. Conducted re-design workshops to develop improved processes to implement with the new system. Assisted client with change management issues to address implementing the new business processes.
- Project Manager for a SAS70 audit for local start up Technology Company. Responsibilities include interface with SAS70 auditor, managed project plan, managed the internal review process of the SAS70 report, managed issues that arose and outstanding items due to the auditor.
- Project managed Hoike’s Content Management (ASP) (Application Service Provider) offering implementations of Blueicon; Powered by Documentum; Ensured that the team followed a structured implementation methodology and met all milestones according to scheduled timelines.
- Assisted the State of Hawaii Department of Land and Natural Resources, Land Division as the project manager and lead consultant with a Fees Study project and Document Management Plan project. Tasks included research and analysis on fees charged for the department, time study and workflow analysis on division processes and development of a high-level document management implementation plan, management of overall project schedule.

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SENIOR PROJECT MANAGER

Facilitated workshop sessions with supervisors and managers to develop document requirements.

- Assisted in American Honda Finance Corporation in its Accounts Payable Re- Engineering and Re-design project as the Project Manager. Tasks included process review interviews, documentation of current processes, workshop facilitation, re-design sessions and development of a recommendation report and action plans. Action plans focused on minimizing change impacts to the organization. Worked closely with the Accounts Payable manager to ensure the new process changes were accepted.
- Project managed an Agency Portal project for a local insurance company. Responsibilities included the development of the Portal implementation methodology, gathering requirements, conducting focus group sessions with selected agencies, testing, and roll out of the portal.

Change Management/Business Process Improvement

- Assisting the Hawaii Department Education (HIDOE) Financial Management System Modernization Project as the Organizational Change Management (OCM) resource. Responsibilities include the development and maintenance of the communication plan, development of the organizational change management plan, stakeholder analysis, organizational readiness assessments, change impact analysis, training coordination, and development of the operations and maintenance plan. Coordinating the monthly readiness liaison network meetings and presentations. Working closely with HIDOE Organizational Change Management Team on all OCM initiatives.
- Assisting a local insurance agency in a business process improvement project. Tasks include conducting interviews with key staff, documentation of current and future processes, and support for newly created customer service division.
- Assisted the State of Hawaii Payroll and Time and Attendance Modernization project as an Organizational Change Management Manager. Responsibilities included the development of a communication plan, stakeholder analysis, organizational readiness assessments, change impact analysis, training materials, and communication development (Flyers/Posters, Brochures, FAQs). Helped to coordinate monthly newsletter development to update end users on the project. Assisted in developing content (Presentations) for the monthly Point of Contact meetings and other presentations as requested. Worked closely with State Change Management Lead and other project team members to ensure successful implementation of the PeopleSoft Payroll system.
- Oversaw the change management efforts for an ERP implementation at a private charitable trust. Reviewed and/or developed communication plans, change management strategies, training plans, training strategies, organizational readiness assessments, and communications (on-line messages, email messages, newsletter messages) developed by the change management team. Responsible for distributing monthly newsletters to update the organization on the ERP implementation progress. Coordinated quarterly updates on implementation progress with the various departments in the organization. Provided guidance, input and support to the change management lead and team members. Ensured that the project maximized employee adoption and usage of the new system and minimized resistance.

SHERILYN KIMURA CONTINUED

SENIOR PROJECT MANAGER

- Assisted a private charitable trust in a business process improvement project for their data center for Hawaiian ancestry. Facilitated AS IS and TO BE workshops to determine and documented current and re-designed processes. Responsible for recommending operational improvements and managing the implementation of the recommendations identified during the project. And dealt with change among the staff. Helped to identify the best ways to address change issues in the organization and dealing with staff resistant to change. (Ho'oulu Hawaiian Data Center)
- Assisted a private charitable trust in documenting their current admissions process and the development of a master schedule. Developed a reporting structure to communicate changes to the admissions process and schedule to all programs.
- Oversaw the business process improvement projects in the Claims, Commercial Lines, Human Resources and Accounting departments for a local insurance company, Island Insurance. Responsible for documentation of current processes, re-designed processes and operational improvement recommendations. Facilitated design workshops to develop department mission, goals and objectives and new processes. Developed implementation timelines to implement the recommendations for the departments. Assisted the client in dealing with change issues among the staff in the various departments. Determined the best course of action for acceptance of the changes.
- Assisted the East West Center with a Contacts Management Project and served as the project manager and business analyst. Determined the needs of contact information for the Alumni/Associates office, Research, Education and Seminars Programs and the EWC Foundation. Determined processes and workflows through which the contact information travels throughout the organization. Analyzed processes and workflows and associated software applications used. Specifically addressed staffing issues and centralized/decentralized workflows. Recommended process/workflow improvements and how to deal with change within the organization. Recommended appropriate technical solutions, software applications or enhancements.
- Assisted the State of Hawaii Judiciary as a business analyst in their Jury Project to implement enhancements to their current Juror Management System. Tasks included conducting interviews with users, documentation of current and future processes, requirements gathering and analysis of system enhancements, and perform system testing and end user training. Assistance in acceptance of change to the enhancements made and how to get staff to change to the new processes.
- Assisted a local insurance agency in the review and documentation of its accounting processes. Responsible for managing the overall project tasks, conducting workshops to discuss operational improvements, flowcharting the business processes current and re-designed and developing detailed policies and procedure documentation.
- Implemented the Accounts Payable Improvements Recommendations for American Honda Finance Corporation as the Project Manager. Responsible for the development and monitoring of the project plan, development of training materials, reorganization and restructuring of the department, department policies and procedures and branch guidelines, conducted and coordinated branch training. Worked with the Accounts Payable supervisor to minimize change impacts to the department and ensured constant

SHERILYN KIMURA CONTINUED

SENIOR PROJECT MANAGER

communications and clear messaging. Assisted with the acceptance of change as new processes were implemented with the use of PeopleSoft.

- Assisted in American Honda Finance Corporation in its Asset Backed Securities Re-Engineering and Re-design project as the Project Manager. Tasks included conducting process review interviews, documentation of current processes, workshop facilitation, re-design sessions and development of a recommendation report and action plans. Assisted in the reorganization of the department and staff roles and responsibilities. Worked with the Manager to address any change issues with the department reorganization and acceptance of the proposed changes.
- Oversaw the State of Hawaii's payroll project. Assisted the State of Hawaii Department of Accounting and General Services in a payroll re-engineering, design and specification project for the statewide payroll and time and attendance systems for approximately 60,000 employees. Tasks included conducting process review interviews, process documentation (AS IS and TO BE), identified recommendations and changes to system and business processes, system requirements gathering and analysis, workshop facilitation, redesign sessions, development of system functional requirements for a payroll and time and attendance system, and participated on the system selection committee as an advisor.
- Project Managed and assisted the Department of Land and Natural Resources, Bureau of Conveyances in an Operational Review Project. Responsibilities included: managing the overall project schedule, documenting current (AS IS) and future (TO BE) processes, facilitating re-design sessions, identifying operational improvements and recommendations for increased efficiencies.
- Assisted in a re-engineering project for an insurance company. Responsibilities included documentation of current processes and re-designing future processes for the company.

Requirements Gathering

- Assisted a private charitable trust in the requirements gathering, documentation and business process review to enhance their current Hawaiian Ancestry system application. Functioned as a Business Analyst and tasks included workshop facilitation, system requirements gathering and analysis, documentation of business system requirements and use cases.
- Assisted in the development of a company Intranet. Responsible for gathering user requirements and design of web pages. Participated as the interface between the web developer and user groups.
- Assisted the State of Hawaii Department of Land and Natural Resources, Land Division in a Re-Engineering and Requirements Definition project as the functional lead/analyst. Tasks included conducting process review interviews, documentation of current processes, system requirements gathering and analysis, workshop facilitation, re-design sessions, development of system functional requirements for a land management system and developed a system implementation plan report for the Land Division.
- Assisted the State of Hawaii Department of Education, Special Education/Special Services section in a Re-Engineering and Requirements Definition project as a functional consultant.

SHERILYN KIMURA CONTINUED

SENIOR PROJECT MANAGER

Tasks included conducting process review interviews, documenting current processes, gathering and analyzing system requirements, facilitating re-design session and developing functional system requirements for the new special education/special services system.

- Assisted American Honda Finance Corporation in its Lease Computer Project. Tasks included developing project checklists, creating computer return schedules and returning and replacing instructions for the organization.

System Selection and System Implementation

- Assisted with the implementation of the Financial Management Information System at a multi-campus university system consisting of a major research campus, several four-year campuses and seven community colleges. Performed financial systems evaluation, software review, and selection. Assisted with the request for proposal for the system. Lead consultant/analyst for the general ledger module and later assumed the project manager position. Responsible for the development of administrative procedures, process documentation and re-design, data control procedures and training materials. Provided on-line training to the data entry unit and central offices. Reengineered and redesigned the workflow processes in the financial accounting, treasury, contracts and grants and disbursing offices.
- Assisted with the system selection of a billing system for a local insurance company. Responsible for the development of functional and technical requirements with the users and the development of an assessment report.
- Assisted in the selection of an outsourced investment system for a local insurance company. Responsible for requirements development, RFP development and vendor evaluation and final selection. Assisted in the system implementation.
- Assisted in the analysis of a commercial BOP system for a local insurance company. Responsible for requirements development, Request for Proposal (RFP) development and vendor evaluation.
- Project managed the selection of a new imaging system for a local insurance company. Responsible for proposal evaluation of functional and technical requirements, scoring, reference calls, and development of scripted scenarios for the vendor demonstrations. Facilitated meetings with Project Team to select the vendor of choice.
- Assisted in the selection and implementation of an enterprise package solution for a client in the air transportation industry. Lead functional consultant responsible for the financial, human resource, and payroll system implementation. Conducted process reviews, business process re-engineering, and development of administrative procedures, data control procedures and on-line inquiry procedures.

Other

- Assisted a private charitable trust in the development of their policies and procedures for the Education Group. Tasks include developing status lists, attending policies and procedures meetings, updating and creating procedures and guidelines to ensure proper

SHERILYN KIMURA CONTINUED

SENIOR PROJECT MANAGER

internal controls and mitigation of risk, and develop procedure training strategy. (Education Support Services).

- Assisted a private charitable trust in the review of their financial needs determination models. Analyzed the various methods and models and provided recommendation for all programs to utilize. (Financial Aid Office)
- Assisted the aio Group in the assessment of their current information technology infrastructure and developed a project plan for the future information technology initiatives. Worked closely with the Information Technology Director to develop the information technology documentation for the Executive Committee.
- Assisted in the remediation of a local insurance company's Disaster Recovery Plan and Business Resumption Plan to more current performance levels. Responsibility includes facilitating business impact analysis workshops with Executives and documenting desired system requirements.
- Assisted and managed the testing of the Hot-Site for a local insurance company. Facilitated the testing and monitoring of the IT staff involved in the disaster recovery procedures. Identified recommendations, system impacts and action items to improve the Hot-Site recovery procedures.
- Assisted a local insurance agency in the development of their Corporate Business Resumption Plan and departmental disaster recovery plans.
- Provided project assistance and facilitation services to an insurance company with their "Quality" program. Responsibilities included developing templates, methodologies and tracking mechanisms for this initiative. Facilitated discussions with the CIO, Executives and Leadership group with this process.
- Assisted the Department of Land and Natural Resources, Land Division, with the development of their IT Strategic Plan. Responsibilities entailed assisting the planning and development of the overall planning process and providing guidance and review of the overall development of the plan. Facilitated planning sessions with supervisors and managers to gain input into the overall strategic plan.
- Assisted a private charitable trust in the development of their Strategic Tactical Budget Process. Services included business analysis, facilitation and assistance in leveling alignment of questionnaire information. (Project Management Office)
- Assisted a private charitable trust in the development of framework documents, templates and/or tools that guided their future document imaging, management, workflow and implementation initiatives. (Project Management Office)
- Assisted a private charitable trust in the development of a workforce strategy presentation. Tasks include working with the Human Resources Director to develop the presentation template, content and timeline. (Human Resources Division)

SHERILYN KIMURA CONTINUED

SENIOR PROJECT MANAGER

- Assisted in project documentation in the system development of Litigation Management software. Tasks include development of test scripts, testing strategy, training materials, training strategy, and user manuals.
- Provided a system sales and revenue user documentation for a commercial entertainment company.
- Performed a follow-up review on Review of Personnel Management at a major university.
- Performed a capitalized interest fixed asset project for the Department of Transportation, Airports Division.
- Assisted in the Telecommunications project with a state government.
- Conducted special investigative test work for an insurance claims department, which resulted in the reduction of over 1 million dollars in claims reserve.
- Performed agreed upon procedures on claims allocated expenses in the claims division of an insurance company.
- Provided consultation services for Hawaii Meals on Wheels, Inc. Performed the following activities: Conducted process review interviews with the staff to gather information on the organization; developed and distributed a staff survey; developed a Findings and Recommendation report highlighting areas for operational improvement and to assist with their strategic planning.
- Managed audit engagements in the following industries: Hospitality, Government, Insurance, Not-for-profit, Insurance, and Commercial companies. Formulated management letter comments, prepared audit reports, planned audit engagements, reviewed internal control procedures and supervised assistant/staff accountants.

PROFICIENCIES

Software Enterprise Applications

Documentum | Kofax | PeopleSoft General Ledger, Accounts Payable, Human Resources, Benefits and Payroll Modules | Software AG Financial Record System

Software Desktop Applications

Microsoft Office Suite | Process Charter | ABC Flowcharter

Certifications

PMP (Project Management Professional) Certified: Project Management Institute

PROFESSIONAL BACKGROUND

Prior to joining Pacxa, Ms. Kimura held the following positions:

Vice President and Senior Project Manager | Hoike Consulting | 808.441.2040
900 Fort St. Mall, Suite 600, Honolulu, HI 96813 | Jan 2001 - Dec 2012

Information Technology Department Project Manager | Island Insurance | 808.564.8111
1022 Bethel St., Honolulu, HI 96813 | Jan 2001 – Dec 2002

Senior Manager | KPMG Consulting (BearingPoint) | 808.531.7286

SHERILYN KIMURA CONTINUED

SENIOR PROJECT MANAGER

1001 Bishop Street #2100, Honolulu, HI 96813 | Aug 1990 – Jan 2001

EDUCATION

Pepperdine University

Master in Business Administration in Finance and Accounting, 1993

Santa Clara University

Bachelor of Science in Commerce and Accounting, 1990

Iolani School

Alumni

Cornell University

Change Leadership Certificate, 2014

Leadership Essentials Certificate, 2017

Technology Leadership Certificate, 2020

Yale University

The Science of Well-Being on Coursera. Certificate earned at Wednesday, December 4, 2019

University of Virginia

Design Thinking for Innovation on Coursera. Certificate earned at Tuesday, January 7, 2020

AFFILIATIONS

Hawaii Meals on Wheels, Prior Board Member, Advisory Board Member and Treasurer

Manoa Japanese Language School, Prior Board Member

Yonabaru Chojin Kai, Member

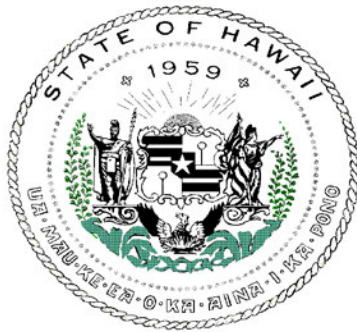
PMI – Project Management Institute, Member

Nu'uaniu YMCA Hawaiian Studies Program – Hula Hui o Kapunahala, Volunteer, Kumu Kokua



Insert: Appendix A-1 Core Phase Requirements





Appendix A-1 – Core Phase Requirements
RFP-ERP-2020

Requirements Matrix | Instructions

This requirements matrix is comprised of multiple tabs, and together they contain the full set of requirements for which SOH requires vendor responses.

Please respond to each and every requirement (even ones that appear redundant) as follows:

1. Indicate your response to each line item with an "X" in the appropriate "One Response per Requirement" column, according to the following labels and definitions:

Y = Yes, we meet this requirement out-of-the-box or with configuration capabilities provided within the software.

C = We can meet this requirement via customization/extension-- i.e., for a SaaS solution, the functionality would be provided by building an extension using platform as a service (PaaS) capabilities provided either by the vendor or a third party. (If this column is indicated, please provide an indication of High, Medium, or Low development complexity in the "Customization Complexity" column. Costs of all extensions/customizations by process/functional area should also be noted separately in your Pricing Response.)

3 = We can meet this requirement by partnering with another third party solution. (If this column is indicated, please provide the name of the third party product in the "Comments" column.)

F = We can meet this requirement with a future release of our software. (If this column is indicated, please provide the version and timing of the release in the "Comments" column.)

N = No, we cannot meet this requirement.

2. For each line item, note the name of the module that will handle the required functionality in the "Module/Solution" column, so that SOH can align your module pricing to the requirements.

Core Requirements	
Tab	Topic
General Ledger	Allocations
General Ledger	Budget Control
General Ledger	Budget Control Reporting
General Ledger	Chart of Accounts
General Ledger	Commitment Accounting
General Ledger	Funds Control
General Ledger	General
General Ledger	GL Calendar
General Ledger	GL Consolidation
General Ledger	GL Data Types
General Ledger	GL Reporting
General Ledger	GL Reporting: Year End Reports
General Ledger	GL Reporting: Year End Reports - CAFR
General Ledger	GL Structure
General Ledger	GL: Period End/ Year End
General Ledger	Inquiries
General Ledger	Inter/Intracompany
General Ledger	Journal Entry
General Ledger	Journal Entry/ Other GL Transactions
General Ledger	Multiple Ledger Structure
General Ledger	Other
General Ledger	Period End
General Ledger	Reconciliation
General Ledger	Trust and Agency Reporting
Encumbrances	Encumbrance Accounting
Accounts Payable	AP Inquiries
Accounts Payable	AP Reports
Accounts Payable	Checks
Accounts Payable	Interface
Accounts Payable	Invoice Matching
Accounts Payable	Invoice Processing
Accounts Payable	Legal Compliance
Accounts Payable	Payments
Accounts Payable	Taxes
Accounts Payable	Vendor Portal
Accounts Payable	Vendor Processing
Accounts Receivable	Customer Data
Accounts Receivable	AR Inquiries
Accounts Receivable	AR Reports
Accounts Receivable	Cash Processing and Remittances
Accounts Receivable	Collections
Accounts Receivable	Customer Portal
Accounts Receivable	Customer Processing
Accounts Receivable	Disputes
Accounts Receivable	General
Accounts Receivable	Interface
Accounts Receivable	Invoice Generation
Accounts Receivable	Invoice/Journal Processing
Accounts Receivable	Management of AR
Accounts Receivable	Reporting
Cash Management	Bank Reconciliation
Cash Management	Cash Book
Cash Management	Cash Deposits/ Receipts
Cash Management	Cash Forecasting
Cash Management	Cash Management
Cash Management	Cash Projections
Cash Management	Compliance
Cash Management	Debt and Investment Management
Cash Management	Donations
Cash Management	Forecasting
Cash Management	General
Cash Management	Interest Earnings Allocation
Cash Management	Interface
Cash Management	Loans - Internal
Cash Management	Reporting
Cash Management	Reporting - Donations
Purchasing	Inquiries
Purchasing	Policy & Compliance
Purchasing	Purchase Order Processing
Purchasing	Purchasing Card (pCard)
Purchasing	Reports
Purchasing	Requisition Processing
Purchasing	Vendor Master

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
2	Allocation of GL account balances based on balances in other accounts or account groups	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
3	Allocations may include weighting factors/driver data (for example, units sold) held as statistical data	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
4	Allocations may be chained together into linked routines	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
5	Allocations may be run in "what if" mode to view results before creating postings	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
6	Allocations create journals and audit trail	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
7	Allocation functionality that supports activity-based costing principles by creating cost pools that can be allocated to other cost objects or revenue sources based on cost drivers	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
8	Ability to store allocation results as a different data type	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
9	The system shall provide the ability to control budgets (e.g., allotments) or spending plans at the lowest organizational level, based on user-defined criteria.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
10	The system shall provide the ability to establish multiple levels of budget expenditure and allotment control, based on user-defined criteria (e.g., at any level of the organization structure, at any level of the program structure, setup to sequentially check multiple criteria), with the ability to override based on user-defined authorization.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
11	The system shall provide the ability to submit, track, and process allocation adjustments, by adjustment type, with required supporting documentation, based on user-defined authority and other user-defined criteria.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
12	The system shall provide the ability to develop, modify, and reconcile allocations, by any level of the accounting code structures (e.g., organization, program, object, fund/appropriation), with annotations/comments, at any point in time.	Budget Control	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service
13	The system shall provide the ability to track allocations, actual versus budgeted, for any point in time (e.g., month, quarter, year-to-date), based on user-defined criteria.	Budget Control	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
14	The system shall provide the ability to identify types of allocations based on user-defined criteria (e.g., one-time, limited term, on-going).	Budget Control	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service
15	The system shall provide the ability to perform budget adjustments and transfers to an approved budget, affecting multiple fiscal year budgets, and to distinguish the amounts from the original budget/revised budget iterations.	Budget Control	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service
16	The system shall provide the ability to identify pending budget revisions, based on user-defined criteria.	Budget Control	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service
17	The system shall provide the ability for real-time comparison of	Budget Control	X					Oracle Fusion Enterprise
18	The system shall provide the ability for online budgetary controls of expenditures and revenues, based on funds availability, appropriation availability and cash balances, based on user-defined criteria (e.g., multi-year appropriations).	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
19	The system shall provide the ability for automated warnings or blocks when users approach budget thresholds, based on user-defined criteria.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
20	The system shall provide the ability to prepare a budget analysis based on any user-defined period (e.g., calendar year, accounting fiscal year, budget fiscal year, grant/project year).	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
21	The system shall provide the ability to establish user-defined budgetary and cash controls based on user-defined criteria.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
22	The system shall provide the ability to track appropriation balances, based on user-defined criteria including, but not limited to: fund, organization structure, program structure, object, project, sub-project, grant, accounting fiscal year, budget fiscal year, and calendar year.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
23	The system shall provide the ability to track appropriation details including, but not limited to, fund, fiscal year, and encumbrance availability.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
24	The system shall provide the ability to automatically update fund and cash balances, based on revenues and expenditures and other user-defined criteria.	Budget Control					X	Oracle Fusion Enterprise Resource Planning Cloud Service
25	The system shall provide the ability to track, maintain and report on expenditure, pre-encumbrance/encumbrance, receipt/revenue transactions, and fund balances, based on user-defined criteria.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
26	The system shall provide the ability to identify cash balances, based on user-defined criteria (e.g., monthly time period).	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
27	The system shall provide the ability to prevent negative cash balances at the fund level unless negative cash balances are properly authorized.	Budget Control					X	Oracle Fusion Enterprise Resource Planning Cloud Service
28	The system shall provide the ability to prevent negative appropriation balances at any user-defined appropriation level, unless negative appropriation balances are properly authorized.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
29	The system shall provide the ability to track budgetary transactions, by budget iteration, based on user-defined criteria.	Budget Control	X					Oracle Enterprise Performance Management Enterprise Cloud Service
30	The system shall provide the ability to track multi-year appropriations during the fiscal year, and at year-end to roll the appropriation balances forward.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
31	The system shall provide the ability to override budget controls during processing, based on user-defined criteria.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
32	The system shall provide the ability to access/view the current available balance for appropriations and unrealized receipts/revenues.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
33	The system shall provide the ability to classify and track budgets based on user-defined criteria.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
34	The system shall provide the ability to select multiple alternative approaches to the disposition of encumbrances outstanding at the end of the budget period, based on user-defined criteria, including but not limited to:	Budget Control	X					

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
35	Reestablish prior-period encumbrances	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
36	Extend budget for encumbrance	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
37	Maintain open encumbrance for liquidation (in accordance with legal provisions)	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
38	The system shall provide the ability to select a specific account or range of accounts/segments (contiguous and noncontiguous) and report account activity by user-defined categories and parameters.	Budget Control Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
39	The system shall provide the ability to generate the following reports, based on user-defined time period (e.g., point in time, monthly, quarterly, fiscal year end, inception to date), by user-defined criteria, by user-defined formats, including but not limited to:	Budget Control Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
40	Expenditure/Expense Summary - by fund, by appropriation, by any level in organization structure (e.g. department, office, district), by any level in the program structure, activity, function, object (including original budget, revised budget, percentage of revised budget used and actual expenses for MTD and YTD), inception to date, budget category, and other user-defined parameters.	Budget Control Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
41	Revenue Recap Summary by fund, by source, by any level in the organization structure (e.g. department, office, district), by any level in the program structure, function and object (including totals), MTD and YTD, original budget, revised budget and percent of annual budget realized and other user-defined criteria, including time frames.	Budget Control Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
42	Revenue Accounts Transaction Report (including revenue budget and receipts for MTD and YTD) and other user-defined criteria, including time frames.	Budget Control Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
43	The system shall provide the ability to generate reports on revenue and expenditure (actuals and budgeted), encumbrances and pre-encumbrances, for all appropriations and funds, based on user-defined criteria (e.g., organization structure, program structure, project structure).	Budget Control Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
44	The system shall provide the ability to generate detail budget reports, by individual budget adjustments (iterations), by total budget adjustments, by any level within the organizational structure (e.g. department, office, district) or program structure, based on user-defined criteria.	Budget Control Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
45	The system shall provide the ability to generate reports on revenue and expenditures/expenses, by fund, by appropriation, by any level in the organizational structure, by any level in the program structure, by account, and by any other user-defined criteria.	Budget Control Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
46	The system shall provide the ability to generate a report on outstanding pre-encumbrances and encumbrances, based on user-defined criteria (e.g., by Appropriation).	Budget Control Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
47	The system shall provide the ability to meet the requirements of the State Uniform Accounting Code and the State departments/agencies.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
48	The system shall provide the ability to accumulate budgets, revenues or expenditures at any attribute associated with the organizational structure or program structure, project structure, GL account, or other classification structure.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
49	The system shall provide the ability to define a GL account number structure and rules (segments), which includes user-defined hierarchies (e.g., summary, statistical, and suspense accounts) and a roll-up feature that allows multiple levels of hierarchy, based on user-defined criteria.	Chart of Accounts	X					Oracle Enterprise Data Management, Oracle Fusion Enterprise Resource Planning Cloud Service
50	The system shall provide the ability to capture user-defined attributes for chart of account codes.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
51	The system shall provide the ability for accounts to roll up into subtotals in sub-account levels.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
52	The system shall provide the ability to block any entries into user-defined sub-accounts (e.g., object of expenditure) that have been defined as inactive.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
53	The system shall provide the ability to validate the account code combinations at the time of data entry.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
54	The system shall provide the ability to define alphanumeric account segments and codes.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
55	The system shall provide the ability to define account summarization across non-standard hierarchy (e.g., multiple attributes on codes, such as object of expenditure, so that detail can be summarized with multiple groupings).	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
56	The system shall provide the ability to make Chart of Account codes active or inactive, as of specified/effective dates (including future years), with the ability to reopen closed accounts based on user-defined security and parameters.	Chart of Accounts	X					Oracle Enterprise Data Management, Oracle Fusion Enterprise Resource Planning Cloud Service
57	The system shall provide the ability to reserve blocks of coding fields for specified uses.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
58	The system shall provide the ability to report consolidated organizational or functional values based on user specifications (e.g., summarize values for multiple agencies in one report, drill on originating journal entry and subledger transactions).	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
59	The system shall provide the ability to allow for configuration of organization segments with the flexibility that allows for other user defined configurations	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
60	The system shall provide the ability to make Chart of Account codes active, as of specified dates (including future years) for budgetary purposes, while leaving the codes inactive for accounting and financial reporting purposes.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
61	The system shall provide the ability to group or consolidate account activity by fund, appropriation, revenues, expense and expenditure type for GAAP reporting, budget reporting, or ad hoc reporting.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
62	The system shall provide the ability to re-open an inactive account with appropriate security.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
63	The system shall provide ability to copy or re-create accounts (e.g., rollover accounts from old to new year) including the ability to exclude specific accounts.	Chart of Accounts					X	

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
64	The system shall provide the ability to flag closed accounts for identification.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
65	The system shall provide the ability to restrict posting to certain active accounts.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
66	The system shall provide the ability to add, delete (e.g., with no transactions; no pending transactions) or deactivate accounts including accounts by fund and/or organization, based on user-defined criteria.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
67	The system shall provide the ability to view the account balance at the time of transaction entry.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
68	The system shall provide online help that includes but is not limited to: displays data field definitions for user-entered fields, including chart of accounts; and provides ability to view coding previously used for similar transactions.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
69	System identifies approved accounts payable (AP) invoices as commitments	Commitment Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
70	System identifies approved purchase orders (POs; if purchasing module is provided) as separate commitments from AP invoices	Commitment Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
71	System identifies approved requisitions (if purchasing module is provided) as separate commitments from AP invoices and approved POs	Commitment Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
72	Ability to generate accrual journals from committed items	Commitment Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
73	Allow multiple general ledger account distributions throughout all transaction processing	Commitment Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
74	Ability to hold approved budget amounts against hierarchy node values	Funds Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
75	Ability to hold approved budget amounts against GL accounts	Funds Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
76	Ability to hold approved budget amounts against user-defined groups of GL accounts	Funds Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
77	Budget funds may be transferred between accounts/account groups/summary values with appropriate audit trail (for example, budget transfer journals)	Funds Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
78	Online available funds checking for GL journal entry and AP invoice entry	Funds Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
79	User-defined journal/invoice warning/rejection tolerances	Funds Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
80	Available funds checking performed against remaining annual budget	Funds Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
81	Available funds checking at multiple levels (check at account level first, then at user-defined summary level)	Funds Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
82	Ability to roll forward unused budgets into next budget year	Funds Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
83	The system shall provide the ability for fund, appropriation and encumbrance accounting.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
84	The system shall provide the ability to concurrently support multiple accounting bases including cash, budgetary accounting, modified accrual, and full accrual, based on user-defined parameters and instantaneously upon demand by the end user	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
85	The system shall provide the ability to configure the fund structure and the ability to categorize funds by classification, type and fund source, as required to meet Generally Accepted Accounting Principles (GAAP) and Government Accounting Standards Board (GASB), State of Hawaii departments/ agencies, and other user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
86	The system shall provide the ability to classify transactions and events based on user-defined criteria, including but not limited to:	General						
87	Basis of accounting (cash vs. modified accrual vs. full accrual)	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
88	Financial reporting entity (primary government vs. component unit)	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
89	Fund Basis vs. Government-wide	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
90	GAAP/GASB	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
91	Other user-defined criteria	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
92	The system shall provide the ability to flexibly reorganize organizational structure (e.g. department, office, district, location), program structure, project structure, object of expenditure, and other structures.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
93	The system shall provide the ability to classify account type based on user-defined criteria (e.g., asset, liability, fund balance, revenue, expenditure, reimbursement).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
94	The system shall provide the ability to update and maintain the accounting classification structure (e.g., organizational structure, program structure, project structure, object of expenditure, or any other user-defined classification structure) based on effective date.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
95	The system shall provide the flexibility to add/modify fields to the existing accounting classification structure without programming (e.g., organizational structure, program structure, project structure, object of expenditure, or any other user-defined classification structure).	General					X	
96	The system shall provide the ability to establish system validation rules, which will provide validation of accounting classification structures (e.g., organizational structure, program structure, project structure, object of expenditure, or any other user-defined classification structure).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
97	The system shall provide the ability to drill up or down on-line, on any transaction, account or batch within the system, to view various levels of detail, based on user-defined criteria (e.g., any level of the program or organization structure; from GL to source document in originating module).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
98	The system shall provide the ability to query accounts, history and related transactions, and other pertinent information (e.g., source documents, such as journal and payment vouchers), based on user defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
99	The system shall provide the ability to export the results of all queries, drill downs/ups and reports to MS Excel and to save in user-defined formats (e.g., pdf).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
100	The system shall provide the ability to track transactions, based on user-defined criteria (e.g., accounting period, accounting fiscal year, calendar year, grant/fund year, fund, appropriation, program structure, organization structure, project/project period, receipt date, posting date, multiple calendars).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
101	The system shall provide the ability to identify transactions by originator, by unique grant identifier, by unique project identifier, and by other unique user defined identifiers.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
102	The system shall provide the ability to track type and source of revenues based on user-defined criteria (e.g., by program structure, by organization structure, by receipt code).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
103	The system shall provide the ability to access and display the account and appropriation balances on-line for all open expenditure years (e.g., current year; prior year) in summary and all detail.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
104	The system shall provide the ability to maintain expenditure clearing account(s) and distribute the detailed transactions to applicable funds, appropriations and programs on a user-defined basis (e.g., daily, weekly, monthly).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
105	The system shall provide the ability to automatically distribute expenditures from clearing account to multiple accounts based on predefined criteria, with ability to override, subject to required approvals.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
106	The system shall provide the ability to display and report GL data at various levels of detail in support of mandated reports (e.g., fund, appropriation, organization levels, revenue, expenditure, grant source, project, program, and GL codes).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
107	The system shall provide the ability to display the variance between actual and budgeted expenditures (e.g., salaries).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
108	The system shall provide the ability to track actuals versus accruals, based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
109	The system shall provide the ability to process sub-system transactions with automatic postings to the GL detail and control accounts.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
110	The system shall provide the ability to identify all subsystem entries posted to the GL.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
111	The system shall provide the ability to track and report on the costs associated with programs or projects based on user-defined activities (i.e., Activity-Based-Costing) and other user-defined criteria (e.g., goals).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
112	The system shall provide the ability to accumulate budgets, revenues/receipts, transfers, bonds, federal funds, or expenditures at any attribute (or combination of attributes) associated with the account or organizational structure over multiple years (a minimum of ten years in production, indefinite archive)	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
113	For capital outlay projects and other user-defined, long-term projects, the system shall provide the ability to accumulate budgets, revenues/receipts, transfers, bonds, federal funds, or expenditures at any attribute associated with the account or organizational structure, by project structure, by phase, over multiple years (a minimum of fifteen years in production).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
114	The system shall provide the ability to maintain and present budget expenditure data by organizational unit (e.g., by department, by office, by district, based on user-defined format, based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
115	The system shall provide the ability to maintain detailed or summary budget and expenditure information for salaries and benefits, including but not limited to: position, bargaining unit, employee, earnings, fund, program, project, or and organizational structure.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
116	The system shall provide the ability to establish funds and track all activity associated with that fund (revenues, expenditures, adjustments, proposals) across organizational unit based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
117	The system shall provide the ability to import data from legacy and feeder systems (e.g., tax administration) based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
118	Supports 13-period calendar	GL Calendar	X					Oracle Fusion Enterprise Resource Planning Cloud Service
119	Supports financial consolidation across legal entities/business units with revaluation/translation processing	GL Consolidation	X					Oracle Enterprise Performance Management Enterprise Cloud Service
120	Supports consolidation of legal entities with different accounting calendars	GL Consolidation	X					Oracle Enterprise Performance Management Enterprise Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
121	Supports consolidations across legal entities with dissimilar charts of accounts	GL Consolidation	X					Oracle Enterprise Performance Management Enterprise Cloud Service
122	Inter/intracompany account balancing with automatic generation of balancing entries	GL Consolidation	X					Oracle Enterprise Performance Management Enterprise Cloud Service
123	Support for multiple data types (for example, actual, budget and statistical)	GL Data Types	X					Oracle Fusion Enterprise Resource Planning Cloud Service
124	Double-entry controls may not be required on certain data types (for example, statistical or budget data)	GL Data Types	X					Oracle Fusion Enterprise Resource Planning Cloud Service
125	The system shall provide the ability to generate fund and appropriation reports at the summary and detail level, based on user-defined parameters (e.g., FIFO, non-FIFO).	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
126	The system shall provide the ability to generate allotment reports, including transaction activity and balances, based on user-defined criteria.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
127	The system shall provide the ability to generate a report of financial transactions for external audit purposes, by user-defined time period, based on user-defined criteria (e.g., generation of random sample of transactions).	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
128	The system shall provide the ability to generate an archive of all financial transactions in a detail transaction file for financial reporting based on user-defined criteria (e.g., transaction type).	GL Reporting					X	
129	The system shall provide the ability to report account balances/ fund balances, based on user-defined criteria.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
130	The system shall provide the ability to generate a report of revenue and expenditure (summary or detailed) transactions, by any level	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
131	The system shall provide the ability to report by fund, appropriation, organization structure (e.g. department, office, district), program structure, object, project, activity, revenue or by any user-defined data field and parameters.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
132	The system shall provide the ability to run system integrity/exception reports (e.g., batches out of balance, batches with no headers, intradepartmental accounts out of balance, override transactions), based on user-defined criteria (e.g., on daily, weekly, or monthly basis).	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
133	The system shall provide the ability to generate the following reports, based on user-defined criteria, including but not limited to the following:	GL Reporting						
134	Chart of Accounts and Definitions by Fund, by Appropriation, by Organization Structure (any level), by Object Code or Account Ranges	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
135	Listing of Closed Accounts	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
136	Detail Expenditure/Expense Transaction List (including beginning balance and expenditures/expenses for each expenditure/expense account for MTD and YTD) and inception to date.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
137	GL transaction detail report including beginning balance, debit amount by date, date of credits and amount, relevant references, and ending balance as of a specified date	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
138	GL, which includes summary of transactions, by user-defined criteria (e.g., batch type, activity, fund), for user-defined time period (e.g., monthly, month to month with YTD totals).	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
139	The system shall provide the ability to generate a report of financial transactions listed by user-defined parameters (e.g., date, organization structure, accounting period, program, project, source, account).	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
140	The system shall provide the ability to generate reconciliation reports of transactions posted to the General Ledger, based on user-defined criteria.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
141	The system shall provide the ability to generate a reconciliation report of transactions posted in enterprise-wide ERP and to external financial systems including transactions recorded for financial reporting purposes only	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
142	The system shall provide the ability to generate edit reports for all batch entries, including but not limited to, journal entries, receipts, payroll, payables, checks and budget entries.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
143	The system shall provide the ability to generate reports of daily transactions entered, based on user-defined criteria (e.g., by organization structure, by program structure, by project structure).	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
144	The system shall provide the ability to generate audit trail reports, with the ability to drill down to the individual transactions or print activity totals by user-defined criteria (e.g., date, transaction type).	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
145	The system shall provide the ability to print comparative revenue and expenditure/expense statements using different periods (e.g., current year nine month period to entire prior year, or to same or different nine month period in the prior year).	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
146	The system shall provide the ability to generate reports, based on user-defined criteria, including but not limited to:	GL Reporting						
147	The ability to produce reports that include columns with individual funds/sub-funds combining totals of the individual funds/sub-funds for the current period and combining totals of the individual funds/sub-funds for prior periods based on user-defined parameters.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
148	The ability to produce individual lines that equal individual accounts, combined accounts (contiguous or non-contiguous), etc.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
149	The ability to produce various subtotal and total lines throughout the reports, as needed.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
150	The ability to have an option for organizational structures, which have been reorganized, to link data for current organization structure with that from structure prior to reorganization, for financial reporting purposes.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
151	The ability to link specific accounts, totals of accounts, and other information on the general ledger to notes to financial statements.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
152	The system shall provide the ability to copy and modify existing financial statements, based on user-defined criteria (e.g., for use with new funds) and authorization.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
153	The system shall provide the ability to set up an unlimited number of customized report profiles, based on user-defined criteria (e.g., all of the reports, statements, and charts that the department runs for a specific fund and for the CAFR).	GL Reporting	X					Oracle Enterprise Performance Management Enterprise Cloud Service
154	The system shall provide the ability to choose collation sequences and quantities for standard reports, financial statements and transmittal letters.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
155	The system shall provide the ability to design financial statements and reports with an easy to use row and column matrix similar to Windows-based spreadsheet tools.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
156	The system shall provide the ability to select from a variety of printing options to customize documents for each of the funds and financial statements.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
157	The system shall provide the ability to produce comparative reports, including comparing a wide variety of current periods and prior periods.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
158	The system shall provide the ability to do multi-level comparative reporting, with the option to print each key organization, division, program, fund and other levels side-by-side on the same report.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
159	The system shall provide the ability to format transmittal letters, cover sheets and tables of contents that can be copied and modified, from one fund to another fund and to add financial notes and comments.	GL Reporting	X					Oracle Enterprise Performance Management Enterprise Cloud Service
160	The system shall provide the ability to communicate financial/budget information by illustrating trends and fluctuations through the use of graphs and other visual information.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
161	The system shall provide the ability to produce monthly appropriation reports which identify appropriations, allocation, reallocations, expenditures, reimbursements, encumbrances and unallocated available balances.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
162	The system shall provide the ability to produce monthly cash and appropriated and unappropriated receipts/revenue reports in order to effect complete reconciliation based on user-defined criteria and workflow (e.g., reconciliation between department reports with DAGS financial statements).	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
163	The system shall provide the ability to report on indirect costs and related distribution to direct programs and/or organizational units at any level of the organizational and program hierarchy.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
164	The system shall provide the ability to generate balance sheet and operating statements at any point in time, based on user-defined criteria.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
165	The system shall provide the ability to generate a report of organizational structure and codes.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
166	The system shall provide the ability to generate a prior year appropriation report, which displays a summary of transaction activity, from inception of appropriation to the end of the prior year.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service

Encumbrances			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	The system shall provide the ability to automatically pre-encumber funds via purchase requisition/contract request document based on user-defined criteria/thresholds.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
2	The system shall provide the ability to automatically encumber funds via purchase order (including blanket orders)/contract transaction, for multiple line items, based on user-defined criteria/thresholds and approvals.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
3	The system shall provide the ability to check available funds for transactions, based on user-defined criteria (e.g., fund, allocation, allotment).	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		Funds are checked against the control budget. Use control budgets to check the spending against a ledger, project, or both, and apply validations during budgetary control. You can specify the segments, budget periods, currency, control level and tolerance.
4	The system shall provide the ability to validate account classification values (i.e., organization, program, object, fund, appropriation).	Encumbrance Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
5	The system shall provide the ability to display a warning message and/or stop the transaction if appropriations/budget authority are unavailable/insufficient, based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
6	The system shall provide the ability to pre-encumber and encumber funds for the future fiscal year before the current fiscal year closes or before enactment of the new fiscal year budget, based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
7	The system shall provide the ability to liquidate a pre-encumbrance and encumber funds automatically when a purchase document is generated from a purchase requisition.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
8	The system shall provide the ability to liquidate a future fiscal year pre-encumbrance/encumbrance when the future fiscal year becomes the current fiscal year, and to establish a current year encumbrance.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
9	The system shall provide the ability to automatically modify encumbrances at the purchase order/contract line item level, based on purchase order/contract document changes (e.g., decreases/increases in item quantity and/or dollar amount, cancellations/back orders, returns).	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
10	The system shall provide the ability to cancel an entire or partial purchase document (e.g., PO) and to automatically liquidate the encumbrance.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
11	The system shall provide the ability to roll outstanding encumbrances (e.g., PO, contract) to any fiscal year and liquidate old encumbrance in prior years, based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
12	The system shall provide the ability to track encumbrance liquidation, by user-defined payment type (e.g., procurement card, direct transfer, claim schedule, expense advance, cancellation).	Encumbrance Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
13	The system shall have the ability to automatically encumber for taxes, based on multiple shipping destinations and different tax rates.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
14	The system shall provide the ability to automatically encumber for shipping & freight charges, based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		

Encumbrances			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
15	The system shall provide the ability to validate the coding of manually entered, adjusted and liquidated encumbrances based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		Validation includes making sure the account codes selected are valid.
16	The system shall provide the ability to set a percentage threshold for the payment of encumbrances overages, with approvals to override, based on user-defined criteria.	Encumbrance Accounting	X							Oracle Cloud allows you to set override approvals but not based on percentage thresholds. When percentage threshold (Budget Tolerance Percentage) is in place the encumbrance may pass budgetary control without override or override approval if within the Tolerance Percentage. Override comes into play when the budget and tolerance limit are exceeded.
17	The system shall provide the ability to track encumbrances and encumbrance history, based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
18	The system shall provide the ability to track encumbrances by multi-year contracts, based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		Oracle can track encumbrances into future years but the future year ledgers will need to be opened and budget entered.
19	The system shall provide the ability to generate encumbrance reports, based on user-defined criteria (e.g., vendor, any level within accounting classification, purchase document number).	Encumbrance Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
20	The system shall provide the ability to manually enter, adjust, correct, and liquidate an encumbrance, based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		Typically these adjustments are made to the originating transaction.
21	The system shall provide the ability to track the total amount of encumbrance liquidations by user-defined code, organizational unit, by program, by fund, by appropriation, by object of expenditure code, by fiscal year, and by other user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
22	The system shall provide the ability to identify and calculate amount available for disencumbrance, based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud		
23	The system shall provide the ability to identify all or partial encumbrances as obligations for year end reporting.	Encumbrance Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
24	The system shall provide the ability to roll over the balance of encumbrance for continuous appropriations in the new fiscal year, based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
25	The system shall provide the ability for "mass closing"/full liquidation of purchase orders/contracts based on user-defined criteria (e.g., allow for authorized exceptions, such as contracts greater than 5 years old approved by Comptroller).	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
26	The system shall provide the ability to encumber payroll based on user-defined criteria (e.g., casual pay for July 5th payroll).	Encumbrance Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		A process can be created during implementation to allow for a encumbrance journal entry to be created after payroll is run.

Accounts Payable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	Vendor search by any part of the name	AP Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
2	Vendor search by address	AP Inquiries		X				Oracle Fusion Enterprise Resource Planning Cloud Service		
3	Vendor-aged balance inquiry, showing balances broken down by user-defined aging periods with drill down into invoice detail from balances	AP Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
4	All online inquiries allow drill down to invoice image	AP Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
5	Online drill-down to purchase order details	AP Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
6	Invoice search by part of invoice number	AP Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
7	Invoice search by amount	AP Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Payables inquiries are available in the user interface and in Business Intelligence reports. CherryRoad has a library of prebuilt reports which can be integrated easily with Oracle BI tools.	
8	Invoice search by date	AP Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
9	Check search by check number	AP Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
10	Check search by amount	AP Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
11	Monthly Invoice register	AP Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Oracle has seeded reports and Business intelligence reports and dashboards for accounts payable.	
12	Account details by vendor	AP Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
13	Monthly check register by account	AP Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
14	Overdue invoices	AP Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
15	Invoice batch report	AP Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
16	Prints checks from multiple bank accounts	Checks	X					Oracle Fusion Enterprise Resource Planning Cloud Service	This would be on different pay runs.	
17	On-demand check register for bank replenishment	Checks	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Accounts Payable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
18	Interface with a central processing agency to produce checks	Interface	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Integration with central processing agency is available and CherryRoad has experience creating and implementing the integration.
19	Ability to download transactions on a daily basis from other processing systems for direct payment	Interface	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Importing transactions from other systems is a part of system functionality.
20	Ability to import purchase order (PO) data from external purchasing systems	Invoice Matching	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
21	Two-way matching (invoice to PO) against PO data (if vendor has its own purchasing functionality) or imported PO data	Invoice Matching	X					Oracle Fusion Enterprise Resource Planning Cloud Service		After Purchase Order import, Purchase Orders to Invoice two-way matching for integrating applications that have their own purchasing functionality is available.
22	Ability to match AP invoices with POs imported from external purchasing system	Invoice Matching	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
23	Mismatch conditions with user-defined tolerances with automatic warning/hold	Invoice Matching	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
24	Automatic release of mismatched invoices for payment when updated PO details are entered or imported into the system	Invoice Matching	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Invoice Validation is a process that can automatically release Invoices on hold after PO Details are entered or Imported.
25	Ability to process approved invoices for payment before the due date	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The ability to process invoices prior to due is available.
26	Ability to configure flexible workflows for delegation of authority for invoice approvals	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
27	Online entry of invoices	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
28	Invoices can be imported electronically based on specified import formats (e.g., PDF, XML etc.).	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Invoices can be imported as well as Optical Character Recognition (OCR).
29	System supports debit/credit memos	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
30	Invoices may be entered in batches	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
31	System defaults line item details automatically from purchase order (PO), where vendor provides procurement functionality	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Invoice entry methods when referencing Purchase Orders automatically provide line details from the Purchase Order.
32	System highlights duplicate invoice numbers from the same vendor	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Invoice entry checks for duplicate invoices.
33	Supports freight charge processing	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Freight charge processing on invoice lines is available.
34	System allows multiple GL distributions per invoice line item	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		GL distributions can be split as needed on invoice lines.
35	GL distributions may be split by percentage	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Accounts Payable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
36	GL distributions may be split by amount	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
37	GL distributions may be split by quantity	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
38	The system permits a user to establish and maintain recurring invoices and includes these items in cash requirements reporting (for example rent)	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Recurring invoices can be created with functionality to automatically create the invoices in cases like rent.	
39	Integrated invoice scanning capability with optical character recognition (OCR)	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	OCR invoice scanning automatically creates invoices and details with the attached document for review.	
40	Invoices are routed to multiple approvers using workflow capabilities in the system	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
41	Users can attach comments to the invoice	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Comments and attachments are available.	
42	Invoice electronic record (e.g., PDF, XML file) may be attached to and viewed from transaction record	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Attachments are available and viewable from the invoice.	
43	Invoices may be entered to future accounting periods while current period is open	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Assuming the future period is open.	
44	Ability to put approved invoices on hold; query to determine invoices on hold	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Holds are available and the user interfaces has built in reporting tiles on the user interface to show holds and the invoice statuses.	
45	Invoice due date and payment discount terms determine when an item is selected for payment and user overrides are allowed	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Overrides are available to change payment terms.	
46	System allows the calculation of interest rates (predetermined by user) on overdue invoices	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
47	Can process late payment charges if accepted	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
48	Capability to support vendor rebate accounting; payment discounts are calculated automatically once vendor invoice terms and conditions input	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Payment discounts and terms are standard functionality.	
49	Provide a tool to receive goods and track them against POs already in the system (without requiring implementation of an inventory management module)	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Inventory management is not necessary to implement 3-way matching.	
50	Three-way matching (invoice to PO and goods received) against PO data (if vendor has its own purchasing functionality) or imported PO data	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	3-way matching can be implemented with outside imported purchase orders.	
51	E-signature workflow integration to enable invoices to be routed to the appropriate SOH staff members for review and signoff approval	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Approvals can be configured to allow SOH staff approvals.	
52	Mobile app approval of a payable, with configurable workflow to enable centralized approval of payment/ future payment date based on terms	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Oracle allows approval via email which can be used on mobile devices.	

Accounts Payable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
53	Ability to select 1099 payments based on Vendor Master profile and electronically submit to the RS	Legal Compliance	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The 1099 Report provides the total US 1099 miscellaneous payments for a US 1099 supplier and generates US 1099 forms for each tax reporting entity in an organization.
54	Ability to accept an inbound 1099 payment transaction file from another application and merge with the current file for submission	Legal Compliance	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Transactions can be loaded into the system for the purpose of creating the 1099 but supplier and invoice records would be created so the 1099 process has the proper info.
55	Ability to make changes after the initial submission and electronically submit to the IRS	Legal Compliance	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
56	Positive Pay - provide an outbound file of payment transactions to a financial institution prior to issuance of payment checks and direct deposits	Legal Compliance	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Postive Pay file can be set to automatically transmit file to inform bank of payments.
57	System supports direct payment of invoices (i.e., without a purchase order record)	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Invoices created without Purchase Orders with all required fields and approvals can be paid.
58	System provides ability to require specific attachments (e.g., receipt, HCE compliance, etc.) before releasing payments	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
59	Supports the ability for field processors to send invoices direct to check payment without central processing approval	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Approvals are configurable and invoice validation is the requirement to process payments.
60	System supports ACH payments	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Payment through ACH are made by transmitting payment files to the bank.
61	System supports open item processing	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
62	User may choose to take the payment discount even though the due date has expired	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
63	Individual invoices may be flagged to prohibit payment on the next check run	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Invoices may be placed on hold to prevent payment or removed from a payment run.
64	Individual invoices may be selected for early payment	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
65	User may select to pay invoices based on due date	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Pay from and pay through dates are available for selection.
66	User may select to pay invoices based on vendor	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
67	User may select to pay invoices based on invoice number ranges	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Invoices can be selected in ranges based on pay group, invoice group, supplier type, and other criteria.
68	User may choose multiple invoices for payment on one check and/or one invoice per check	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Accounts Payable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
69	Capability to stop payment on checks (for example, checks outstanding longer than six months) and initiate escheat process based on check void date	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the ability to stop/void payments and also provides a standard report on outstanding payment. The State would use this report to start the escheat process.
70	System supports manual payments	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Manual Quick payments are available
71	Online payment run preview that allows users to deselect items from the payment run before producing checks	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The processing options for a payment process request determine the level of automation for that request. You can stop the request to review selected installments.
72	Payment runs may be restarted with appropriate check number sequence controls (including voiding damaged checks)	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
73	Payments may be made by one legal entity/business unit on behalf of other legal entities/business units (centralized payment processing 'DAGS')	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
74	Ability to pay without an invoice (evaluated receipts settlement)	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
75	System supports electronic funds transfer (EFT) based on vendor preference with email communication to vendor	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Vendor configuration determines EFT preferences
76	Automated notifications/alerts may be generated and routed to the appropriate staff member(s) when payments due dates are approaching on open invoices	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
77	Payment timing for approved invoices may be automated based on contract terms (i.e., funds would be encumbered upon invoice approval, and the system would automatically disburse funds based on preconfigured business rules and payment due date calculations)	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Payment timing can be automated based on contract payment terms
78	System supports State of Hawaii General Excise Tax (GET), including different rates between Oahu and Neighbor Islands	Taxes	X					Oracle Fusion Enterprise Resource Planning Cloud Service		State of Hawaii General Excise tax is configurable based on tax jurisdictions
79	System supports GET exemptions	Taxes	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Tax exemptions for GET are configurable
80	Taxes calculated at invoice line level and compared to net/tax/gross at header level	Taxes	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Tax calculations accumulate to the header from the lines are included in invoice validation processing
81	Tax rate changes may be entered in advance of actual date of change	Taxes	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Effectivity functionality allows configuration of future tax rates
82	System has a portal for vendors to update their account details online; details to include payments (i.e. payment date, payment amount, check number, invoice number, etc.) and outstanding invoices	Vendor Portal	X					Oracle Fusion Procurement Cloud Service		Supplier Portal allows configurable access to allow users varying security levels based on their role to view and edit their own details
83	System has a portal for vendors to access their own account details	Vendor Portal	X					Oracle Fusion Procurement Cloud Service		
84	System has a portal for vendors to interact with AP staff and correct/update invoice data	Vendor Portal	X					Oracle Fusion Procurement Cloud Service		

Accounts Payable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
85	Multiple remits to address are available for a vendor	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
86	Vendor records may be grouped into buy from/pay to relationships	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
87	Vendors may be grouped into multilevel hierarchical structures to represent parent/subsidiary relationships	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Vendors are created via conversion import with a hierarchical structure with multiple available Remit To and Purchase Addresses.	
88	Vendor hierarchy data may be imported from external source (for example, Dun & Bradstreet)	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
89	Vendors may be assigned a payment priority	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
90	Vendors may be put on hold	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
91	System maintains a vendor monetary amount for individual transactions and overall balance (with warning/hold processing if invoices exceed these limits)	Vendor Processing	X					Oracle Fusion Risk Management Cloud Service		
92	Support for one-time vendors	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
93	Invoice entry defaults defined at vendor level (for example, terms code)	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
94	System support accounts payable (AP)/accounts receivable (AR) netting to calculate net vendor balance (can optionally be used in payment processing)	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
95	Supports specific vendor processing, such as minority vendor tracking	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Business Relationship tracking allows configurable values to manage minority vendor tracking.	
96	Ability to share vendor file between legal entities/business units (a vendor record does not have to be defined multiple times for each legal entity/business unit)	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	There is a single Vendor record that is enabled across the business units.	
97	Vendors may be grouped/analyzed using coding elements that are separate from general ledger (GL) code segment values	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Accounts Receivable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	Ability to share customer file between legal entities/business units (a customer record does not have to be defined multiple times for each legal entity/business unit)	Customer Data	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Customers are entered in a central Customer Registry and shared across all Business Units.
2	System has a portal for customers to interact with collection agents and correct/update disputed and open items	AR Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Bill Management allows Collections and Receivables team to register external customer contact(s) in the application to manage, pay, print and dispute their own transactions.
3	Customer search by any part of the name	AR Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle supports wildcard searches.
4	Customer search by address	AR Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle uses Vertex to maintain accurate jurisdiction information for state, county, city and Postal codes.
5	Customer aged balance inquiry, showing balances broken down by user-defined aging periods with drill-down into invoice detail from balances	AR Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows users to define user defined Aging Buckets.
6	Customer aged balance inquiry as above, but showing base currency balance analyzed by transaction currencies	AR Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
7	Customer aged balances can be viewed by customer groups hierarchically online, with ability to drill through levels of detail online	AR Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
8	Customer aged balance inquiry may be run at any level of the customer hierarchy	AR Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
9	AR trial balance (receivable GL account balances analyzed by customers)	AR Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Receivables Aging by General Ledger Account Report lists all accounts balances by customer and GL Accounting data.
10	Aging analysis analyzed by customer	AR Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Customer Account Detail page allows users to analyze Customer by open receivables, Payment due, Pending applications and transactions in dispute.
11	Overdue accounts report (all customers with items overdue by a user-specified period)	AR Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
12	Cash receipts register	AR Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Cash Receipts can be recorded in Oracle AR but is best done in an integrated Cashiering application.
13	Ability to track AR in a standard manner across all, giving centralized visibility into system-wide AR, both in aggregate and in detail	AR Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
14	Cash receipts and applications may be entered online	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Cash Receipts can be recorded in Oracle AR but is best done in an integrated Cashiering application.
15	Cash receipts may be entered in batches	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Standard Receipts (related to Invoice) can be entered in bulk using an ADFdi Spreadsheet template.
16	Cash receipts may be applied to open items directly from online entry screen	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Cash Receipts can be recorded in Oracle AR and applied to an open receivables.
17	Supports credit card refunds	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Credit Card Processing requires third-party CyberSource.

Accounts Receivable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
18	Automated electronic funds transfer (EFT) lock box processing	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Lockbox transactions are processed as part of the Bank statement file process.
19	Supports automated clearing house (ACH) transfers	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		ACH transactions are processed as part of the Bank statement file process.
20	Supports credit card payments	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Funds Capture allows users to use electronic payment methods, such as credit cards, debit cards, debits of bank accounts to initiate payment from payees.
21	Supports ACH debit/credit payments	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
22	Supports bills of exchange	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
23	Cash application may be performed online with ability to select/deselect items and see remaining unallocated cash balance	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
24	Cash receipts may be applied to invoices in multiple currencies with automatic write-off of exchange differences within user-defined limits	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
25	Automated cash matching by customer/invoice ID	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
26	Automated cash matching by user-defined rules (for example, match by most overdue first)	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
27	Users can create new financial measures and key performance indicators (KPIs), which are then available for inclusion in existing dashboards	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
28	Automated cash application based on period balance	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
29	Results of automated cash matching process may be viewed and amended online	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
30	System supports partial payments	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
31	User-defined statement formats	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The delivered BIP reports 'Generate Statement' report can be customized per customer needs.
32	What you see is what you get (WYSIWYG) statement designer	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using BI Publisher, the reports can be designed to exact specifications.
33	Statements may be produced in batch or on-demand by users	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
34	Consolidated statements may be produced for any level of the customer hierarchy	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
35	Statement formats may be different by customer class	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Accounts Receivable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
36	System provides user-defined rules for creation of reminder letters	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle delivers four pre-configured dunning letter templates that can be personalized to meet business requirements, such as company logo, or changing the text in the template itself.
37	WYSIWYG reminder letter designer	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using BI Publisher, the reports can be designed to exact specifications.
38	Reminder letters/statements may be grouped into collection cycles	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle delivers four dunning letter templates, the soft, medium, hard, and final based on the collection cycle.
39	Collection cycles must allow for at least <i>n</i> stages	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Collection Strategies allow organizations to define different collection strategies for different risk scores. The Collection strategies can identify the different stages.
40	Online preview of reminder letters	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Dunning letters can be printed in Draft mode for preview.
41	Individual open items may be flagged for exclusion from reminder letters	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows users to manually exclude a past due item from dunning.
42	Ability for collection agents to document interactions with customers	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Users can record all collection activities i.e., dunning call, follow-up call, to-do, meeting, etc. They can also use the Notes feature to record details of an interaction.
43	Customer interaction record supports attachments (for example, Word documents)	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Users can record a collection activities to record an interaction with the customer. They can upload any attachment for reference.
44	Online collection agent task lists	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		A collection strategy groups a sequence of tasks to help complete a collection process
45	Ability to prioritize tasks in accordance with user-defined rules	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Collections strategy organizes tasks in a sequence to allow efficient tracking and collaboration to complete the collection process.
46	Ability to define collection strategies and identify appropriate customers/open items for action (for example, most collectible items or maximize cash inflow)	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
47	Ability to define scripts for collection agents	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
48	Ability for collection agents to reprint invoices, statements and reminder letters on demand	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
49	Automatic write-offs when short payments are accepted	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Create Automatic Receipt Write-off process can automatically write off remaining balances based on percentage of original Invoice amount, etc.
50	Shared service support (ability to manage customer invoices, remittances and collection processes across multiple entities/business units from one sign on)	Customer Portal	X					Oracle Fusion Enterprise Resource Planning Cloud Service		A collector or Collector Group can be assigned to one or more customers across Business Units for shared service collections.

Accounts Receivable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
51	System has a portal for customers to access their own account details online	Customer Portal	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Bill Management allows customers to review outstanding transactions, credit memos, monitoring disputes, and make online payments.
52	System has a portal for customers to update their account details online	Customer Portal	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Some, but not all information may be viewed/updated by customers. Other information must be updated by authorized SOH users.
53	Comprehensive customer master to enable online payment acceptance from parents, with online payments automatically posting to the GL or appropriate subledger	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
54	Customers may be grouped/analyzed using coding elements that are separate from general ledger (GL) code segment values	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
55	Customer records may be grouped into bill to/pay from relationships	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Users can establish account and paying relationships between customer to identify whether on Customer can pay for the transactions of each other.
56	Customers may be grouped into multilevel hierarchical structures to represent parent/subsidiary relationships	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Customers can be grouped hierarchically into hierarchical paying relationships or directly into an account relationship.
57	Customer hierarchy data may be imported from external source (for example, Dun & Bradstreet)	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
58	Credit limit specified by customer	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Credit Limits can be maintained as part of each customer's credit profile.
59	Customers automatically placed on hold when credit limit exceeded	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
60	Credit limit checking can be applied to a parent-company level (balance exceeded at a summary level in the customer hierarchy places all subsidiaries on hold)	Customer Processing	X					Oracle Fusion Order Management Cloud Service		Credit Limits can be maintained at the individual company level or at the party level hierarchy.
61	Integrated customer credit checking with external source (for example, Dun & Bradstreet)	Customer Processing					X	Oracle Fusion Enterprise Resource Planning Cloud Service		This feature is currently planned as a future enhancement, however its post 12 months with no timing on delivery. More information can be viewed in on our Roadmaps located in Section 4 of the technical response.
62	Customers may be assigned to user-defined classes for processing (for example, national accounts)	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle extension fields called DFFs can be used to track additional classification attributes.
63	Customers may be put on hold	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
64	System maintains a customer monetary amount limit for individual transactions and overall balance (with warning/hold processing if invoices exceed these limits)	Customer Processing	X					Oracle Fusion Order Management Cloud Service		
65	Support for one-time customers	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		There is no concept of one-time customer. A customer can be inactivated after the first use.
66	One-time customers are deleted when their accounts receivable (AR) balance is zero	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Customer records may be inactivated, but not deleted.

Accounts Receivable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
67	System support accounts payable (AP)/AR netting to calculate net customer balance	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Netting agreements, AR and AP transactions can be netted
68	Ability to create late payment/finance charges	Disputes	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Use interest tiers and charge schedules to assess increasingly higher late charges the longer a payment is overdue.
69	Ability to flag items as "in dispute"	Disputes	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows users to record a Dispute against a delinquent transaction.
70	Disputed items can be excluded from collection processes	Disputes	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Once a dispute is approved, the appropriate credit memo is created automatically.
71	The system shall provide the ability to identify originator and each modifier of an AR document(s), based on user-defined criteria (e.g., by user ID date/time).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
72	The system shall provide the ability to track AR based on user-defined criteria (e.g., organization/ department, program, object, fund, appropriation, source, project, invoice number, vendor name/number, check number, type of AR, receipt number, contract number).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
73	The system shall provide the ability to receive full or partial payments based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Receivables can record partial payment and apply them toward the original Receipt amount.
74	The system shall provide the ability to capture miscellaneous information in free-form fields attached to AR/customer accounts and invoices.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		May require the use of DFF to capture structured information.
75	The system shall provide the ability to reclassify AR from one account to another account, based on user-defined authorization and criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
76	The system shall provide the ability for both manual and/or auto generation of AR account/customer numbers.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle support Auto numbering for Customer numbers.
77	The system shall provide ability to categorize types and sub-types of AR accounts/customers based on, but not limited to, the following: business, individual, interdepartmental billing, government, non-profit organization, employees.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
78	The system shall provide the ability to track and maintain customers based on user-defined parameters (e.g., customer name/number, bill to address, location, customer contact, user-defined customer type, penalty eligibility status).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
79	The system shall provide the ability to include account history on AR account/customer statements based on user-defined criteria (e.g., aging buckets).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
80	The system shall provide the ability to establish multiple, user-defined dates on AR account/customer records (e.g., credit card transaction date credit card expiration date).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Credit Card Processing requires third-party CyberSource.
81	The system shall provide integration between payables and receivables.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Offerings and products within the Oracle ERP Cloud products are tightly integrated at the database level.
82	The system shall provide the ability to interface and report data from external departmental revenue systems based on user-defined criteria (e.g. department appropriation source).	Interface	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Accounts Receivable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
83	The system shall provide the ability to interface data from external systems, for use in generation of receivables, including but not limited to: vehicle identification number.	Interface	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
84	The system shall provide the ability to manually and/or automatically assign unique invoice numbers, based on user-defined criteria (e.g., sequentially).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Enable Sequential Numbering Profile Option to auto number Invoices.	
85	The system shall provide the ability to identify and track invoices based on user-defined parameters.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
86	The system shall provide the ability to track AR account/customer records based on user-defined criteria (e.g., payment terms, late fees rates).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
87	The system shall provide the ability for decentralized entry of AR invoices.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
88	The system shall provide the ability to generate invoices, based on user-defined invoice templates (e.g., aging buckets).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
89	The system shall provide the ability to create different types of user-defined invoices, based on user-defined criteria.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
90	The system shall provide the ability to produce invoices based on user-defined parameters (e.g., AR Type; billing cycles).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
91	The system shall provide the ability to automatically prorate billings based on user-defined criteria.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
92	The system shall provide the ability to determine an appropriate rate based on specific field information (e.g. rate based on date/time).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
93	The system shall provide the ability to post AR invoices to the G/L, based on user-defined criteria (e.g., automatically, manually).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Generate Accounting functionality can be run adhoc for a single receipt or in batch for all eligible receipts.	
94	The system shall provide the ability to defer or place on hold billings/invoices, based on user-defined criteria (e.g., continue or place on-hold accumulation of interest charges).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
95	The system shall provide the ability to automatically generate recurring invoices/billings, with an end date or end amount, and with the ability to adjust an invoice based on user-defined parameters.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Recurring Bill plans allows users to create recurring Invoices.	
96	The system shall provide the ability to combine multiple charges for the same AR account/customer on a single invoice, with separate itemization of each charge.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
97	The system shall provide the ability to select an invoice(s) to be suppressed from printing, based on user-defined criteria (e.g., invoice type).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
98	The system shall provide the ability to print multiple copies of invoices and reprint invoices/replacement invoices, based on user-defined criteria (e.g., duplicate invoices/statements marked as "duplicate"; replacement invoices not marked as "duplicate").	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
99	The system shall provide the ability to electronically distribute invoices to selected AR accounts/customers with user-defined control and notification.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Print Receivables Transactions process can email PDF versions of the Invoices to the Customer contact.	

Accounts Receivable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
100	The system shall provide the ability to calculate, bill, and/or waive late charges, interest (e.g., one-time or compounded), penalty fees and other user-defined fees (e.g., collection fee), based on user-defined criteria (e.g., State policy; Department policy, program policy).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Late Charge Schedules, organizations can define custom late charges including tiered charges.
101	The system shall provide the ability to track and report on late fees, interest, and other user-defined fees.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
102	The system shall provide the ability to print fee detail on invoices, based on user-defined criteria.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle Receivables allows users to adjust Invoices using the Manage Transaction Adjustment feature along with Adjustment reason and other details.
103	The system shall provide the ability to correct, modify or reverse invoices, based on user-defined security, workflow, audit history and thresholds.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle Receivables allows users to adjust Invoices using the Manage Transaction Adjustment feature along with Adjustment reason and other details.
104	The system shall provide the ability to make changes (e.g., corrections, modifications, or reversals) to posted transactions through correcting entries.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
105	The system shall provide the ability to link the original invoice number to subsequent invoice adjustments and modifications.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Invoice adjustments are inherently associated with the original Invoice.
106	The system shall provide the ability to create a custom-designed invoice based on user-defined criteria (e.g., AR Type).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
107	The system shall provide the ability to process internal billing, including journal entries to transfer funds.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
108	Supports aging calculations that are based on user-defined time periods	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows organization to define custom Aging buckets for tracking customer balances.
109	Ability to import approved invoices from external billing systems	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Use the AutoInvoice file-based data import spreadsheet to import external billing data.
110	Integration with order processing module (if vendor provides it)	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service; OPTIONAL: Oracle Fusion Order Management Cloud Service		
111	Online entry capability for low-volume invoices	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
112	Recurring invoice entry capability	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Recurring Bill plans allows users to create recurring Invoices.
113	Write-off journals with user-defined reason codes and automated GL p	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Remaining Unapplied amount on a receipt can be written off either manually or automatically based on amount.
114	Adjustment journals (for example, transfer payments between accounts) with automated GL postings if required	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
115	Capability to systematically adjust for generally accepted accounting principles related to revenue recognition	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

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116	Ability to create credit memos/refunds	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Receivable allows users to create a credit for an entire credit an entire invoice or individual transaction lines using either a Credit Memo or Refund.
117	Refund creates disbursement request and raises payment if required	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
118	The system shall provide the ability to establish and to track employee payroll accounts receivable (e.g., overpayments), based on user-defined criteria (e.g., employee ID, pay period, A/R Date).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure integration with the State's Payroll System would be built during implementation.
119	The system shall provide the ability to obtain payroll amounts withheld for the purpose of salary overpayment recovery via interface from payroll.	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure integration with the State's Payroll System would be built during implementation.
120	The system shall provide the ability to automate application of employee's salary overpayment recovery to related employee receivable based on user-defined criteria.	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure integration with the State's Payroll System would be built during implementation.
121	The system shall provide the ability to generate a report which tracks receivables for salary overpayments based on user-defined criteria (e.g., reconciles overpayment recovery against related employee receivables).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure integration with the State's Payroll System would be built during implementation.
122	The system shall provide the ability to generate a report which tracks employee advances against related employee receivables.	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure integration with the State's Payroll System would be built during implementation.
123	The system shall provide the ability to identify employee expense claims to be billed as an accounts receivable (e.g., employee travel costs being reimbursed by outside entity).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
124	The system shall provide the ability to generate a collection letter to employees with any amounts owed for advances, based on user-defined criteria.	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
125	The system shall provide the ability to automatically generate customer notifications and correspondence based on user-defined criteria (e.g. notification that payment has been received and account is now current; notification of terminations for delinquent documentation).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
126	The system shall provide the ability to generate and record AR refund request (e.g., for overpayments), based on user-defined workflow and approvals, based on user-defined criteria.	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		When a refund is initiated in Oracle Receivables, it send an request to Oracle Payables for payment.
127	The system shall provide the ability to generate credit memos automatically for approved requests based on user-defined criteria and business rules.	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
128	The system shall provide the ability to write off payment amounts based on user-defined criteria (e.g., discrepancy between payment received and invoice amount).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Create Automatic Receipt Write-offs Process will write off unapplied amounts and closed receipts based on approval limits.
129	The system shall provide the ability to adjust and set late fees, penalties, and interest fees, based on user-defined criteria.	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Use interest tiers and charge schedules to assess increasingly higher late charges the longer a payment is overdue.
130	The system shall provide the ability to create automatic notifications to collection agencies based on user-defined criteria.	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
131	The system shall provide the ability to track the delinquency history of customers based on user-defined criteria (e.g., number of instances of delayed payment).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Accounts Receivable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
132	The system shall provide the ability to post AR collections based on user-defined parameters (e.g., multiple years, multiple funds, program project).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
133	The system shall provide the ability to inquire against and to age pending (e.g., uncleared collections) transactions, with ability to generate notification for required action, based on user-defined criteria.	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
134	The system shall provide the ability to process and track all aspects of a "bad check" or NSF check payment, based on user-defined criteria (e.g., generation of AR; penalty/ bounced check fee).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service	This requirement will be met in the Cash Management Module.	
135	The system shall provide the ability to track dishonored checks by user-defined parameters (e.g., receipt type, user-defined deposit number).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service	This requirement will be met in the Cash Management Module.	
136	The system shall provide the ability to generate notification letter and a new invoice resulting from a dishonored check (include additional fees), based on user-defined criteria and audit trail (e.g., retaining original entry).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
137	The system shall provide the ability to generate a report on open items (e.g., current and past due invoices, debit memos, uncleared collections) and closed items.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
138	The system shall provide the ability to generate a detailed report on AR invoices which have been closed for reasons other than final payment, based on user-defined criteria (e.g., detailed history of steps taken that led to write-off).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
139	The system shall provide the ability to query on and generate a detailed AR aging report, based on user-defined criteria (e.g., sorting by age range of invoices, by organization structure).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	Ability to electronically upload bank statements	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle supports the industry standard BAI2 (Bank Administration Institute) file format for import of electronic bank statements.
2	Ability to automate cash receipts and cash allocation/reconciliation without IT involvement in preparing the data exports for upload	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Use rules, the Auto bank reconciliation process can reconcile Bank transactions to Payables and Receivables transactions.
3	Reconciliation of transactions in user-designated bank accounts	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Bank Statement Reconciliation Matching Rules provides the ability to match transactions to specific bank accounts.
4	User entry of cash items on bank statement	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		For Cash deposits on Bank statements, users can record a corresponding Miscellaneous receipt or External transaction.
5	The system shall provide the ability to interface daily deposit information from financial institutions based on user-defined criteria (e.g., org code, bank/treasury account #, check date, check number, report of deposit number and amount, location code, monthly deposit and other disbursement information).	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
6	The system shall enable bank statement upload for reconciliation of cash transactions.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The transmission and import of Electronic Bank Statement files can be automated for a seamless end-to-end Autoreconciliation process.
7	The system shall support all standard electronic bank statement formats (e.g., BAI2; SWIFT940) based on pre-defined mapping templates and create custom mapping templates for loading user-defined bank statement formats.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle supported BAI2, SWIFT940, and other international electronic bank statement formats.
8	The system shall provide the ability to reconcile bank account statements to the GL.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Cash to General Ledger Reconciliation Report allows users to compare the GL cash account balance against the bank account balance.
9	The system shall provide the ability to perform online bank reconciliation for manual checks, automated checks, and direct transfers based on user-defined criteria.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle's Automatic reconciliation process will reconcile all Payments issues out of Oracle, regardless of payment method.
10	The system shall provide the ability to identify outstanding checks, deposits and adjustments which did not clear during bank reconciliation.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Cash in Transit Report identifies all transactions that have been remitted to the bank but haven't been cleared.
11	The system shall provide the ability to validate, review and correct any data or reconciliation errors online, based on user-defined criteria and business rules.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Auto Reconciliation rules allow users to configure the reconciliation process to their business needs. The results of the Auto Reconciliation process can be overridden and manually reconciled by authorized users.
12	The system shall provide the ability to change the status of a check online without affecting the original receipt/ disbursement transaction, based on user-defined approvals and criteria.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
13	The system shall provide the ability to access or produce financial institution statements and book balance for each account, based on user-defined time period (e.g., calendar month; fiscal period).	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The daily feed of bank statements from the banking institutions with the Opening Balance and Closing balance for each day allows for this capability.

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N	H / M / L		
14	The system shall provide the ability to account for and reconcile bank accounts and provide monthly bank account statements, with deposit and disbursement information; based on user-defined criteria, business rules, and defined tolerance levels.	Bank Reconciliation	X						Oracle Fusion Enterprise Resource Planning Cloud Service	
15	The system shall provide the ability to correct check/deposit amounts without affecting the original receipt/disbursement transaction, and to make online adjustments (e.g., reestablishment of check), based on user-defined authorization.	Bank Reconciliation	X						Oracle Fusion Enterprise Resource Planning Cloud Service	
16	The system shall provide the ability to post checks, deposits, and adjustments to bank reconciliation system, based on user-defined parameters.	Bank Reconciliation	X						Oracle Fusion Enterprise Resource Planning Cloud Service	The Auto reconciliation process automatically reviews all payments and Receipts (deposits) recorded in AP and AR and matches them to the Bank statement transactions based on matching rules.
17	The system shall provide the ability to retrieve and archive paid checks. Images for 10 years/per state statutory retention.	Bank Reconciliation					X			Oracle ERP Cloud does not retain the images of cleared checks. Check image retention is typically a function of the bank.
18	The system shall provide the ability to identify outstanding checks based on user-defined criteria, including but not limited to: by check number, account number, amount, date, payee/vendor, fund, organization, appropriation, user-defined ranges (e.g., date range, dollar range; age range).	Bank Reconciliation	X						Oracle Fusion Enterprise Resource Planning Cloud Service	The Cash in Transit Report identified all Payments that have been remitted to the bank but hasn't cleared.
19	The system shall provide the ability to archive prior period paid and voided check information, and cleared adjustments, based on user-defined parameters (e.g., calendar year, fiscal year).	Bank Reconciliation					X			Oracle ERP Cloud does not currently support archiving transactions.
20	The system shall provide the ability to process and identify returned items (e.g., dishonored checks) and bank adjustments.	Bank Reconciliation	X						Oracle Fusion Enterprise Resource Planning Cloud Service	The daily electronic Bank statement files will include reversal transaction including dishonored checks and NSF transactions.
21	The system shall provide the ability to link adjustments to related AR and/or AP transaction, based on user-defined criteria.	Bank Reconciliation	X						Oracle Fusion Enterprise Resource Planning Cloud Service	The bank statement reconciliation process will match Bank statement transactions to AP and AR transactions, either automatically or manually.
22	The system shall provide the ability to automate the reversal of NSF or rejected receipts	Bank Reconciliation	X						Oracle Fusion Enterprise Resource Planning Cloud Service	System will unreconcile the original bank statement line thereby reversing the Reconciliation status of the associated AP and AR transactions.
23	The system shall provide the ability to track and manage stale-dated checks, based on user-defined criteria.	Bank Reconciliation	X						Oracle Fusion Enterprise Resource Planning Cloud Service	
24	The system shall provide the ability to generate "bank statements", by fund, by organization, by appropriation, by account, by user-defined time period (e.g., daily, weekly, monthly), based on user-defined parameters.	Bank Reconciliation	X						Oracle Fusion Enterprise Resource Planning Cloud Service	
25	The system shall provide "Bank-to-Book" reporting.	Bank Reconciliation	X						Oracle Fusion Enterprise Resource Planning Cloud Service	The Cash to General Ledger Reconciliation Report allows users to compare the GL cash account balance against the bank account balance.
26	The system shall provide the ability to generate an outstanding check register selected by check range, date, and payee/vendor, etc., and other information, based on user-defined criteria.	Bank Reconciliation	X						Oracle Fusion Enterprise Resource Planning Cloud Service	

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
27	The system shall provide the ability to generate bank reconciliation reports at both the detail and summary level, including, but not limited to the following:	Bank Reconciliation								
28	Combination Issues/Paid Report	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Auto Reconciliation can handle one bank statement transaction to many Payables or Receivables transactions.
29	Balancing Reports	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
30	Memos Report	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
31	Deposit Report	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
32	Daily Activity Report	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
33	Check Register	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
34	Check History	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
35	Daily Check Sheet	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
36	Cancel and Voids	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
37	Monthly Totals (e.g., issued; redeemed; outstanding)	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
38	Deposits In Transit	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Cash in Transit Report identified all transactions that have been remitted to the bank but haven't been cleared.
39	Cash in Transit	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Cash in Transit Report identified all transactions that have been remitted to the bank but haven't been cleared.
40	Reconciliation to GL/Trial Balance	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Cash to General Ledger Reconciliation Report allows users to compare the GL cash account balance against the bank account balance.
41	Outstanding Checks	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Cash in Transit Report identified all transactions that have been remitted to the bank but haven't been cleared.
42	The system shall provide the ability to generate notifications based on user-defined criteria (e.g., when the "bank statement" has not been reconciled to G/L; significant reconciling items have not been cleared).	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
43	Integration with Society for Worldwide Interbank Financial Telecommunication (SWIFT)	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle supports SWIFT940 Electronic Bank statement formats.
44	System maintains daily cash book of all cash transactions	Cash Book	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
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45	The system shall provide the ability to generate a unique document identifier for each receipt, based on user-defined numbering convention.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Typically, high volume cash receipts are best managed using a Cashiering solution. However, Oracle has the ability to record receipts as Miscellaneous Receipt or Ad Hoc Payment External transaction.
46	The system shall provide the ability to track receipt and deposit processing, based on user-defined criteria and user-defined business rules.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
47	The system shall provide the ability to record receipts, based on user-defined receipt categories.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		This can be done using Oracle's DFF feature (configurable custom fields).
48	The system shall enable the receipt of funds through multiple payment types and methods, including but not limited to check, wire transfer, EFT, direct debit and credit card, ACH, pre-authorized checking, electronic payments, etc., based on user-defined criteria.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
49	The system shall provide the ability to enter and record cash deposits based on user-defined criteria and business rules (e.g., by subaccount; by default account, such as program ID, based on org ID of depositor; centralized release of postings to GL).	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
50	The system shall provide automated cash receipt capabilities (e.g., interfaced cash receipts are processed against open invoices).	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle's AR allows Standard Receipts to be applied to Open Receivable items such as Invoices, Credit memos, etc.
51	The system shall provide the ability to reprint any receipt.	Cash Deposits/ Receipts			X					Oracle ERP Cloud provides back end office functionality for Accounts Receivable. A third-party cashiering solution might be required for front end acceptance of cash receipts.
52	The system shall provide the ability to correct or reverse the application of cash receipts (e.g., wrong invoice number, date, amount, NSF), based on user-defined criteria and approvals.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle's AR allows Standard Receipts to be applied to Open Receivable items such as Invoices, Credit memos, etc.
53	The system shall provide the ability to track and apply advance collections, pre-pays and overpayments, based on user-defined approvals.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
54	The system shall provide the ability to receive and process miscellaneous receipts.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows users to record a Miscellaneous Receipt for Customer payments that do not have an associated Customer Invoice in Oracle.
55	The system shall provide ability to receive cash without billing or invoicing involved, based on user-defined criteria (e.g., inclusion of cash receipt in cash management report for bank reconciliation).	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows users to record a Miscellaneous Receipt for Customer payments that do not have an associated Customer Invoice in Oracle.
56	The system shall provide the ability to apply/split a receipt/ deposit across multiple funds, multiple years, and other user-defined parameters (e.g., by percentage).	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Receipts can be split across multiple GL Distributions.
57	The system shall provide the ability to spread a single or partial receipt over multiple invoices, by user-defined allocation (e.g., specified percentage per invoice; by age of invoice), and by other user-defined criteria (e.g., invoice number, date).	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Users can apply a Standard Receipt to multiple Customer Invoices or Credit Memos by specific amounts.
58	The system shall provide the ability to apply payments to select invoices and to track and view remaining balances.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Customer Account Details review page provides a detailed view of the remaining balances.

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59	The system shall provide the ability to capture user-defined receipt descriptions and/or comments.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows the ability to record additional information using configurable expansion fields called DFF.
60	The system shall provide the ability to automatically apply receipts based on user-defined criteria (e.g., by customer, by location; by type of revenue) and user-defined percentages.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The AutoApply feature automatically applies receipts based on the AutoMatch rule set.
61	The system shall provide the ability to apply receipt to closed invoices, via re-establishment/re-opening of invoice, based on user-defined authorization.	Cash Deposits/ Receipts	X							Users can Unapply a receipt which reopens all Customer Invoice line that was previously closed by the receipt.
62	The system shall provide the ability to split receipt into principal, additional fees (if any), interest, tax, penalty and other types of fees including, but not limited to, any combination of user-defined parameters.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Oracle Billing, users can record freight charges, taxes, and other fees to a Customer Invoice transaction or to each transaction line.
63	The system shall provide the ability to generate notification of receipt of funds, which is linked to pending expenditures that are on-hold (e.g., payment vouchers which have been held pending receipt of federal funds), based on user-defined criteria and approvals.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
64	The system shall provide the ability to manually process dishonored checks in the system or to accept and load an electronic bank file with dishonored check information.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Dishonored checks are typically included on the Bank statement file using specific bank transaction code and reversal indicator.
65	The system shall provide the ability to automatically post the A/R entry resulting from the dishonored check.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
66	Cash-flow forecast generated based on items in accounts payable (AP) and accounts receivable (AR) modules	Cash Forecasting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Cash position forecasting uses inflow and outflow projections based on AP and AR invoices that are due and overdue, including unpaid or partially paid invoices.
67	Daily cash position forecasting	Cash Forecasting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Cash position forecasting uses inflow and outflow projections based on AP and AR invoices that are due and overdue, including unpaid or partially paid invoices.
68	User-defined cash-flow forecast periods	Cash Forecasting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Forecasts can be run for any number of day by selecting days on the reporting parameter.
69	User entry of cash items not in AP and AR systems	Cash Forecasting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
70	"What-if" analysis based on moving due dates or receipt dates	Cash Forecasting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
71	Forecast cash flow based on pending payments/ encumbered funds and account balances, detect when additional funds are needed in a particular account, and leverage automated workflows to alert the appropriate parties to move additional funds into an account as necessary	Cash Forecasting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Cash position forecasting uses inflow and outflow projections based on AP and AR invoices that are due and overdue, including unpaid or partially paid invoices.
72	The system shall provide the ability to maintain a set of accounts of all monies received and paid, based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
73	The system shall provide the ability to record the segregation of money in the State Treasury from money outside the State Treasury (e.g., agency checking accounts.).	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Cash Balance page allows users to review Cash Position data by individual banks or by Bank Groups.
74	The system shall provide the ability to identify receipts and disbursements and to prepare monthly and point in time cash basis reporting, based on user defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

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75	The system shall provide the ability to enter and record deposits based on user-defined criteria (e.g., by subaccount; by default account, such as program D, based on the org D of the depositor).	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		For Miscellaneous deposits, the system allows users to record the GL Distribution data (Fund, Department, Account, Program ID etc.) For Standard deposits, this information is retrieved from the associated AR Invoices.
76	The system shall provide the data required to maintain cash projections, based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
77	The system shall provide the ability to rollup departmental projections to State-level projections, based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
78	The system shall provide the ability to maintain and report data on cash held within department checking accounts, which are outside of the State Treasury, based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Departmental Checking accounts can be setup for Bank Statement processing to meet this requirement.
79	The system shall provide the ability to process all items currently presented to the State Treasury, and to reconcile items with external departmental systems..	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		External system transactions can be uploaded into Oracle at which point that can be included in the Bank Reconciliation process.
80	The system shall provide the ability to ensure that all disbursements have sufficient cash based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		This can be accomplished with reporting. Oracle is currently evaluating an enhancement to automate this process.
81	The system shall provide the ability to record and identify deposits, based on user-defined criteria .	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
82	The system shall provide the ability to process EFT transactions based on user-defined criteria (e.g., location).	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
83	The system shall provide the ability to process ACH - Credit Cards and debit card, and electronic payment transactions.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CyberSource is required for the token credit card processing.
84	The system shall provide the ability to download and process bank files.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The 'Process Electronic Bank statement' process can retrieve the electronic bank statement file from an accessible external sources and transmit it using various secure industry standard protocols for upload.
85	The system shall provide the ability to generate notifications, when departments submit requests to "draw down" federal funds or to send cash directly to the State Treasury, and to provide data on the amount to be received, expected receipt date, department, contact person, and other user defined information, based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
86	The system shall provide the ability to automatically generate notifications when departments request a wire transfer payment to be received and issued the same day, and to provide data on the amount to be received, expected receipt date, department contact person, and other user defined information, based on user-defined criteria.	Cash Management		X				Oracle Fusion Enterprise Resource Planning Cloud Service	Medium	
87	The system shall provide the ability to maintain and report data on the cash within the State Investment Pool and Bond Investment Pool Programs based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		This would be a function of the application used to manage the Government Investment pool.

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
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88	The system shall provide the ability to record, calculate, and maintain data required by the Cash Management Improvement Act (CMIA), including but not limited to:	Cash Management								
89	Identification of Transactions Funded By Major Federal Programs	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
90	Tracking of Federal Funds Deposits, By Cash/ Redemption Date	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
91	Tracking of Federal Funds Expenditures (e.g., payroll, vendor payments)	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
92	Determination of Clearance Patterns	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
93	Calculation of Federal Portion of Payment (FPP)	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
94	Calculation of Interest pursuant to user/Federal CMIA guidelines	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
95	The system shall provide the ability to generate a report on compliance with the requirements of the Cash Management Improvement Act (CMIA), based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
96	The system shall provide the ability to interface data required for generation of CMIA report from external systems (e.g., DOT-FAST).	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
97	The system shall provide the ability to track and generate a report on direct costs associated with implementing the requirements of the Cash Management Improvement Act (CMIA), based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
98	The system shall have the ability to maintain and report data on the fund, amount, date and number of checks issued and released, based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
99	The system shall provide the ability to project interest earned, by classification structure (e.g., GL account), and incorporate projections into cash flow estimates.	Cash Projections	X					Oracle Fusion Enterprise Performance Management Cloud Service		
100	The system shall provide the ability to incorporate commitments (e.g., purchase orders, contracts, payment vouchers) into cash flow projections, based on user-defined criteria.	Cash Projections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
101	The system shall provide the ability to interface payroll data for purposes of projections for cash flow, based on user-defined criteria.	Cash Projections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Cash Positioning process includes Payroll payments as part of Cash Position and Forecasting reports.
102	The system shall provide the ability to project cash flows from external and feeder systems based on user-defined criteria.	Cash Projections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Cash Positioning process includes External transactions recorded in Oracle as part of Cash Position and Forecasting reports.
103	The system shall provide the ability to analyze projected cash flows based on user-defined criteria.	Cash Projections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
104	The system shall provide the ability to export cash forecasts to MS-Excel and other user-defined formats	Cash Projections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The SmartView Excel add-in allows uses to use MS-Excel to review and analyze the Cash Position reports.
105	System provides an unclaimed property process	Compliance	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

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106	System can maintain investment and loan information	Debt and Investment Management			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
107	Automatic journal entries for periodic interest income and expense	Debt and Investment Management			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
108	The system shall provide the ability to record and track donations based on user-defined criteria and user-defined time period.	Donations	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle AR can record donations as Miscellaneous receipts and account it as such using a Donations Asset Account and revenue account.
109	The system shall provide the ability to prevent duplicate entry of donor record based on user-defined criteria.	Donations	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Private Donors can be recorded as a Customer to fulfil this requirement.
110	The system shall provide the ability to track and report on donations based on user defined criteria (e.g., in compliance with State requirements).	Donations	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Private Donors can be recorded as a Customer to fulfil this requirement.
111	The system shall provide the ability to track and generate multiple versions of acknowledgement (e.g. thank you) letters to donors based on user-defined criteria (e.g., in cases of multiple donations by a single donor, donor shall receive different versions of letter for each donation).	Donations	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
112	The system shall provide forecasting capabilities for cash inflows including but not limited to:	Forecasting	X							A third-party Treasury solution is required.
113	Tax revenues (with at least 12 types of taxes)	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
114	Non-tax revenues (at least 10 types)	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
115	Maturing investments	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
116	Federal funds	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
117	DCCA (Dept of Commerce & Consumer Affairs)	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
118	Bond Sales	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
119	Miscellaneous Inflows (user-defined categories)	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
120	The system shall provide forecasting capabilities for cash outflows including but not limited to:	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
121	Payroll	Forecasting	X							
122	Debt Service	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
123	Welfare	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
124	Capital Improvement Programs	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
125	Employee Benefits	Forecasting	X							
126	Tax distribution to counties	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
127	Miscellaneous Outflows (user-defined categories)	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
128	The system shall have the ability to provide the extensive revenue forecasting functionality required by large revenue collecting departments and the B&F.	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
129	The system shall provide the ability to calculate cash flow (e.g., receipts and disbursements, General Obligation bond cash balance), and to forecast cash position and requirements, based on any level in the organization structure, by user-defined criteria.	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
130	The system shall provide the ability to maintain receipts information, based on user-defined approvals, user-defined time period (e.g., weekly), and user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle ERP cloud does maintain receipt information, however receipt approvals are not available.
131	The system shall provide the ability to extract and compile accruals for receipts, reimbursements, expenditures, and other user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
132	The system shall provide the ability to sort and organize funds into different classifications, based on user-defined criteria for reporting purposes.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
133	The system shall provide the ability to calculate average daily, monthly and quarterly, fiscal year cash balance by fund, appropriation, category, group and organizational unit, in order to adjust these average cash balances as needed, based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the capability to track daily balances for a ledger and calculate the averages over different periods such as Monthly, Quarterly, etc.
134	The system shall provide the ability to track/monitor and comply with the requirements of the Cash Management Improvement Act (CMIA) based on user-defined criteria and user-defined workflow (e.g., workflow between B&F and departments for generation and verification of CMIA reporting).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
135	The system shall provide the ability to post reversing entries.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows users to reverse both invoice-related and non-invoice related receipts and optionally create a Debit memo.
136	The system shall provide the ability to track daily cash position, based on user-defined criteria (e.g., GL account, subsidiary ledger).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
137	The system shall provide the ability to identify/flag pending transactions (e.g., payment vouchers), which can be put on hold, based on user-defined parameters (e.g., cash forecast is negative; Federal cash is available for drawing down, but there is no appropriation authority).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		This can be accomplished by manually flagging the payment. Oracle is currently evaluating an enhancement to automate this process.
138	The system shall provide the ability to flag funds to be utilized first, based on user-defined criteria (e.g., cash on-hand, federal funds).	General					X			This feature is currently planned as a future enhancement, however its post 12 months with no timing on delivery. More information can be viewed on our Roadmaps in Section 4 of the Technical Response.
139	The system shall provide the ability to report fund transfers between bank accounts based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Bank statements will report Transfer In and Transfer Outs for the respective bank accounts.
140	The system shall provide the ability to reconcile unremitted cash by user-defined parameters (e.g., fiscal year, fund, type, source, and appropriation to GL).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
141	The system shall provide the ability to reconcile notices of deposits, based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		A third-party Treasury solution is required for Investment and Debt.
142	The system shall provide the ability to interface with third-party providers for on-line receipts/payments and deposits based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
143	The system shall support the use of lockbox functionality.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle supports the upload of lockbox transactions as part of the BAI2 bank statements interface process.
144	The system shall provide the ability to maintain, track, and query data on securities held to secure deposit balances (HRS Chap.38) based on user-defined criteria, including but not limited to:	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
145	Control Number	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
146	Security Type	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
147	Depositor (i.e., for whom the collateral and securities are being held)	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
148	Depository (i.e., financial institution who has pledged the security)	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
149	Holder (i.e., financial institution who is holding the collateral security)	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
150	Entry Date (official pledge date)	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
151	Category (i.e., what security is being used for)	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
152	Confirmation Date (i.e., the settlement or receipt date of the safekeeping deposit)	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
153	Receipt Number	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
154	Receipt Date	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
155	Description	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
156	Interest Rate of Security	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
157	Due Date	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
158	Par Value	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
159	Rating	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
160	Market Value	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
161	The system shall provide the ability to maintain, track, and query data on collateral securities based on user-defined criteria, including but not limited to:	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
162	Financial Institution	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
163	Deposit - State Amount	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
164	Deposit - Employee Retirement System (ERS) Amount	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
165	Federal Insurance	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
166	Dollar Value of Non-Pass-Through Securities	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
167	Dollar Value of Pass-Through Securities	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
168	The system shall provide the ability to distribute interest earnings to the participants in the State Investment Pool and Bond Investment Programs based on program requirements.	Interest Earnings Allocation			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
169	The system shall provide the ability to maintain data on State Investment Pool Program and Bond Investment Pool Program investments with premiums and discounts, and to amortize the premium and discount on those investments for use in the interest distribution based on user-defined criteria.	Interest Earnings Allocation			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
170	The system shall provide the ability to calculate interest on specified F	Interest Earnings Allocation			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
171	The system shall provide the ability to interface detailed and summary level data from financial institutions based on user-defined frequency (e.g., daily, weekly, monthly, quarterly) and user-defined criteria (e.g., receipts, expenditures, cash balance by bank account, program ID, organization unit).	Interface	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
172	The system shall provide the ability to interface data on cash flows, both actual and projected, from external systems (including an Investment portfolio management system) based on user-defined criteria.	Interface	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
173	The system shall provide the ability to process internal loans (e.g., cash flow loans), including processing entries for borrowing and repayment of specified funds, based on user-defined criteria (e.g., specific funds are designated as available to borrow from).	Loans - Internal			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
174	The system shall provide the ability to establish, track and repay interim financing loans for bonds based on user defined criteria.	Loans - Internal			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
175	The system shall provide the ability to generate a daily cash deposit entry report, based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
176	The system shall provide the ability to generate a daily bank deposit listing, by location and bank account number, based on user-defined criteria (e.g., allocation information).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
177	The system shall provide the ability to generate a daily cash receipt report by batch receipt code, or by other user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		A custom OTBI report can be created to meet this requirement.
178	The system shall provide a cash receipts report based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		A custom OTBI report can be created to meet this requirement.
179	The system shall provide the ability to generate a cash receipts and disbursements report, by fund, appropriation, G/L account, source code, object, program structure, project (including work phase), any level of the organization structure (e.g., statewide, department, group), fiscal year, date, and by revenue/expenditure account or classification.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
180	The system shall provide the ability to generate a cash receipt reconciliation report, by user-defined time period (e.g., weekly, monthly), based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
181	The system shall provide the ability to generate daily cash position statement (Statement of Cash by Fund per HRS) and management reports, based on user-defined criteria (e.g., GL account, subsidiary ledger).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
182	The system shall provide the ability to generate a report on available cash balance and total cash advanced to Subsidiary Account, based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
183	The system shall provide the ability to generate a report on average daily, monthly, and quarterly cash balances, by user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
184	The system shall provide the ability for cash basis reporting which details and summarizes receipts and disbursements (e.g., accounts receivable, accounts payable), based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
185	The system shall provide the ability to generate cash forecast reports reflecting beginning cash, inflows, outflows, and ending balance, by user-defined parameter (e.g., by fund, by appropriation, by month).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Cash forecast reports are provided on a legal entity basis. Cash forecast reports are run by individual or group bank accounts.	
186	The system shall provide the ability to generate a report of interest earned on investments by month and year to date, or other user defined criteria.	Reporting			X				CherryRoad has included Kyriba as the recommended Investment and Debt solution.	
187	The system shall provide the ability to generate a cash management report, which monitors the timeliness of check deposits (e.g., date of check, date check received, date check was deposited, date check was remitted, date check was posted), based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Descriptive Flexfields can be configured to track date fields for reporting.	
188	The system shall have the ability to generate error reports, based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
189	The system shall have the ability to generate cash status report, at summary and detail level, by user-defined parameter (e.g., bank account), based on user-defined frequency (e.g., daily, weekly, monthly, quarterly) and user-defined criteria (e.g., transaction detail by document number; receipts; expenditures; cash balance by bank account, program ID, organization unit).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
190	The system shall have the ability to generate cash control register, including deposits, expenditures and encumbrances, based on user-defined criteria (e.g., by Org ID, By SubOrgID, by document number) and user-defined time period.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
191	The system shall provide the ability to generate cash reports, at summary and detail level, by user-defined parameter (e.g., fund), based on user-defined time period (e.g., weekly, monthly, quarterly, annually), and user-defined criteria (e.g., receipts, expenditures, cash balance by bank account, program ID, organization unit).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
192	The system shall provide the ability to generate reports on securities pledged for collateral based on user-defined criteria, including but not limited to:	Reporting			X				CherryRoad has included Kyriba as the recommended Investment and Debt solution.	
193	Summary of Par and Market Value of Securities Pledged	Reporting			X				CherryRoad has included Kyriba as the recommended Investment and Debt solution.	
194	Collateral Securities Pledged By Banks: enable user-defined valuation as a % of par value.	Reporting			X				CherryRoad has included Kyriba as the recommended Investment and Debt solution.	

Purchasing			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	Unapproved requisitions by requisitioner	Inquiries	X					Oracle Fusion Procurement Cloud Service		Requisition inquiries are available in the user interface and in Business Intelligence reports. CherryRoad has a library of prebuilt reports which can be integrated easily with Oracle BI tools.
2	Unapproved requisitions by approver	Inquiries	X					Oracle Fusion Procurement Cloud Service		
3	Unapproved purchase orders by approver	Inquiries	X					Oracle Fusion Procurement Cloud Service		
4	Open purchase orders by supplier	Inquiries	X					Oracle Fusion Procurement Cloud Service		
5	Open purchase orders by approver	Inquiries	X					Oracle Fusion Procurement Cloud Service		
6	Requisition history (shows requisitioner status of any requisition including related purchase orders, receipts and invoices)	Inquiries	X					Oracle Fusion Procurement Cloud Service		
7	Ability to configure business rules for hard approvals (i.e., preventing an approver from going over a certain limit) and soft approvals (i.e., warning an approver that they are going over their approval limit, while still permitting the approval)	Policy & Compliance	X							CherryRoad has experience in developing approval rules and processes to handle policy and compliance approval rules, including these cases.
8	Ability to configure automatic flagging/ routing of vendor information that does not match across the PO, receipt, and invoice to the appropriate party for review/updates	Policy & Compliance	X							This situation would not occur in the Oracle Fusion applications as it is an integrated solution and the Vendor record is shared across modules.
9	Ability to configure business rules for establishing purchasing and approval restrictions (e.g., maximum dollar amounts allowed by role for any single purchase; maximum dollar amounts allowed by role for purchases in aggregate; restricted items by role, etc.)	Policy & Compliance	X					Oracle Fusion Procurement Cloud Service		
10	Ability to print approved purchase order at the source (ability to override Vendor Master delivery method)	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		Printing and overriding Vendor Master delivery is available from the Purchase Order.
11	Approval routing of PO transactions by configured business rules (e.g., PO transactions <\$XXX and PO transactions >\$X,XXX)	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		Approval rules can be configured to meet PO transaction requirements.
12	Create purchase orders by selecting and grouping requisition lines	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		
13	Supports blanket orders	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		
14	Purchase order approval subject to available funds checking	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		Encumbrance funds checking is integrated in the Purchase Order process.
15	Ability to close out purchase orders either individually or a mass change	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		
16	Online entry of purchase orders	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		
17	Create purchase orders directly from master vendor contract	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		Purchase order processing links to the associated contracts.

Purchasing			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
18	Change order capability, with audit trail documenting the change (subject to availability of funds if applicable)	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		Change orders and auditing is integrated with funds checking ability.
19	Ability to document a receiver report associated with a PO	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		Report for Receiving will show the associated Purchase order fields as needed.
20	Dock receiving at the purchase order line level	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		The ability to have dock receiving is available at the line level.
21	Desktop receiving for services and consumables	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		Receiving for services and consumables is available on the user desktop.
22	The system shall support the use of purchasing cards (pCard)	Purchasing Card (pCard)	X					Oracle Fusion Enterprise Resource Planning Cloud Service		P-Card functionality, Accounting accuracy, importation of back records and reconciliation is available in the system.
23	The system shall record pCard expenses in the appropriate accounts	Purchasing Card (pCard)	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
24	The system shall support pCard reconciliation between accounts and bank records	Purchasing Card (pCard)	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
25	The system shall support import of pCard bank records	Purchasing Card (pCard)	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
26	Purchase orders by vendor	Reports	X					Oracle Fusion Procurement Cloud Service		Oracle has the ability to have integrated reports from the user interface as well as system generated reporting; and the business intelligence reporting tool is powerful, complete, and easy to use.
27	Purchase order audit (history of any purchase order, showing related requisitions, receipts and invoices along with any change order activity)	Reports	X					Oracle Fusion Procurement Cloud Service		
28	Unfulfilled purchase orders by date (shows purchase order lines that are not yet fully received by user-defined date ranges)	Reports	X					Oracle Fusion Procurement Cloud Service		
29	Online requisition entry at various levels of the organization	Requisition Processing	X					Oracle Fusion Procurement Cloud Service		Users are granted access by roles and various levels of the organization can requisition online.
30	Rule-based requisition review and approval workflow and electronic approval	Requisition Processing	X					Oracle Fusion Procurement Cloud Service		Approval by requisition approval workflow is integral to the overall electronic paperless system of requisitioning.
31	Requisition approval subject to availability of funds checking	Requisition Processing	X					Oracle Fusion Procurement Cloud Service		
32	Create requisitions from online catalog	Requisition Processing	X					Oracle Fusion Procurement Cloud Service		Online catalogs can be created to search for inventory, punch outs to Vendor catalogs as well as catalog items.
33	Mobile app for requisition approval	Requisition Processing	X					Oracle Fusion Procurement Cloud Service		Mobile approvals are available from phones and tablets.
34	Ability to create supplier master data without a vendor being established in the accounts payable (AP) module	Vendor Master	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Supplier information is integrated and suppliers may be not assigned to payables activities as needed.
35	Ability to mask private information such as bank account numbers unless the user has appropriate access rights	Vendor Master	X					Oracle Fusion Procurement Cloud Service		Bank account numbers are masked by default.

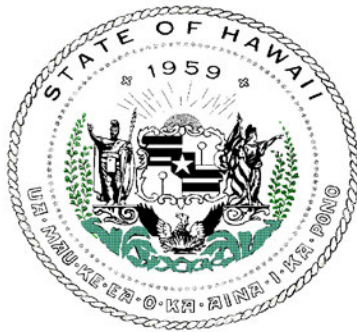
Purchasing			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
36	Ability to maintain preferred vendor lists	Vendor Master	X					Oracle Fusion Procurement Cloud Service		Preferred Vendor lists are available.
37	E-signature workflow integration to facilitate requisition approval tracking, as well as the automated posting of entries to the journal ledger when purchases are later received	Workflow	X					Oracle Fusion Procurement Cloud Service		Workflow processing tracking and integration across the applications including finance and automated journal posting is available.

Data Warehouse			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	The system shall comply with the state and federal data security requirements surrounding financial data elements.	Security	X					Oracle Analytics Cloud		
2	The system shall have data privacy encryption at rest and in movement/delivery.	Security	X					Oracle Analytics Cloud		
3	The system shall have the ability to restrict access by roles, groups, users. Access might be restricted to certain data sets, features, by data source, etc.	Security	X					Oracle Analytics Cloud		
4	The system shall use a dimensional modeling schema (Star, Snowflake, etc.).	Architecture	X					Oracle Autonomous Data Warehouse		
5	The system shall support Slowly Changing Dimensional (SCD) tables.	Architecture	X					Oracle Autonomous Data Warehouse		
6	The system shall have a data repository that includes various types of data: structured, semi-structured, flexible structure, and unstructured.	Architecture	X					Oracle Autonomous Data Warehouse + Oracle Object Storage		
7	The system shall refresh data in near real-time while maintaining full AC D transactional consistency.	Architecture	X					Oracle Autonomous Data Warehouse	Defined by use cases	
8	The system shall be able to adapt to workload needs; dynamically expanding and scaling back compute resources as needed to maximize performance and concurrency.	Architecture	X					Oracle Autonomous Data Warehouse		
9	The system shall have the ability to run multiple analytic workloads in parallel - with independent resource scaling.	Architecture	X					Oracle Analytics Cloud		
10	Data queries generated as result of user interaction with the business intelligence / data warehouse applications shall not affect existing performance of the transactional database(s) from which data are pulled.	Architecture	X					Oracle Autonomous Data Warehouse		
12	The system shall be appropriate in scale for the business requirement needs.	Architecture	X					Oracle Analytics Cloud		
13	The system shall have a backup strategy that also includes backup of non-recoverable transactions (i.e. incremental strategy, ETL strategy, etc.)	Recovery	X					Oracle Data Integrator		
14	The system shall have customizations and white labeling to allow users to customize the system to their preferences and needs.	Platform Functions	X					Oracle Analytics Cloud	White labeling can happen in the analytics tool along with the security functions	
15	The system shall have customizable data visualization capabilities - dashboards - with user-friendly features.	Data Visualization	X					Oracle Analytics Cloud		
16	The system shall have interactive data visualization capabilities - charts, graphs, etc.	Data Visualization	X					Oracle Analytics Cloud		
17	The system shall be designed and documented for intuitive usability and high adoption.	Analytics	X					Oracle Analytics Cloud		
18	The system shall allow for for canned and ad-hoc self-service reporting and analytics using near real-time data.	Analytics	X					Oracle Analytics Cloud		
19	The system shall have the capability for job workflows and orchestration.	Analytics	X					Oracle Analytics Cloud		
20	The system shall have interactive reporting capabilities that allow users to filter, slice and dice, drilldown, crosstab, sort, format, pin, schedule, print, etc.	Analytics	X					Oracle Analytics Cloud		
21	The system shall have OLAP operations including rollup, drill-down, slice and dice, multi-dimensional analysis, data exploration, and time-series auto generation.	OLAP	X					Oracle Analytics Cloud		
22	The system shall include a modern mechanism for extract, transform, and load (ETL) capabilities as well as extract,load, and transform (ELT) capabilities.	Integration	X					Oracle Data Integrator		
23	The system shall have the ability to use the data warehouse as a data source for various integration tools including, but not limited to, HADOOP and HIVE.	Integration	X					Oracle Analytics Cloud		

Data Warehouse			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
24	The system shall have regulatory compliance capabilities.	Decision Services	X					Oracle Analytics Cloud		
25	The system shall have threat/fraud detection capabilities.	Decision Services	X					Oracle Analytics Cloud		
26	The system shall be able to perform analytics, transform data, create business recommendations, and comment on the information to help drive decisions.	Decision Services	X					Oracle Analytics Cloud		



Insert: Appendix A-2 Expansion Phase Requirements



Appendix A-2 – Expansion Phase Requirements
RFP-ERP-2020

Requirements Matrix | Instructions

This requirements matrix is comprised of multiple tabs, and together they contain the full set of requirements for which SOH requires vendor responses.

Please respond to each and every requirement (even ones that appear redundant) as follows:

1. Indicate your response to each line item with an "X" in the appropriate "One Response per Requirement" column, according to the following labels and definitions:

Y = Yes, we meet this requirement out-of-the-box or with configuration capabilities provided within the software.

C = We can meet this requirement via customization/extension-- i.e., for a SaaS solution, the functionality would be provided by building an extension using platform as a service (PaaS) capabilities provided either by the vendor or a third party. (If this column is indicated, please provide an indication of High, Medium, or Low development complexity in the "Customization Complexity" column. Costs of all extensions/customizations by process/functional area should also be noted separately in your Pricing Response.)

3 = We can meet this requirement by partnering with another third party solution. (If this column is indicated, please provide the name of the third party product in the "Comments" column.)

F = We can meet this requirement with a future release of our software. (If this column is indicated, please provide the version and timing of the release in the "Comments" column.)

N = No, we cannot meet this requirement.

2. For each line item, note the name of the module that will handle the required functionality in the "Module/Solution" column, so that SOH can align your module pricing to the requirements.

Core Requirements	
<i>Tab</i>	<i>Topic</i>
Appropriations	Appropriations
Budget	Allocations
Budget	Budget Administration
Budget	Budget Development: Base Budget/Rollover/Versions
Budget	Budget Development: Functionality/Capability
Budget	Budget Development: General
Budget	Budget Document
Budget	Budget Forecasting
Budget	Budget Reporting: General
Budget	Budget Resource Planning
Budget	CIP Budgeting
Budget	General
Budget	Personnel Budget
eProcurement Interface	Application Programming Interface (API)
Grant Management	Budgeting
Grant Management	Commitment Control
Grant Management	Create and Maintain Grant
Grant Management	General
Grant Management	Interfaces
Grant Management	Manage Grant
Grant Management	Monitoring
Grant Management	Outcomes tracking
Grant Management	Record and Track Grant Transactions
Grant Management	Reporting
Grant Management	SOH acts as Grantor
Projects	Capital Budgeting
Projects	Create and Maintain Project
Projects	Create and Maintain Project Budget
Projects	General
Projects	Interface
Projects	Manage Project
Projects	Project Billing
Projects	Project Costing
Projects	Project Expenses
Projects	Project Inquiries
Projects	Project Management Integration
Projects	Project Reports
Projects	Project Setup
Projects	Project Staffing
Projects	Record and Track Project Transactions
Projects	Reporting
Projects	Time Recording
Travel	Audit Requirements
Travel	General
Travel	Other
Travel	Reporting
Travel	Taxes
Travel	Travel Completion
Travel	Travel Management
Travel	Travel Request
Travel	Travel Requests

Projects			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	The system shall provide the ability to submit and process budget request for capital projects, based on project-level budget data and other user-defined criteria.	Capital Budgeting	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Enterprise Performance Management Enterprise Cloud Service		Capital Budgeting is best done in the Capital Budgeting module of Oracle Budgeting Cloud production. Budget Requests can be submitted and the requests are processed as part of the Budget cycle.
2	The system shall provide the ability to integrate capital budgeting	Capital Budgeting	X					Oracle Fusion Enterprise		Oracle provides tools to integrate the Projects
3	The system shall provide the ability to integrate capital expenditure data with the capital budgeting, by user defined criteria (e.g., project, appropriation, year of funding).	Capital Budgeting	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Enterprise Performance Management Enterprise Cloud Service		Capital Budgeting data prepared and adopted in the Oracle EPM Cloud is then interfaced into Oracle PPM Cloud where it can be tracked or enforced against the ongoing projects costs in real time
4	The system shall provide the ability to allow for authorized budget adjustments to capital projects during the year, based on authorization and other user-defined criteria.	Capital Budgeting	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Enterprise Performance Management Enterprise Cloud Service		
5	The system shall provide the ability to budget for multiple years (i.e., a minimum of five years), on an appropriation basis within a project, based on user-defined criteria (e.g., availability of current appropriations).	Capital Budgeting	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Enterprise Performance Management Enterprise Cloud Service		
6	The system shall provide the ability to produce CIP Plan with narrative overviews, project summaries and project details, including scope, cost and schedules, with chart, tables, exhibits, etc., based on user-defined time period.	Capital Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Using Narrative Reporting, detail CIP plans can be created using Capital Budget data.
7	The system shall provide the ability to generate, route, identify dependencies, and track status of C P-related documents through automated workflow, based on user-defined criteria.	Capital Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
8	The system shall provide the ability to track and consolidate capital budgets, actual and budgeted activity, based on user-defined criteria and user-defined workflow.	Capital Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
9	The system shall provide the ability to track and report on historical budget information on capital projects for a minimum of 20 years, in compliance with State's data retention policy, based on user-defined criteria.	Capital Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
10	The system shall provide the ability to both automatically generate and manually assign project numbers based on user-defined criteria (e.g., assign project number generated from external systems; separate numbering sequencing for capital versus non-capital projects).	Create and Maintain Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle Supports Auto numbering for Projects
11	The system shall provide the ability to maintain project detail information (e.g., start and end date of projects; project classification capital versus non-capital; project title/ description), based on user-defined time periods (inception-to-date basis).	Create and Maintain Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle PPM Cloud is a full featured Project planning solution and integrates with industry leading project planning applications like Microsoft Projects and Primavera
12	The system shall provide the ability to identify and structure a project in multiple phases/ cost elements over multiple years with associated budgets.	Create and Maintain Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
13	The system shall provide the ability to maintain and track projects by user-defined criteria (e.g., project title/ description, project phase/ cost element, master project and sub-projects).	Create and Maintain Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Projects		Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements		Y	C	3	F	N			
14	The system shall provide the ability to establish and define unlimited work breakdown structures.	Create and Maintain Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle support up to 50 levels of WBS
15	The system shall provide the ability to maintain multiple versions of project (e.g., proposed project; approved project).	Create and Maintain Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Project Status, organizations can track a project through the various stages - from proposed (submitted) to Draft to Active to Pending Close and finally Close
16	The system shall provide the ability to update the master project budget file with additional allocations and track each separately by amount, date, name of project manager, source of funds, and other user-defined criteria.	Create and Maintain Project Budget	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
17	The system shall provide the ability to retain original budget, augmentations, reallocate, and budget change detail through the project life.	Create and Maintain Project Budget	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Budget changes are tracked as separate transactions along with complete audit trail of the change
18	The system shall provide the ability to immediately provide revised budget status upon the revision of project estimates.	Create and Maintain Project Budget	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
19	The system shall provide the ability to set budget controls for various categories (e.g., administrative overhead, matching funds), based on user-defined criteria.	Create and Maintain Project Budget	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
20	The system shall provide the ability to track budget details, based on user-defined criteria.	Create and Maintain Project Budget	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Control Budget functionality allows Project Budgets to be set at the appropriate level of granularity
21	The system shall provide the ability to perform budgetary control edits prior to posting project transactions.	Create and Maintain Project Budget	X					Oracle Fusion Enterprise Resource Planning Cloud Service		All Project transactions that originate in other Oracle ERP Cloud modules are subject to Funds Check prior to submitting for approval
22	At a minimum, the solution enables tracking of projects via the GL.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects are tracked in the Project ledger
23	The system shall provide the ability to capture effective start and end dates for capital projects, by user defined parameters (e.g., project ID, appropriation, phase/ cost element).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
24	The system shall provide the ability to develop and track budgets, encumbrances/ commitments, and expenditures for capital projects at the summary and detail level, by user-defined time period (e.g., across fiscal years, from project inception to completion, term of bond), based on user-defined criteria (e.g., phase / cost element, multiple funding sources).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The tight integrations between Oracle Procurement and Project Costing allows for tracking of Project encumbrances - obligations (Requisitions) and commitments (Purchase Orders).
25	The system shall provide the ability to calculate debt and finance charges for capital projects, by user defined criteria (e.g., type of financing option).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle can calculate simple or compound interest, but depending on the complexity of the required calculation, this may need to be done outside the system and could be uploaded automatically. Capitalized Interest Option feature provides ability to calculate debt and finance charges for capital projects.
26	The system shall provide the ability to track capital project funding, by source (e.g., bonds, loans), for user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
27	The system shall provide the ability to establish and track encumbrance dates as well as periods of liquidation, based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		The tight integrations between Oracle Procurement and Project Costing allows for live tracking of Project encumbrances - obligations (Requisitions) and commitments (Purchase Orders)

Projects		Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements		Y	C	3	F	N			
28	The system shall provide the ability to generate forecasts for capital projects (including concept projects), by user-defined criteria (e.g., fund, project category), for user-defined time period (e.g., current, five-year duration of entire project).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
29	The system shall provide the ability to develop and reconcile cash flow projections based on user-defined criteria (e.g., cash flow required to meet contract payment schedule).	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
30	The system shall provide the ability to manage capital project closeout based on user-defined criteria and workflow (e.g., final inspection; asset placed in service; completion of punchlist/ final acceptance; release of retention upon completion of punchlist).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
31	The system shall provide the ability to interface with departmental capital project-related systems (e.g. DOE FACTRAK, DOT-HWYS FAST, MS Project Server, SharePoint) based on user-defined criteria.	Interface	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will develop the interface with the delivered Oracle toolset.
32	The system shall provide the ability to distribute cost within a project, based on user-defined criteria (e.g., by category).	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects costs can be distributed manually using the Add transaction page or automatically using Project Allocations
33	The system shall provide the ability to compare actual expenditures to forecasts.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects provides real time variances between Actuals and Budget
34	The system shall provide the ability to track hours expended for all projects by organizational unit, pay period, employee, account number, and other user-defined criteria.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The tight integration with Time Card functionality of Oracle HCM Cloud, users are able to capture detailed labor cost details in projects
35	The system shall provide the ability to track projects based on user-defined criteria (e.g., encumbrances; allocations by fiscal year).	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
36	The system shall provide the ability to generate and submit online project authorization forms and project numbers/identifier for opening and closing projects.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project Status Change workflow approval process provides the ability to route project requests for approval
37	The system shall provide the ability to revise/update project cost estimates and schedules based on user-defined criteria (e.g., revise end dates for contracts tied to projects).	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project Budgets can be revised as often as necessary
38	The system shall provide the ability to prevent costs from being charged to closed projects, closed project phases/sub phases/ cost elements, and/or closed project activities.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects in Closed status are unavailable for use across both the Oracle ERP Cloud and the Oracle HCM Cloud
39	The system shall provide the ability to prevent costs from being charged to closed accounts or "inactive" accounts.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Closed Segment Values are unavailable for use across both the Oracle ERP Cloud and the Oracle HCM Cloud
40	The system shall provide the ability to prevent charges from being allocated or expended to a lapsed appropriation on an inactive project.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects in Closed status are unavailable for use across both the Oracle ERP Cloud and the Oracle HCM Cloud
41	The system shall provide the ability to reject transactions that would result in a project exceeding budget authority, based on user-defined criteria.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle PPM Cloud uses Budget Controls to enforce Absolute, Advisory or track level enforcement of Project Budgets
42	The system shall provide the ability to establish and manage multiple contracts and purchase orders for a single project based on user-defined criteria (e.g., contract beginning and end dates; alerts/ notifications that contract extensions are required; stop-payments for expired contracts).	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		

Projects			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
43	The system shall provide the ability to support, via accounts payable and purchasing subsystems, change orders or amendments to contracts with changes reflected in project.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		
44	The system shall provide the ability to "drill back" to the originating documents within a project for the original purchase order or contracts.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		For project-related costs imported from other Oracle Fusion Cloud applications, the Project transactions provide drill down capability back to the source transaction
45	The system shall provide the ability to perform contract close-out and publish close-out data on public award website based on user-defined criteria (e.g. total expenditures, performance metrics, major accomplishments, etc.).	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		Oracle can export data into defined data types which can be placed on the States public facing web sites
46	The system shall provide the ability to automatically roll-forward into new budget year all previous budget appropriations, including but not limited to: expenditures/encumbrances (separated out by contract and dollar amount), progress payments throughout multiple years for the life of a project, and balances, based on user defined criteria.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
47	The system shall provide the ability to rollover or re-program unused project dollars into other projects and track the dollars based on the original and rollover/reprogram projects over multiple years, within user-defined criteria and parameters (e.g. specific proviso items). This includes the ability to manually perform or bypass the rollover process, based on authorization.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
48	The system shall provide the ability to manage project closeout based on user-defined criteria (e.g., defined business process; closeout checklist).	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
49	The system shall provide the ability to display a warning message or prevent closure of a project with outstanding charges, open or outstanding purchase orders, or which has been over expended.	Manage Project					X			As part of the project close-out process, an interactive report could be used review and take action on outstanding items. Use the Pending Close status to allow existing transactions to be processed.
50	The system shall provide the ability to generate advance notifications of project end dates, by user-defined process (e.g., prompt at point of user transaction; report), based on user-defined criteria.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
51	The system shall provide the ability to open a closed project and allow for costs/receipts to be applied to either a closed or inactive project, based on user-defined criteria and authorization.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Closed projects can be reopened to allow additional transactions.
52	The system shall provide the ability to close project codes at the project level, preventing user from having to close each budget line associated with the specified project.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
53	The system shall provide the ability to close projects for specific associated budget lines while others remain active, without the user having to adjust individual lines.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

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ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
54	The system shall provide the ability to identify and manage inactive or on-hold projects based on user-defined criteria (e.g. not allow time to be charged for inactive or on-hold projects).	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
55	The system shall provide the ability to retrieve data from closed projects.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Closed projects will remain available for data analysis and reporting
56	The system shall provide the ability to retain all accounting transactions relating to projects throughout the project life, based on user-defined criteria.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		All project transactions and their associated accounting entries will be retained indefinitely
57	Projects may be flagged as billable	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects can be flagged Billable for including on Customer Bill
58	Users can create new financial measures and key performance indicators (KPIs) that are then available for inclusion in existing dashboards	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle delivers multiple Project KPIs such as ETC, EAC, etc. However customers can define their own KPIs as well
59	Billing of actual costs incurred	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Use Rate Based invoice method to bill for incurred cost
60	Billing of actual costs incurred with percentage uplift	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Burden Schedules allow for adding a percentage uplift to incurred cost for Customer Billing
61	Milestone-based billing	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
62	Stage payment billing	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
63	Recurring billing amounts with percentage increments	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
64	Percentage of complete billing	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Percent Complete Invoice method allows billing based on project progress
65	User-specified billing schedule	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
66	Time- and rate-based billing (for example, hours worked)	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
67	User-defined billing methods	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
68	Other billing methods	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
69	Invoices may be previewed online before transmission	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

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70	Billing process supports retentions	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		Oracle currently does not support retentions. Workaround requires writing custom SLA rules to handle retention
71	Revenue recognition capability	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Revenue methods determine how revenue is recognized
72	Projects accumulate employee costs based on actual costs (salary and employment costs)	Project Costing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using a custom report output, Salary and Fringe Cost from Oracle HCM Cloud along with the Time Card data allows Projects to collect actual employee costs
73	Projects accumulate employee costs based on actual costs plus uplift	Project Costing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Burden schedules can be applied on top of Actual Labor Costs
74	Projects accumulate employee costs based on role/employee grade rates	Project Costing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Rate Schedules can be defined by Job Code or Employee
75	Projects accumulate employee costs based on standard costs	Project Costing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Rate Schedules can be defined by Job Code or Employee
76	Project-related expenses automatically transferred from accounts payable (AP)	Project Expenses	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project-related supplier invoices entered in Oracle Fusion Payables is imported into Projects automatically using a scheduled process
77	Purchase orders (POs) for projects automatically recorded as commitments in project module (if vendor has purchasing module)	Project Expenses	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		Project-related requisitions, requests for quotations, and purchase orders entered in Oracle Fusion Purchasing are automatically imported into Projects as outstanding committed costs of requisitions and purchase orders on your projects.
78	Direct entry of project commitments	Project Expenses	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Adjustment Transactions can be entered directly into Project Costing
79	Equipment costs for assets under construction may be recorded in system prior to capitalization	Project Expenses	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle Project Costing also integrates with Oracle Fixed Assets to capture capital assets and retirement adjustment costs
80	Online project analysis with multilevel drill down through work breakdown structures	Project Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Dashboards, Project Inquiry pages, Report and Excel add-in SmartView, users can run complex analysis and drill down on project costs
81	Online project analysis with multilevel drill down through work breakdown structures to compare actual to budget	Project Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Dashboards, Project Inquiry pages, Report and Excel add-in SmartView, users can run complex analysis and drill down on project costs vs Budget amount
82	Billable projects online revenue/expense analysis	Project Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

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83	Ability to display key project information for project managers on mobile devices	Project Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the Oracle PPM Cloud Mobile app to give team members anytime, anywhere access to their Project Portfolio
84	Integration with Microsoft Project	Project Management Integration	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Microsoft Project integration enables project managers to create projects, complete in-depth scheduling using dependencies and constraints, and perform what-if analysis offline before synchronizing to the Oracle PPM Cloud
85	Integration with other project management tools	Project Management Integration	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will develop the interface with the delivered Oracle toolset.
86	Project detail analysis report	Project Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
87	Print project tasks in Gantt chart format	Project Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
88	Employee utilization report	Project Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
89	User-defined project types (for example, capital and maintenance)	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects can be categories using Project Class category and Project Class Code
90	Work breakdown structure can be defined outside general ledger (GL) code structure	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Work breakdown (Project Tasks) are defined independent of the Accounting code structure
91	Work breakdown structure should support specific analysis elements:	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud		
92	Project	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
93	Task	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project managers can define varying levels of tasks for both project administrator as well as financial management.
94	Activity	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project managers can add Labor and non-labor resources to a project. Expenditure Class, Categories and Type classification provides the ability to categories Project Expenses into distinct categories
95	etc.	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
96	Projects can be grouped into hierarchical structures for aggregate analysis	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project can be group into class category and class code
97	Ability to define project phases with different processing rules for each phase (for example, no billing to client during initial phase)	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Projects		Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
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98	User-defined project expense/revenue classifications	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project expenses are categorized into categories, expenditure type classes, expenditure types, and nonlabor resources.
99	Work breakdown structure and revenue/expense classifications can be mapped to GL accounts	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Expenditure Classification and Types can be assigned to Project transactions based on GI Account or other transaction details
100	Project accumulates data by period (QTD, YTD and inception to date)	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project Cost is collected by day (transaction date) and can be summarized at different levels for reporting
101	Project accumulates totals in base currencies	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
102	Project budgets may be recorded against work breakdown structure	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project budgets can be defined at any level of the work breakdown structure
103	Project budgets may be recorded against summary levels of work breakdown structure	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
104	Ability to record latest estimate to complete in addition to budget	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle Performance reporting provides predefined Project KPIs to determine if a project is on track
105	Ability to define project templates to speed setup	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project templates enable you to quickly create projects that share common features, attributes, and options.
106	Ability to specify project dependencies	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle PPM Cloud supports in-depth project scheduling using dependencies and constraints
107	Ability to define roles associated with a project (for example, surveyor and consultant)	Project Staffing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle PPM Cloud is tightly integrated with Oracle HCM Cloud to access the employees, their Job Codes and assign them as resources to Projects
108	Organizational structure that can assign employees to specific roles (for example, surveyor and consultant)	Project Staffing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Employee
109	Billing rates may be held by role, employee grade and employee	Project Staffing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Rate Schedules can be defined by Job Codes or by Employee
110	Ability to hold standard rates by role, employee grade and employee	Project Staffing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows Project managers to maintain rate schedules for costing, billing, or planning purposes by Job, Person or resource class
111	Ability to assign roles to elements of work breakdown structure	Project Staffing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Resources can be assigned to individual tasks as part of the project resource scheduling process
112	Ability to assign employees to elements of work breakdown structure	Project Staffing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Resources can be assigned to individual tasks as part of the project resource scheduling process
113	Integration with HR system (if vendor provides one) for organization hierarchy, role and employee data	Project Staffing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle PMP Cloud integrates in real-time with Oracle HCM Cloud at the database level

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114	Ability to import organization hierarchy from external HR system	Project Staffing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
115	Integration with resourcing system to allocate employees to projects based on skills, availability and preferences	Project Staffing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle PPM Cloud allows resource managers to use advanced evaluation criteria and availability to assign qualified employees to the appropriate tasks on their projects
116	The system shall provide the ability to track and record transactions applicable to individual projects at all levels of the account classification (i.e., organization, program, object, fund, appropriation) by user-defined time period (e.g., month, YTD, inception to date), by organizational level for all projects, based on user-defined criteria.	Record and Track Project Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle ERP Cloud and Oracle HCM Cloud provides users the ability to record Project information for every expenditure and revenue transaction
117	The system shall provide the ability to track project-related salaries, benefits, and other non-salary, labor-related costs, based on user-defined criteria.	Record and Track Project Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle HCM Cloud does not provide the Salaries, Benefits and other Fringe Cost as part of the out of the box Cost collection into Oracle PPM Cloud. However, using a custom OTBI report, the actual cost can be interfaces
118	The system shall provide the ability to record miscellaneous adjustments, reclassifications and interfund transfers associated with project (e.g., transfer of employee labor costs) based on user-defined criteria (e.g., labor cost adjustments tied to specific employee).	Record and Track Project Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows Project Accountants to record external project transaction
119	The system shall provide the ability to calculate burden costs by applying burden cost component(s) to project transactions based on user-defined criteria (e.g., expenditure type), and to track costs by individual cost components.	Record and Track Project Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Burden Schedule allows Project Accountants to apply additional Burden cost to selective transactions
120	The system shall provide the ability to transfer transactions between projects and tasks based on user-defined criteria.	Record and Track Project Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows Project Accountants to transfer Project Costs and other adjustments
121	The system shall provide the ability to generate a master project listing, by any level in the organization (e.g., state-wide, department) based on user-defined criteria (e.g., status information).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
122	The system shall provide the ability to generate a project listing, by any level in the organization (e.g. state-wide, department), by user-defined time period, based on user-defined criteria (e.g., project structure, project phase / cost element, contracts).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
123	The system shall provide the ability to generate project detail transaction reports, based on user-defined time period (e.g., month, quarterly, YTD, inception-to-date), based on user-defined criteria (e.g., comparison of actual to budget, remaining balance).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
124	The system shall provide the ability to generate a report, by project, by user-defined time period (e.g., month, year, inception to date, start date of project, expected end date), based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
125	The system shall provide the ability to generate a project status report (e.g. expenditures by cost element; percent completed; overdue).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Projects		Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements		Y	C	3	F	N			
126	The system shall provide the ability to generate a project distribution summary , by accounting period-to-date, with prior month comparison, actual to budget comparison, and inception-to-date.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
127	The system shall provide the ability to separate prior years expenditures and prior years budget for generally accepted accounting principles (GAAP) and governmental accounting standards board (GASB) reporting, by user-defined period (e.g., Budget Fiscal Year, Accounting fiscal year, calendar year), by user-defined criteria (e.g., inception-to-date budget, remaining budget, multi-year budget).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
128	The system shall provide the ability to report on actual expenditures versus budget, encumbrances, and contract commitments, at any level of the organization based on user-defined criteria (e.g., milestones).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
129	The system shall provide the ability to provide on-going capital project reporting, at any level of the organization based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
130	The system shall provide the ability to produce detail and summary-level capital project reports, based on user-defined criteria (e.g., include/exclude organizational unit).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
131	The system shall provide the ability to generate and reconcile multiple project reports, based on user defined roll-ups and criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
132	The system shall provide the ability to generate capital outlay report, which compares budget to high-level plan, for user-defined time period (e.g., 10-year period), based on user-defined criteria (e.g., by funding source).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Enterprise Performance Management Enterprise Cloud Service		
133	The system shall provide the ability to generate reports on private activity, by bond issuance, based on IRS requirements and bond-funded project timeframes (e.g., at proposal (budget request), allotment (approval to proceed with project), project completion stages (when the asset is put into service), and changes in activity related to asset).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
134	The system shall provide the ability to generate reports on retainage and end of year accruals based on user-defined criteria (e.g., in compliance with requirements for year-end audited financial statements).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
135	Ability for employees to enter timesheets online	Time Recording	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
136	Offline timesheet entry with automatic synchronization	Time Recording	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
137	Mobile timesheet entry capability	Time Recording	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
138	Ability to record billable and nonbillable time	Time Recording	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Time reported can be flagged as Billable and Nonbillable
139	Ability to log timesheet approval by client prior to processing	Time Recording	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Projects			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
140	Ability to enter expenses to be billed to client	Time Recording	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Employees must submit their Expense report using the Expense module in Oracle ERP Cloud

Appropriations			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	Ability to track appropriations based on user-defined criteria	Appropriations	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Appropriations can be defined, tracked, and enforced in Oracle using Budgetary Controls
2	Ability to perform and track various types of adjustments to authorized appropriations, across multiple years, including but not limited to the following:	Appropriations	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Appropriation Budgets can be updated by authorized users. The Justifications for the Budget change can be recorded as part of the adjustment
3	Ability to process adjustments retroactively, based on user-defined criteria	Appropriations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service		
4	Ability to enter appropriations through an user-defined template, with system-generated notifications (e.g., notification to budget specialist)	Appropriations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle provides the ability to enter Budgets using a spreadsheet template. Notification is generated to the Budget manager.
5	Ability by authorized users to override appropriation control, and to track/review transactions which occur due to override	Appropriations	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provide Override budget controls capability which triggers an approval workflow prior to overriding the transaction
6	Ability to reconcile allocations and appropriations, to monitor allocations levels versus appropriation levels, based on user-defined criteria (e.g., type of appropriation; general fund versus federal funds), to restrict release of allocations until final appropriation authority is approved	Appropriations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
7	Ability to track multi-appropriations balances at year-end to roll the appropriations balances forward to new fiscal year as opposed to enactment year	Appropriations	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Carry Forward Funds Available' process can selectively carry forward the unused funds to the following year

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	Ability to generate allocation documents to define the purpose of the allocation, rationale for allocation, guidelines for implementation, allocation of resources (i.e., how positions and funds are to be distributed by cost center and character), and additional user defined criteria	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle Planning Cloud allows users to enter allocations
2	Allow for a designated program manager to complete the allocation documents	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
3	Allow for the draft allocation document to be routed for approval based on user-defined criteria	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Organization can define different Scenarios and versions to track their Allocation numbers from request to adoption process
4	Ability to report on the timeline and current status of all stages of the allocation process, including but not limited to the creation and approval of allocation documents	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
5	Ability to maintain all completed allocated documents and make them available for read-only access	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		All data in EPM Planning Cloud can be secured and made available as read-only for posterity using security
6	Ability to sort completed allocation documents by program, allocation number, program title, and other user-defined criteria	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
7	Ability to define required fields (e.g., cost centers) for the input of allocations into an expenditure plan	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
8	Produce a report of Program Managers based on user-defined criteria (e.g., current year)	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle provides multiple reporting options to meet the different needs and capabilities of the users - SmartView, FR Studio reports etc.
9	Ability for approval by electronic signature and to designate final approval as defined by the SOH	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Approval Workflow can be configured per organizations needs to ensure the budget changes are routed for approval to the appropriate approvers.
10	Ability for program manager to initiate a subsequent allocation document and ensure the funds needed for allocation is available before issuing allocation document, and also reserve those funds so no expenditure plan or transfer can occur	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
11	Allow attachment(s) be added to the allocation document to provide additional information	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Users can record attachments, comments and supporting details for all entries in Oracle EPM Planning cloud.
12	Ability to compare appropriations to actual expenditures, based on user-defined criteria (e.g., to any level provided by budget detail)	Budget Administration	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service		Once the appropriations are finalized and adopted, they are interfaced into Oracle ERP Cloud as Budget or Control Budget where users can run variance reports on Budget vs Actuals
13	Ability to track fund totals, appropriation totals, positions, expenditures, and revenues/receipts	Budget Administration	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service		Budget dimensions and hierarchy allow an organization to define the level of Budgeting.

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
14	Ability to compare authorized allocation authority to actual expenditures, based on user-defined criteria (e.g., to any level provided by budget detail)	Budget Administration	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service		Once the appropriations are finalized and adopted, they are interfaced into Oracle ERP Cloud as Budget or Control Budget where users can run variance reports on Budget vs Actuals
15	Ability to support allocation transfers tracking over user-defined periods (e.g., over multiple years, over multiple fiscal years), based on user-defined criteria (e.g., by authority)	Budget Administration	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows organization to define multiple years for Budgeting and Forecasting
16	Ability to support allocation transfers (e.g., between characters or programs) tracking over user-defined periods (e.g., over multiple years, over multiple fiscal years), based on user-defined criteria (e.g., by authority)	Budget Administration	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service		
17	Provide flexibility to accommodate future change to budget allocation at the sub-organization level either within another module or separately procured system, without requiring rework of the activities included in the scope of this procurement	Budget Administration	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service		
18	Ability for authorized users to designate which budget "version" to use to create a base budget for the beginning of a budget development cycle	Budget Development Base Budget/Rollover/Versions	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows users to define Scenarios and versions to manage the different stages and versions of Budget data
19	Ability to roll over base budget amounts each fiscal year, which can be further adjusted to reflect the enacted budget and other appropriation legislation	Budget Development Base Budget/Rollover/Versions	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Base budget data can be prepared by copying prior year Budget data
20	Ability to drill down to a level of detail that accounts for all prior year adjustments	Budget Development Base Budget/Rollover/Versions	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
21	Ability to include and/or exclude accounts or budget items from the rollover process, and to specify amounts to roll over, based on user-defined criteria	Budget Development Base Budget/Rollover/Versions	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
22	Ability to identify adjustments to the base budget, based on user-defined budget categories (e.g., COLA, WSF, new or expanded program)	Budget Development Base Budget/Rollover/Versions	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Workforce Budget can be adjusted every year for COLA increase and other adjustments
23	Provide version control capability	Budget Development Base Budget/Rollover/Versions	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle ERP Planning Cloud allows users to define Scenarios and versions to manage the different stages and versions of Budget data
24	Ability to track requested, recommended and approved budget, and decision level, with the ability to rollover data from one budget version/stage to the next budget version/stage	Budget Development Base Budget/Rollover/Versions	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows users to define scenarios for each phase of Budgeting and copy them over to the next stage through the budget process
25	Ability to track and display budget changes associated with each version, based on user-defined criteria	Budget Development Base Budget/Rollover/Versions	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
26	Ability to generate financial plans by organizational level (e.g. unit, section, branch, division, department/office based on user-defined criteria	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows Top-down or Bottom-up budgeting

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
27	Ability to generate financial plan templates based on user-defined parameters	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
28	Ability to develop budgets (e.g., expenditures), based on user-defined parameters (e.g., category, object, program structure, fund, item of appropriations, and organization structure) including, but not limited to the following:	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle allows organizations to configure the delivered dimensions as well as add custom dimensions to meet the appropriate level of budgeting
29	Ability for each organizational unit to develop and modify a budget at any level of the organizational structure and at any level of the program structure, throughout the budget development process	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle allows organizations to configure the delivered dimensions as well as add custom dimensions to meet the appropriate level of budgeting
30	Ability to approve changes to the budgeted amounts in any budget version (e.g., development budgets, enacted budget), based on a user-defined process and audit trail	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows users to define scenarios for each phase of Budgeting and copy them over to the next stage through the budget process
31	Ability to apply a percentage increase or decrease to a single or range of budget figures, based on user-defined criteria (e.g., organization structure, program structure, fund, appropriation)	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle forms allow users to adjust budget using percentage, Spread option to spread values from a parent cell to its children, or using Grid Split across multiple dimensions
32	Ability to distribute to a range of budget figures, based on user-defined criteria (e.g., proportionally based on percent of a whole), with maintenance of distribution calculations. Turnover Savings calculations	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
33	Ability to capture detailed budgeted revenues/receipts adjustments, by fund, by appropriation, by source of receipt, and by other user-defined parameters	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
34	Ability to calculate and optionally distribute adjustments (e.g., COLA, growth and population adjustments, employee compensation and retirement, and reimbursement rates), based on user-defined parameters	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
35	Ability to consolidate organizational unit budgets (e.g., expenditures, transfers, and revenues/receipts), actual and budgeted, at any level of the organizational structure, across organizational structures	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Using hierarchy, the underlying Essbase cube allows Budget data to be consolidated to various roll-up levels in real-time
36	Ability to establish budget revenues/receipts and transfers by source, by fund, by appropriation, by user-defined time period (e.g., fiscal year), by any level within the organizational structure, and by any other user-defined parameter.(NGF 37-47 reports.)	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows Revenue budget planning
37	Ability to develop budget revenue/receipt estimates, by fund, by appropriation, by source of receipt, and by other user-defined criteria	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
38	Ability to utilize and maintain data from multiple external sources (e.g., student enrollment projections, B&F Variance reports)	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Using Data management utility, Oracle EPM Planning cloud allows the ability to interface data from multiple external sources
39	Ability to load financial plan templates to be used as the allocation	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
40	Ability to define entry worksheets based on user-defined criteria	Budget Development General	X					Oracle Enterprise Performance Management		Oracle data entry Forms can be personalized per organization needs

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
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41	Ability to integrate user-defined entry worksheets with budget entry screens. (Including Program inputs on Trade off / Transfers / new requests)	Budget Development General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
42	Ability to create and save personal configurations of the entry worksheet	Budget Development General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Some usability features on the Oracle data entry Forms can be personalized by users
43	Ability to develop and save budgets based on any user-defined stage/version in the budget development cycle without impacting budgets for other stages/versions.	Budget Development General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Each Budget scenario can be updated independently without affecting the other scenarios or versions
44	(e.g., House could have HD1, HD2, etc. Senate could have SD1, SD2, etc. Conference could have CD1, CD2, etc.)	Budget Development General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
45	Ability to record audit trail information (including user ID) when changes are made to budget information within a stage of the budget development cycle, based on user-defined parameters (e.g., by department, by version)	Budget Development General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		The 'Change History' feature tracks details for every change made to a data value, including the user who made the change, date, old value, and new value are displayed.
46	Ability to record audit trail information when information is moved from one stage of the budget development cycle to another stage, based on user-defined parameters (e.g., by department, by version)	Budget Development General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		The 'Change History' feature tracks details for every change made to a data value, including the user who made the change, date, old value, and new value are displayed.
47	Ability to analyze data at any stage of the budget development cycle, by user-defined level of detail (e.g., by any level within the SOH's organizational hierarchy; by account number; by account name/description), based on user-defined criteria	Budget Development General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows users to analyze and compare Budgets by scenario and version in addition to other Budget dimensions such as Budget Year, Entity etc.
48	Ability to produce user-defined budget documents (e.g., budget highlights at any level of the organization structure, fund condition at any level of the organization structure)	Budget Document	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
49	Ability to export and merge data and text (e.g., budget narrative) for the production of budget documents	Budget Document	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Narrative Reporting module of Oracle allows organizations to combine data and narrative text to generate press ready budget documents
50	Ability to produce and update the budget document and all reports, including supplemental reports and schedules, in a web-based format, which provides the ability to have pop-up screens and sidebars and to be downloaded by external users	Budget Document	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
51	Provide annotation of changes and revisions for budget document narratives, based on user-defined criteria (e.g., system-generated changes; user changes)	Budget Document	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Narrative reporting provides users a platform to collaboratively build the Budget document using the collaborative features of Microsoft Word
52	Ability to track and manage changes or revisions to the budget document narratives	Budget Document	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Narrative reporting provides users a platform to collaboratively build the Budget document using the collaborative features of Microsoft Word
53	Provide a fully featured modeling function	Budget Forecasting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Organizations can model multiple complex financial and operational what-if scenarios with large-scale, free-form ad-hoc modeling using the Strategic Modeling module

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
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54	Ability to perform "what if" budgeting modeling and analysis, at any user-defined level (e.g., individual employee, project, and program), for multiple user-defined criteria and parameters	Budget Forecasting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Organizations can Perform what-if analysis using the Scenario Manager
55	Ability to forecast based on user-defined parameters	Budget Forecasting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
56	Ability to export and import budget forecasting data from and to external systems (e.g., demographics)	Budget Forecasting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Strategic modeling support import of external data using csv format
57	Ability to assign effective dates to user-defined parameters (e.g., object detail), to create projections that support compounded increases or decreases, based on set value or percentage value, over multiple year budgets.	Budget Forecasting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
58	Ability to change projections at any time during the fiscal year, based on user-defined criteria (e.g., state economic forecasts), for user-defined parameters, including, but not limited to the following:	Budget Forecasting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
59	Ability to save an unlimited number of forecasting models, with assigned model owner, maintaining them for historical purposes.	Budget Forecasting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
60	Ability to produce and maintain multi-year, long range forecasts, for a minimum ten year period.	Budget Forecasting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Model's can be defined with different time structure and they can be defined to use different levels of granularity for different years
61	Ability to model across-the-board budget changes for revenue/receipt and/or expenditures,.	Budget Forecasting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
62	Ability to generate summary and detail level projection reports, by user-defined criteria (e.g. B&F Org, Program ID, department/office, by user-defined time period, for user-defined parameters	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
63	Ability to generate statements/reports/documents of budgeted expenditures, bonds, transfers, and revenues/receipts in comparison with prior years budgeted and actual expenditures, bonds, transfers, and revenues/receipts, based on user-defined parameters (e.g., as of given date, any level of the organization structure, object structure, by fund, by appropriation)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
64	Ability to generate statements/reports/documents of actual expenditures, bonds, transfers, and/or revenues/receipts by any level within the organizational structure, by appropriation structure, by program structure, by user-defined time period (e.g., current or prior fiscal year history; calendar year; multiple years; state and federal FY)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
65	Ability to generate statements/reports/documents comparing budgeted versus actual expenditures, bonds, transfers, or revenues/receipts by any level within the organizational structure, by appropriation structure, by program structure, by user-defined time period (e.g., current or prior fiscal year history; calendar year; multiple years; accounting FY, budget FY)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
66	Ability to generate statements/reports/documents comparing projected versus actual expenditures, reimbursements, loans, bonds, transfers, or revenues/receipts by any level within the organizational structure, by appropriation structure, by program structure, by user-defined time period (e.g., current or prior fiscal year history; calendar year; multiple years; accounting FY, budget FY)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
67	Ability to generate budget reports at any level within the organization (e.g. department, office, district, complex area, complex), by program structure, by project structure, by fund, by appropriation, by object code, by other user-defined criteria (e.g., any named version of the budget), including but not limited to the following information:	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Using Financial Reporting Web Studio organizations can build rich reports with grids, charts, images, text boxes, headers, and footers and all reporting capabilities
68	Proposed budget (adopted, adjusted, multi-year), for user-defined period	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
69	Actual revenues/receipts, encumbrances, expenditures and transfers, for user-defined period (e.g., Current YTD, inception-to-date)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
70	Prior years actual revenues/receipts, encumbrances, expenditures, transfers, and percentage, for user-defined period	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
71	Funding Transfers (including history), for user-defined period	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
72	Encumbrances (e.g., carry-over, accruals, multi-years), for user-defined period	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service		
73	Fund Balance (e.g., changes over user-defined time period; loans outstanding)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
74	Accruals (e.g., changes over user-defined time period)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
75	Positions	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
76	Budget Projections (e.g., revenues/receipts, expenditures, reimbursements, loans)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
77	Budget Forecasts	Budget Reporting General	X					Oracle Enterprise Performance Management		
78	Extrapolation, based on user-defined criteria (e.g., Straight line extrapolation based on YTD; straight line total encumbrance)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service		

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
79	Ability to print online comments entered at the budget line item level regarding purpose of budget request by any level within the organizational structure, with access (view/edit) to comments based on user-defined authorization	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
80	Ability to generate allocation/allotment reports, for user-defined time period (e.g., quarterly), based on user-defined criteria	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
81	Ability to generate position control reports, based on user-defined criteria (e.g., filled positions vs. budgeted; projected salary savings)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
82	Ability to generate budget revenue/receipt forecast reports	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
83	Ability to generate a report that identifies all incremental changes between multiple versions of the budget or points in time, based on user-defined criteria	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
84	Ability to generate an adjustment report that reconciles all adjustments to the enacted budget	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
85	Ability to aggregate data for SOH-wide reports, based on user-defined criteria	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
86	Ability to "lock out" organizational units or budget items, based on user-defined criteria	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Using Security, users can be selectively restricted access to Organization Units or Entities
87	Ability for "view only" access to organizational units and users during budget development and enactment processes	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Using Security, users can be selectively limited to read-only access to Organization Units or Entities
88	Ability to define multiple document approval stages and track a record of the budget at each user-defined stage	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Using Approval functionality, organizations can define a multi-stage approval process
89	Ability to support distribution, publishing, and tracking of budget documents to external stakeholders	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
90	Ability to accommodate multiple methods of budgeting, including but not limited to:	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
91	Academic Plan (text-data merge with the Financial Plan)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
92	Program Budgeting	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows organization to use direct entry to plan a top-down budget
93	Line-Item Budgeting	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows organization to use direct entry to plan a bottom-up budget
94	Zero-Based Budgeting	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows organization to use direct entry to plan a ZBB
95	Performance-based Budgeting	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows organization to use revenue drivers or expense drivers or trends to plan and forecast budget

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96	Ability to identify and distinguish federal and state funding sources, and to support the authorization process for receipt of federal funds, based on user-defined criteria (e.g., by program, by project)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
97	Ability to roll-up accounts based on user-defined criteria (e.g., across any level of the organization structure)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
98	Ability to support budget changes required as a result of reorganization (within any level in the organization structure), consistent with changes (proposed or actual), to the accounting organization structure, based on user-defined effective date(s)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
99	Ability to perform calculations based on user-defined rules and guidelines, user-defined time periods, and user authorization level	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Calculation Manager enables users to develop sophisticated business rules
100	Ability to integrate carryover data with the budget process, including but not limited to budget planning, budget documents, and budget forecasting, based on user-defined criteria (e.g., add or remove "one-times")	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
101	Provide word processing capability for entering narrative, using user-defined templates and based on user-defined parameters (e.g., user-defined limits on amount of narrative). This capability shall include but not be limited to:	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
102	Formatting (e.g., bold, underline, font color)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Narrative Reporting uses Microsoft Word's document editing and formatting capabilities
103	Spell Check	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Spell Check is provided by browser selected language.
104	Custom Dictionary	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Dictionary is provided by browser selected language.
105	Thesaurus	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Thesaurus is provided by browser selected language.
106	Ability to download and upload budget narrative to word processing tools, while retaining original format	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Narrative reports are developed using Microsoft Word. They can be exported as Word or converted to PDF for publishing
107	Ability to maintain (store), print, download and/or upload budget information for all budget phases in various user-defined formats (e.g., MS Excel, MS Access, Adobe.pdf, .jpg, XML), based on user-defined parameters	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle allows users to use the power of the Microsoft Office suite applications like Word, PowerPoint and Excel along with the Planning Cloud to generate reports using data from multiple sources
108	For general budget, support online access (in production environment) to historical budget and actual information, for a minimum of 3 previous bienniums, based on user-defined criteria	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
109	Multi-Year display (two previous years, two current years, 4 planning years)	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle data entry forms and reports can be configured to display budget for multiple years

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
110	Approval Workflow (for budget plans up until BOE submittal)	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud delivers Approval functionality that can be configured to meet the Budget approval process of the organization
111	Plan Phase Tracking (As budget plan moves through the various stages, we need the ability to report on and provide comparisons at each phase)	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
112	Document Management for plan submissions and supporting documents	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
113	Reports/Outputs for SOH leadership, BOE, Budget and Finance and the Legislature	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
114	Provide ability to collect and process the data via the new electronic system and produce the Forms via a reporting function in a "pixel perfect" replication for State B&F as they require paper. Budget Plan Submissions for Budget and Finance and Legislature including (Form A, B, C, FF, BJ Tables and Variances). State of Hawaii B&F Budget Forms == https://budget.hawaii.gov/budget/budget-forms/	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
115	Inquiries module (Inquiries to Budget office and responses)	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Any user to the system has a communication mechanism to ask questions and receive answers.
116	Ability to accommodate new submission requirements by Decision Making entities (BOE, GOV and/or Legislature may require budget plans to be submitted in various formats which may change from year to-year)	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
117	Provide ability to post web reports for public consumption	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Narrative Reports and Web Studio reports can be generated to HTML or PDF format for public consumption
118	Salary Projections	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
119	Program Dashboards - KPI (Budget to Actual and Position Appropriated, Established, Filled, Vacant)	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle Planning Cloud comes pre-delivered with Dashboards with rich visual representations of the Budget data
120	Request bank, programs can develop future budget plans and decide which budget year they would like to submit them	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
121	Provide budgeting functionality for C Ps	CIP Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle Project module provides organizations to budget Construction in Process projects
122	Ability to accommodate multiple methods of budgeting (e.g. Zero-based and Performance-based)	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
123	Ability to support all user-defined phases of the budget cycle (e.g., BOE Request, SOH, Executive Budget, House Drafts, Senate Drafts, Conference Budget, Act) by user-defined parameters	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
124	Ability to track budget changes during the budget development process, based on user-defined criteria (e.g., differences in funds/programs/revenues/expenditure amounts, by object of expenditure)	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
125	Provide word processing capability for entering narrative, using user-defined templates and based on user-defined parameters (e.g., user-defined limits on amount of narrative)	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Narrative Reporting uses the Protect feature of Microsoft Word to create a template and enforce formatting across the Budget document
126	Ability to maintain (store), print, download and/or upload budget information for all budget phases in various user-defined formats (e.g., Google Sheets, Google Docs, MS Excel, MS Access, Adobe.pdf, .jpg, XML), based on user-defined parameters	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		MS Excel, PDF, XML, CSV formats are supported. CSV formats can be opened by Google sheets, MS Access etc.
127	For general budget, support online access (in production environment) to historical budget and actual information, for a minimum of 7 previous biennium's, based on user-defined criteria	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
128	Ability to load and perform salary and benefit compensation projections, based on user-defined criteria	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
129	Provide budgeting capabilities, identifying and maintaining information related to positions	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Workforce Budgeting modules can be configured to budget by Position, employee or both
130	Ability to use multiple criteria (e.g., COLAs; across the board adjustments; step increments; pay differentials; special pay; retention bonuses) to project compensation, based on user-defined parameters (e.g., classification, location)	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Workforce Budgeting module can be configured to include various components of Workforce Budget data including multiple Tiers and options
131	Ability to track and summarize positions based on any user-defined stage in the budget process and on any level within the organizational structure, based on user-defined criteria (e.g., certificated, classified, support services personnel, etc.)	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
132	Ability for Programs to reconcile position control with personnel records from the HR System. Eliminate manual monitoring of position ceilings	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Workforce Budgeting uses data from the HR system of record to prepare the Workforce budget. Data from HR is imported prior to the start of the Budget cycle
133	Provide a fully featured function for benefit and associated expense calculation based on user-defined criteria relevant to position attributes, incumbent employee attributes, and vacancy projections	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
134	Provide real-time access and updates (to salary, pay differentials, recruitment and retention bonuses, and fringe benefits) relative to positions and its attributes, by user-defined criteria (e.g., bargaining unit, classification, location, program)	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Workforce budgeting calculates the Position budget at the detail level based on the various Payroll and Fringe Benefit components defined by the organization
135	Ability to project budgeted and adjusted salary and benefit projection (from YTD actuals or known pending adjustments) based on positions and other user-defined parameters	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
136	Ability to allocate and track budget and actual personnel usage (appropriated, established, filled, vacant), by FTE, based on user-defined criteria (e.g. department, office)	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Workforce Budgeting also provides FTE budgeting capabilities
137	Ability to accumulate summary salary and wages information, based on user-defined format	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
138	Ability to allow authorized personnel to adjust budgeted amounts (for salaries and for benefits) by fund, by appropriation and by program resulting from: funding changes, additional allocations, to cover shortages, or for correction of errors made and provide a complete history and audit trail of all adjustments	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
139	Ability to report on budgeted versus actual personnel expenditures, including but not limited to overtime expenditures, based on user-defined parameters	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Actual data from HR is imported periodically into EPM Planning Cloud to run variances
140	Ability to determine/calculate position counts, full time equivalents, employee counts, and automatically adjust the counts when position changes and employee changes occur, based on user-defined parameters (e.g., by organizational unit, by fund, and by bargaining unit)	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
141	Ability to report on actuals and to project future employer costs (e.g., state share of costs for social security, increases due to MOUs) for salaries and benefits for positions, based on user-defined criteria (e.g., percentage, flat rate per employee)	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
142	Ability to calculate the lump sum payment due to staff upon retirement based upon user-defined criteria (e.g., age, leave balance, salary, and effective date of retirement)	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		

Travel	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
1	On a monthly basis, provide a random selection of X% of intra-State travel completion reports for audit purposes	Audit Requirements	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle Expense Auditing configuration provides a wide variety of options to audit and track travel and expense reporting and reimbursement
2	Ability to create and send documentation to employee for appropriate action; track on software	Audit Requirements	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
3	Ability to track specific vendors and amounts associated with T&E expense reimbursements	Audit Requirements	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
4	Ability to track specific vendors associated with individual P-Card purchases	Audit Requirements	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
5	Provide visibility into historic travel expense data	Audit Requirements	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Auditing reporting for expenses are available with seeded reporting and integrated business intelligence reporting
6	Ability to create a travel record that contains the initial T&E request and approvals	Audit Requirements	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Travel Authorization requests can be created and tracked for approval
7	The system shall provide the ability to process and track different types of employee expenses (e.g., travel, relocation, mileage) and other reimbursements (e.g., facilities rentals), based on user-configurable rules (e.g., business rules), with ability to drill-down to all detail.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Expense transactions can be from any number of expense types and accounts
8	The system shall provide the ability for web-based data entry and filing of expense claims based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The application is web based and there is a mobile application for expense entry from Android and Apple devices
9	The system shall provide the ability to electronically manage and route the required supporting documentation (e.g., travel reimbursement package) as part of the online approval process.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Workflow approval routing for expenses are available via mobile, the application or e-mail.
10	The system shall provide for the delegation of authority via workflow and maintenance of audit trail (e.g., action taken and by whom).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
11	The system shall provide the ability to manage and track status of employee advances and employee expense claims via workflow.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Cash advances are available and tracking in the system through expense claims are integrated in expense management
12	The system shall provide the ability to allocate employee expenses based on user defined categories (e.g., Program, organization) and percentages.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Accounting definition by program and organization is available to users as they
13	The system shall provide the ability for an authorized user to reject/return/modify an employee advance request or employee expense claim back to requestor for correction.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Approval workflow allows approvers to reject, request for more information, modify, forward and many other options
14	The system shall provide the ability to generate notification to requestor of the reason(s) for modified (e.g., reduced, cut) employee expense claim or employee advance request.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
15	The system shall provide the ability to process employee advances, including full or partial liquidation of an employee advance from an employee expense claim.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
16	The system shall provide the ability to process respective balance due amounts when employee expense claim exceeds employee advance.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Travel	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
17	The system shall support the ability to match expense report line items to uploaded procurement card and credit card statements (e.g., rental car charges billed directly to credit card).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
18	The system shall provide the ability to track if receipts (e.g., travel documentation) have been received and/or audited.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
19	The system shall interface with HR systems for employee profile information (e.g., bargaining unit rules, nonbargaining unit rules).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle can interface to the HR system to gather profile information for but not for bargaining unit rules.
20	The system shall provide the ability to track and report overdue employee advances.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
21	The system shall provide the ability to age employee advances and to generate a letter and/or e-mail to employees with expense advances based on a user-defined criteria (e.g., employee advance outstanding 30 days, employee advance has been cleared due to filing of employee expense claim).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
22	The system shall provide the ability to make employee reimbursement payments directly to employee's bank account.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Direct deposit and payment methods are available to be setup and modified as needed
23	The system shall provide the ability to identify and process deviations from approved travel, including generation of receivables and personal expenses, based on user-defined criteria and business rules (e.g., personal time associated with travel).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the ability classify personal expenses on travel expenses. This then requires employee to pay the credit card company. Personal expenses can be recognized and accounting is adjusted as needed
24	The system shall provide the ability to track travel cancellations, including applicable credits (e.g., airline ticket credits), based on user-defined criteria.	General			X			Oracle Fusion Enterprise Resource Planning Cloud Service		This would be handled within your Travel Reservation system, and Oracle integrates with the Sabre GetThere application.
25	Ability to monitor travel credits for future travel use	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
26	Online help documentation	Other	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Appliation On-line help is integrated as well as videos for expense training and help
27	Portal for traveler to determine status of travel request/completion	Other	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Mobile application or the application is avialable to use on mobile devices
28	Support both travelers filing their own expense reports and also secretarial support for the same.	Other	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Delegation to support staff is available
29	The system shall provide the ability for management to generate expenditure report information by program, employee, organizational unit, fiscal year, various expenditure criteria (account classification), and/or other user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Seeded Expenditure reports and transactional Business Intelligence reports are flexible available to meet various reporting needs. CherryRoad has a library of prebuilt reports which can be integrated easily with Oracle BI tools.
30	The system shall provide the ability to generate reports to management on the status of expense claims, by approval history, and by other user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Travel	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
31	The system shall provide the ability to generate report/ queries to identify specific expenses, by organization/ expenditure code, fiscal year, description, vendor, and other user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
32	The system shall provide the ability to generate reports on travel based on user-defined criteria (e.g., by bargaining unit, by travel type) and user-defined time period.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
33	The system shall provide the ability to export all related employee expense data in a user-defined format.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
34	The system shall provide the ability to identify taxable/reportable payments (including reportable mileage) based on user-defined criteria (e.g., for same day travel, per diem is taxable; employee receives an out of state per diem and actual travel expenses are less than those established by CBAs).	Taxes	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Taxes are configurable for expense transactions
35	The system shall provide the ability to interface to payroll and generate mandated reports/ forms for taxable/reportable expense payments (e.g. W-2).	Taxes	X					Fusion Enterprise Resource Planning Cloud Service		CherryRoad will develop the interface with the delivered Oracle toolset.
36	The system shall provide the ability to interface with data from State collective bargaining agreements (CBAs) and Federal CONUS (Continental United States) allowable costs to determine taxable income for travel.	Taxes	X					Fusion Enterprise Resource Planning Cloud Service		
37	Automatic conversion of data and documentation from Travel Request to Travel Completion	Travel Completion	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Expenses tracks all requests by an employee for authorization of future expenses.
38	Ability to adjust itinerary upon return, including adjustment of per diem allowance due to additional business travel and/or personal travel	Travel Completion	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Expense reports on submission are able to specify personal expenses
39	Direct deposit of travel advance to employee's bank account for additional reimbursements	Travel Completion	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
40	Automate foreign currency exchange for international travel	Travel Completion	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Automatic Currency conversion is configurable
41	Rule-based workflow and electronic approval; disallow continuation of workflow until all requirements are met (i.e. receipts are attached for each business expense other than per diem and air travel/hotel if PO was processed - cross-referenced);	Travel Completion	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Receipt attachment rules and approval workflow rules are configurable as needed
42	Allow an alternate workflow if there are significant changes in travel (i.e., Increase of 15% or more owed to the traveler or an increase of \$75 or more, Change in destination, Change in account codes, Change in the distribution of account codes, Itinerary change of a day or more)	Travel Completion	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the ability to configure workflow rules within the Expense report application, however for items that related to Travel booking those would be handled by that application.
43	Allow changes to GL distribution	Travel Completion	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Accounting is editable on the expense lines
44	Allow reimbursement adjustments for excess lodging based on policy	Travel Completion	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Travel policies are configurable for lodging
45	Comply with tax laws on excess per diem payments and provide a reporting mechanism for taxable amounts (to be included with salaries and wages)	Travel Completion					X	Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle Expenses would not allow this situation to happen.

Travel	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
46	Mobile application for Travel Completion approval <organization to specify required mobile operating system(s)>	Travel Completion	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle Fusion Expenses runs on iOS or Android.
47	Travel Management integration (e.g., integration with a solution that handles travel bookings; automated audit/validation of travel compliance with policy, including pricing policies and timing policies; expense reporting; receipt submission; final expense approval; etc.)	Travel Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle works with the Sabre GetThere application. Serving millions of business travelers in over 100 countries, GetThere is the industry's most sophisticated and reliable online travel management solution.
48	Ability to generate an expense report/reimbursement request "template" that is able to be populated automatically as documentation is submitted.	Travel Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Oracle Expense Assistant is a skill within the Oracle Fusion Applications Digital Assistant that allows users to create and manage their expenses using a conversational experience. After you enable Expense Assistant, users in your organization can use conversational channels, such as SMS from their mobile phones to perform common expense tasks conveniently.
49	Online itinerary that integrates with Travel Request form	Travel Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
50	Calculate per diem allowance based on collective bargaining unit contracts, including calculations for business versus personal travel based on agency rules (e.g., allowable time for travel with change in time zone, etc.); allow for exceptions (i.e. Lanai travelers)	Travel Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Rates and rules will need to be loaded into Oracle.
51	Incorporate agency travel compliance rules including the completion of supplemental forms as necessary	Travel Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
52	Incorporate FAR (federal funds only) for CONUS regulations	Travel Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
53	Ability to book air travel and hotel accommodations based on itinerary (optional for employee)	Travel Management			X			Oracle Fusion Enterprise Resource Planning Cloud Service		Expenses supports integration with the GetThere travel partner. In addition, integration with other travel partners is supported using REST services. Expenses provides you the flexibility to integrate with multiple travel partners to meet the requirements of your organization.
54	Option for an employee to book travel outside of the application and ability to record the itinerary in the system	Travel Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
55	Allow the attachment of travel documentation	Travel Request	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
56	Direct deposit of travel advance to employee's bank account	Travel Request	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Travel ID#	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity H / M / L	Offeror Comments
			Y	C	3	F	N			
57	Rule based workflow and electronic approval; disallow continuation of workflow until all requirements are met (i.e., receipts are attached for each business expense other than per diem and air travel/hotel if PO was processed - cross-referenced)	Travel Request	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Receipt requirements can prevent submission
58	Allows multiple GL distributions per travel line item; GL distributions may be split by percentage, amount, quantity	Travel Request	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows employees to split by amount.
59	Mobile application for Travel Request approval	Travel Request	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Approvals are available in the mobile application
60	Allow for "no-cost" travel	Travel Request	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
61	Allow for adjustments to travel information following the initial travel request and/or approval	Travel Request	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
62	The system shall provide the ability to initiate online travel requests and obtain online travel authorization approval, while automating the compliance/verification of user-defined travel policies.	Travel Requests	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Travel authorization online includes approval workflow and policy validations
63	The system shall provide the ability to define business rules for travel requests and reimbursements based on category of traveler (e.g., student, teacher) and other user-defined criteria.	Travel Requests	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
64	The system shall provide the ability to automatically generate calculations based on state approved rates (e.g., IRS mileage rate; per diems), with the ability of the requestor to override standard entries with explanation.	Travel Requests	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Automated calculations are created for mileage and per diems per policies
65	The system shall provide the ability to flag for review any travel dates that overlap with other travel dates or claims.	Travel Requests			X					Overlapping travel dates can be checked by your reservations provider. Oracle integrates with Sabre GetThere application.

eProcurement Interface			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
			1	API to/from the State's eProcurement platform expected to be launched in 2022 (<i>RFP in progress</i>)	Application Programming Interface (API)	X				
2	API to include:	Application Programming Interface (API)								
3	budget/funds verification and encumber funds for P Card usage	Application Programming Interface (API)	X							CherryRoad will develop the interface with the delivered Oracle toolset.
4	import vendor master data and remittance information	Application Programming Interface (API)	X					Oracle Fusion Procurement Cloud Service		CherryRoad will develop the interface with the delivered Oracle toolset.
5	validate account codes used inbound to EFS	Application Programming Interface (API)	X					Oracle Fusion Procurement Cloud Service		CherryRoad will develop the interface with the delivered Oracle toolset.
6	validation with Hawaii Compliance Express (HCE)	Application Programming Interface (API)	X							CherryRoad will develop the interface with the delivered Oracle toolset.

Grant Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	For new grants, the system shall provide the ability to integrate with the budget execution process including but not limited to:	Budgeting	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Enterprise Performance Management Enterprise Cloud Service		Approval Workflow can be configured to route the Award through the budget execution process
2	Submission to Governor (and/or other authorizing department)	Budgeting	X					Oracle Enterprise		
3	Request to DAGS for appropriation symbol	Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
4	Request to B&F for allotment for funds (A19)	Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
5	Requests to B&F for increase in budget ceiling (for new grants, which are on-going versus one-time)	Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
6	For increased awards to existing grants, the system shall provide the ability to integrate with the budget execution process including but not limited to:	Budgeting	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Enterprise Performance Management Enterprise Cloud Service		Approval Workflow can be configured to route the Award through the budget execution process
7	Submission to Governor (and/or other authorizing department) for approval to increase appropriation ceiling and expend	Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
8	Request to DAGS for increased appropriation ceiling	Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
9	Request to B&F for allotment for funds (A19)	Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
10	Requests to B&F for increase in budget ceiling	Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
11	The system shall provide the ability to set budget controls for various categories (e.g., funding source, cost category, administrative overhead, matching funds), based on user-defined criteria (e.g., as a percentage or a flat amount).	Commitment Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Users can enable Budgetary controls for Projects either at the Award, Project, Resource, Funding Source
12	The system shall provide the ability to track budget controls, based on user-defined criteria.	Commitment Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Budget Control provides organization various options in tracking Project Budgets
13	The system shall provide the ability to perform budgetary control edits prior to posting grant transactions.	Commitment Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service		All Project transactions initiated in subledger modules are subject to budget Controls (Fund Check and Fund Reserve)
14	The system shall provide the ability to both automatically and manually generate grant numbers based on user-defined criteria (e.g., many departments use Federal grant number to track grants).	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Contract type can be set to auto numbering to auto number Grant Awards
15	The system shall provide the ability to maintain grant detail information, based on user-defined time periods (e.g., grant inception-to-date).	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Grants uses Projects to track costs. Costs are track in projects by transaction date. This allows the ability to report Grant information based on different time periods

Grant Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
16	The system shall provide the ability to maintain and track grants by user-defined criteria (e.g., grantor information; grantee information; funds, CFDA number, formula vs. discretionary grants; investment).	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the ability to track different Grant attributes such as CFDA number, Sponsor Award number, Federal Aid Project #, Proposal number, etc. in addition to the addition of custom field to track other attributes
17	The system shall provide the ability to establish grant and sub-grant(s) structure (e.g., program ID), and to manage the relationship within this structure.	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
18	The system shall provide the ability to manage grants with sub-grantee(s) who are responsible for awarding and managing grant dollars to other entities (e.g., counties who are sub-grantees for Homeland Security grants that award dollars to other entities in their county).	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		Oracle functionality around subrecipient is limited to tracking the Subrecipient as a Supplier and associating the Purchase Orders to the Award
19	The system shall provide the ability to identify user-defined cost categories for reporting purposes (e.g., Title II; federal budget cost categories state budget cost categories).	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Expenditure Type, project costs can be categorized for reporting
20	The system shall provide the ability to automate alignment of state budget cost categories with federal budget cost categories based on user-defined criteria.	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Expenditure Type, project costs can be aligned to federal budget cost categories
21	The system shall provide the ability to track and maintain awards for multiple grant years based on user-defined criteria.	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the capability to manage multi-year grants
22	The system shall provide the ability to copy award information based on user-defined criteria (e.g., copy award from current FY to next FY).	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
23	Ability to both automatically and manually generate grant numbers based on configurable criteria	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Contract type can be set to auto numbering to auto number Grant Awards. If Auto numbering is turned off, Grant Awards can be assigned numbers manually
24	Ability to maintain grant detail information, including but not limited to award date, lapse date, liquidation date, etc.	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides delivered fields to track the comment Award related dates. However, using DFF extension fields, the system can be configured to capture additional attributes
25	Ability to maintain and track grants by user-defined criteria (e.g., grant number, grantor information, funds, CFDA number, formula vs. discretionary grants, etc.)	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the ability to track different Grant attributes such as CFDA number, Sponsor Award number, Federal Aid Project #, Proposal number, etc. in addition to the addition of custom field to track other attributes
26	Ability to establish grant and sub-grant(s) structure, and to manage the relationship within this structure	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the ability to link the subrecipient and the associated Purchase Order to the original Grant Award
27	Ability to identify user-defined budget / cost categories for reporting purposes	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Expenditure Type, project costs can be categorized per the customers needs
28	Ability to track and maintain awards for multiple grant years based on configurable criteria	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the capability to manage multi-year grants

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29	At a minimum, the solution enables tracking of grants via the GL	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Grants are tracked using Projects in the Projects ledger. They are not tracked in General Ledger
30	Accommodate multiple fiscal calendars (i.e., Hawaii vs. federal) and provide the ability to generate grants reporting using either calendar as the basis.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects can be defined to use different calendars
31	The system shall provide support for grant proposal development process based on user-defined criteria , including but not limited to the following related processes:	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
32	Develop new, continuation and revised proposals	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
33	Enter all related program/proposal Information(e.g., organization, persons, special items, resources, keywords, etc.)	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Proposal information can be captured using Awards in Draft status.
34	Respond to compliance questions/queries	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
35	Review and customize biographical info and other supporting data	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Personnel information can be captured using Awards in Draft status.
36	Send status notification to related parties	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
37	The system shall provide the ability to protect sensitive information as required throughout the grant development and award process.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Enterprise Performance Management Enterprise Cloud Service		Using the Principal Investigator role and other roles, Award information can be limited to authorized users
38	The system shall maintain data, manage the process, and provide workflow across the entire grant cycle, from development through award to closure, based on user-defined criteria and approvals (e.g., grant name/ description; date application submitted; date application approved by grantor; grant beginning/ close-out date).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle PPM Cloud delivers Approval Workflow functionality for various changes to a Award
39	The system shall provide the ability to insert narratives and to include attachments to the grant record, including but not limited to: Federal award letters, special conditions, grantor correspondence, etc.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Notes and attachments can be attached to a Grant Award
40	Maintain data, manage the process, and provide workflow across the entire grant cycle, from the beginning to close-out date	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Approval Workflow can be configured for various changes to the Award.
41	Ability to insert narratives and to include attachments to the grant record, including but not limited to: Federal award letters, special conditions, grantor correspondence, etc.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Notes and attachments can be attached to a Grant Award
42	The system shall provide the ability to interface with grant-related Federal Government databases included but not limited to: SAM.gov and Grants.gov.	Interfaces	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will develop the interface with the delivered Oracle toolset.
43	The system shall provide the ability to generate grant award letters and contract awards, based on user-defined templates and user-defined criteria (e.g., incorporate grant requirements into sub-grantee award letters and documentation).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		

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44	The system shall provide the ability to establish and manage multiple contracts tied to a specific grant based on user-defined criteria (e.g., contracts to multiple sub-grantees).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		
45	The system shall provide the ability to develop and maintain budgets for sub-grantees based on user-defined criteria (e.g., freeze initial detailed budget worksheet; maintain budget throughout the life of the grant).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		
46	The system shall provide the ability to confirm contractor compliance, including cross-reference with vendor exclusion lists (e.g., SAM, HCE).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service; Oracle Fusion Risk Management Cloud Service		Attributes on Supplier data can be used to track Contractor compliance
47	The system shall provide the ability to distribute costs within a grant, based on user-defined criteria (e.g., by category).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Costs can be distributed within a Grant either manually using the Projects transaction page or automatically using Projects allocation
48	The system shall provide the ability to calculate, track, control, and report on indirect costs (e.g., capital depreciation expenses) based on user-defined criteria and user-defined time period.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Indirect projects, Oracle allows organizations to track indirect cost and subsequently allocate them appropriately to projects
49	The system shall provide the ability to compare actual expenditures to forecasts.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides multiple Cost based KPI to track and forecast project costs
50	The system shall provide the ability to calculate available grant balances from user-defined criteria (e.g., expenditures; encumbrances).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Award dashboard provide this information in realtime
51	The system shall provide the ability to manually enter on-line and to automate recording of grant encumbrances for labor, usages and miscellaneous related transactions based on user-defined criteria.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects allow Costs to be entered manually
52	The system shall provide the ability to generate grant billings based on user-defined criteria (e.g., grantor requirements; itemize by sub-grantee) and reconcile receipts based on grant invoices.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Each Award generate a Customer Contract that uses the associated Bill Plan and Billing controls to generate reimbursement invoices
53	The system shall provide the ability to process request for draw-down of Federal funds based on user-defined criteria (e.g., flag transaction errors to prevent drawing down on these transactions).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project Billing generates the invoice details required to initiate a Draw down. However Draw-downs are done outside of Oracle Cloud application. They are recorded using a Receipt and reconciled using the Bank statement
54	The system shall provide the ability to process internal billings to other state agencies (e.g., sub-grantees) based on user-defined criteria (e.g., incorporating specific grant forms within the electronic workflow).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle support internal billing to other state agencies
55	The system shall provide the ability to manage billings by sub-grantee, based on user-defined criteria (e.g., place holds on payments to sub-grantees for non-performance; in compliance with Transparency Act, confirm that sub-grantee check is cashed).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Sub-grantees can be managed as suppliers using the Accounts Payable functionality

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56	The system shall provide the ability to monitor the status of grant related receivables/receipts, refunds (e.g., for funds overdrawn), and deferrals/retention based on user-defined criteria..	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Accounts Receivables will detailed information on the open Receivables and the status of the remittance
57	The system shall provide the ability to prevent transactions posting against an expired, inactive, or otherwise "closed" grant, with ability to override based on user-defined authorization.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Closing a Contract closes the associated award which then prevents any transactions from being recorded against the underlying Project
58	The system shall provide the ability to track hours expended for all grants/programs by organizational unit, pay period, employee, account number and other user-defined criteria.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Oracle HCM Cloud's Timesheet functionality, organizations can enforce Projects and tasks level reporting on timesheets to subsequently allow the capture of detailed labor cost
59	The system shall provide the ability to generate advance notifications of grant end dates or other user-specified events and alerts (e.g., expenses due, draw-down of funds, expenditure balances), by user-defined process (e.g., prompt at point of user transaction; report), based on user-defined criteria.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
60	The system shall provide the ability to support processing of carryovers, grant extensions and amendments based on user-defined criteria.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle supports grant extensions, amendments and carryovers
61	The system shall provide the ability to close a grant for purposes of incurring new obligations, and to leave a grant open for purposes of expenditures tied to existing obligations.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
62	The system shall provide the ability to close and reopen grant codes at the grant/program level, preventing users from having to close each budget line associated with the specified grant/program.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Grants are closed by closing the associated Contract
63	The system shall provide the ability to close and reopen grants for specific associated budget lines while others remain active, without the user having to adjust individual lines.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
64	The system shall provide the ability to integrate with SPO website for contract close-out reporting based on user-defined criteria (e.g. total expenditures, major accomplishments, etc.).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Analytics Cloud; Fusion ERP Analytics		CherryRoad will develop the interface with the delivered Oracle toolset.
65	The system shall have the ability to track and reconcile federal funds, including those awarded for a special purpose or a grant, based on user-defined criteria (e.g., budget adjustments at the fund/office level).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
66	The system shall provide the ability to track compliance with federal funding requirements based on user-defined criteria (e.g., track A133 audits across departments).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
67	The system shall provide the ability to reconcile grant data with external funding agency data based on user-defined criteria.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

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68	The system shall provide the ability to identify and maintain detail for State/ other non-federal funds, and in-kind contribution used as a match for federal fund grants and to prevent the counting of these same funds as a match more than once based on user-defined criteria (e.g. match requirements set forth in an award letter; maintenance of effort requirement; match for sub-grantees).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Funding Sources, organizations can track the various source of Grant funds
69	The system shall provide the ability to calculate costs to State programs receiving Federal funds, which can be allocated in accordance with the State of Hawaii's Cost Allocation Plan and/or department cost-allocation plans (e.g., DHS Cost Allocation Plan).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Enterprise Performance Management Enterprise Cloud Service		
70	The system shall provide the ability to monitor/calculate the total interest earned by grants which have an appropriation account included in the investment pool.	Manage Grant			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
71	The system shall provide self-service capabilities for sub-grantees, including but not limited to: view contract information; submission of forms, such as change request and reimbursement request.	Manage Grant	X					Oracle Fusion Procurement Cloud Service		Supplier Portal can be used to provide Sub-grantees access to contract information and reimbursment request invoices.
72	The system shall provide the ability to establish monitoring requirements, by grant, by organization (e.g., sub-grantee), based on user-defined criteria (e.g., 20% of service providers required to be audited by specific date, etc.)	Monitoring	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
73	The system shall provide the ability to trigger or initiate monitoring activities based on user-defined criteria (e.g., audit results).	Monitoring	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Risk Management Cloud Service		
74	The system shall provide the ability to create and perform adhoc and pre-defined analytical calculations based on user-defined criteria (e.g., sub-grantee actual expenditures versus budgeted; sub-grantee actual units of services versus budgeted).	Monitoring	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
75	The system shall provide the ability to enter and associate individual and/or organization contact information in relation to specific monitoring cases.	Monitoring	X					Oracle Fusion Risk Management Cloud Service		
76	The system shall provide the ability to track monitoring recommendations, corrective actions and responses.	Monitoring	X					Oracle Fusion Risk Management Cloud Service		
77	The system shall provide the ability to assign monitoring codes to each case and maintain recommendations.	Monitoring	X					Oracle Fusion Risk Management Cloud Service		
78	The system shall provide the ability to display and report summary and detailed monitoring case information.	Monitoring	X					Oracle Fusion Risk Management Cloud Service		
79	The system shall provide the ability to track complaint information and sources of complaints.	Monitoring	X					Oracle Fusion Risk Management Cloud Service		
80	The system shall provide the ability to electronically enter and associate monitoring reports with contractors, including but not limited to: cleared/resolved findings, corrective actions.	Monitoring	X					Oracle Fusion Risk Management Cloud Service		

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81	The system shall provide the ability to issue, print and track notices of non-compliance.	Monitoring	X					Oracle Fusion Risk Management Cloud Service		
82	The system shall maintain an archive of contractor (e.g., sub-grantee) reports and performance information, by grant, based on user-defined criteria.	Monitoring	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
83	The system shall provide the ability to electronically generate and transmit notices of non-compliance based on user-defined criteria including but not limited to: date of non-compliance.	Monitoring	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
84	Alignment/linking of grant outcomes to funded academic plans	Outcomes tracking	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
85	Support multiple separate projects to track specific expenditures toward specific promises/outcomes at the individual grantee level	Outcomes tracking	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
86	Tracking enablement for specific grants and outside funding which SOH tracks, including IDEA, various Titles, e-Rate, etc.	Outcomes tracking	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
87	Ability to track grant requirements and outcomes throughout the lifecycle of the grant and monitor progress	Outcomes tracking	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
88	The system shall provide the ability to track and record transactions applicable to individual grants at all levels of the account classification (i.e., organization, program, object, fund, appropriation) by user-defined time period (e.g., month, YTD, inception to date), by organization level for all grants, based on user-defined criteria (e.g., expenditures vs. budgeted; expenditures vs. revenues; grant budget; grant amount per participant).	Record and Track Grant Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Awards use Projects to track details project expenditure transactions.
89	The system shall provide the ability to track and record grant-related salaries, benefits, and other non-salary, labor-related costs, based on user-defined criteria (e.g., in compliance with payroll certification requirements set forth in OMB Circular A-87, Attachment B, Paragraph 8 h.(3)).	Record and Track Grant Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Awards use Projects to track details project expenditure transactions. Using Activity based reporting, timesheets can be configured to require Project and task level reporting that can then be interface to Projects for labor cost collections
90	The system shall provide the ability to record miscellaneous adjustments, reclassifications and interfund transfers associated with grants.	Record and Track Grant Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Expenditure transactions against the Award projects can be adjusted as necessary
91	The system shall provide the ability to track fixed assets purchased with grant funding based on user-defined criteria.	Record and Track Grant Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
92	Ability to track and record transactions applicable to individual grants at all levels of the account classification (i.e., organization, program, object, fund, appropriation) by user-defined time period (e.g., month, YTD, inception to date), by organization level for all grants, based on user-defined criteria (e.g., expenditures vs. budgeted, expenditures vs. revenues, grant budget, grant amount per participant, etc.)	Record and Track Grant Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects associated with the Award allows for detailed cost collection across the entire Oracle ERP Cloud application
93	Ability to record miscellaneous adjustments, reclassifications and interfund transfers associated with grants (e.g., FIFO adjustments to	Record and Track Grant Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud		
94	Ability to track fixed assets purchased with grant funding based on configurable criteria	Record and Track Grant Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

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95	The system shall provide a grant dashboard based on user-defined criteria (e.g., dashboard view for grants managers of assigned grants).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Oracle delivers dashboards to provide PIs and Grant administrators quick access to Award financial data	
96	The system shall provide the ability to generate a grant/sub-grant listing, by user-defined time period (e.g., Accounting Fiscal Year, Budget Fiscal Year), based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
97	The system shall provide the ability to generate grant/sub-grant detail transaction reports, based on user-defined time period (e.g., month, quarterly, YTD, inception-to-date), based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
98	The system shall provide the ability to generate a query and/or report (with drill-down capability) by grant/sub-grant, by user-defined time period (e.g., month, year, inception to date), by other user-defined parameters (e.g., Federal Catalog Number, Legislative District), based on user-defined criteria (e.g., budgeted vs. actuals).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
99	The system shall provide the ability to generate a query and/or report on grants at all levels of the account classification (e.g., organization, program, object, fund, appropriation), with the ability to summarize across departments, based on user-defined criteria (e.g., expenditures vs. budgeted; expenditures vs. revenues).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
100	The system shall provide the ability to separate prior years expenditures and prior years budget for generally accepted accounting principles (GAAP) and governmental accounting standards board (GASB) reporting, by user-defined period (e.g., Accounting fiscal year, Budget fiscal year, calendar year), by user-defined criteria (e.g., inception-to-date budget, remaining budget, multi-year budget).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
101	The system shall provide the ability to customize the "roll up" of individual account line items into various personnel, operating or other categories to comply with grant reporting requirements.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
102	The system shall provide the ability to generate expenditure and exception reports for compliance with funding agency reporting requirements and compliance, based on user-defined criteria (e.g., by sub grantee).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
103	The system shall provide the ability to transmit and receive reports/information electronically to/from all grantee/grantor agencies, based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
104	The system shall provide the ability to generate reports, based on specific grant requirements (e.g., only specific line items are eligible expenditures) and other user-defined requirements.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
105	The system shall provide the ability to generate federal financial reporting and payment requisition forms by any level within the organization structure, by project number, by federal/state grant number, by program structure, and by any other user-defined identifier.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
106	The system shall provide the ability to generate payroll certification reports required by Federal grant requirements, in compliance with OMB Circular A-87, Attachment B, Paragraph 8.h (3).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

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ID#	Requirements		Y	C	3	F	N			
107	The system shall provide the ability to generate report on State/ other non-federal funds, and in-kind contribution used as a match for federal fund grants based on user-defined criteria (e.g. match requirements set forth in an award letter; maintenance of effort requirement).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
108	The system shall provide the ability to generate Federal grant reports in compliance with Federal Cost Principles and Allowable Costs set forth in OMB circulars (e.g. A-122)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
109	The system shall provide the ability to generate single and program-specific audits in compliance with Federal grant requirements set forth in OMB Circular A-133, including but not limited to:	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
110	Financial Statements	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
111	OMB Circular A-133 Compliance Report	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
112	Schedule of Expenditures of Federal Awards (SEFA)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
113	The system shall provide the ability to generate reports in compliance with MWBE (Minority and Women Owned Business Enterprise) reporting requirements, EPA green initiatives, and other Federal reporting requirements	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		
114	The system shall provide the ability to generate audit reports based on user-defined criteria (e.g., report with assumptions and related criteria used to develop billing rates).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
115	The system shall provide the ability to automatically upload and incorporate the approved/valid Indirect Cost Rate and Fringe Benefit Rate to be used in the Federal Financial Report.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
116	The system shall provide the ability to generate the Indirect Cost Rate Proposal based on federal grant requirements set forth in OMB Circular A-133.	Reporting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
117	The system shall provide the ability to automatically update the USDA contact information on Indirect Cost Rate Proposal Submission (e.g., name, mailing address, e-mail address, contact number).	Reporting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
118	The system shall support online submission of the Indirect Cost Rate Proposal based on user-defined criteria.	Reporting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		CherryRoad will develop the interface with the delivered Oracle toolset.
119	Provide a grant dashboard based on user-defined criteria (e.g., dashboard view for grants managers/accountants of assigned grants)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
120	Ability to generate a grant/sub-grant listing by user-defined time period (e.g., Accounting Fiscal Year, Budget Fiscal Year) based on configurable criteria	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
121	Ability to generate grant/sub-grant detail transaction reports, and to generate a query and/or report (with drill-down capability), based on user-defined time period (e.g., month, quarter, YTD, inception-to-date), based on configurable criteria	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

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122	Ability to generate a query and/or report on grants at all levels of the account classification (e.g., organization, program, object, fund, appropriation)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
123	Ability to report budget and expenditures based on user-defined budget / cost categories; by user-defined period and user-defined criteria	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
124	Ability to customize the "roll up" of individual account line items into various personnel, operating or other categories to comply with grant reporting requirements	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
125	Ability to generate expenditure and exception reports for compliance with funding agency reporting requirements and compliance, based on user-defined criteria (e.g., by sub grantee)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
126	Ability to transmit and receive reports/information electronically, to and from all grantee and grantor agencies, based on user-defined criteria	Reporting	X							CherryRoad will develop the interface with the delivered Oracle toolset.
127	Ability to generate reports based on specific grant requirements (e.g., only specific line items are eligible expenditures) and other user-defined requirements	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
128	Ability to generate payroll certification reports required by Federal grant requirements, in compliance with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
129	Ability to generate report on State/other non-federal funds, such as cost sharing, matching, or in-kind contribution used as a match for federal fund grants	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
130	Ability to generate Federal grant reports in compliance with the Uniform Guidance, including but not limited to:	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
131	(1) Financial Reports (e.g., SF-425)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
132	(2) Schedule of Expenditures of Federal Awards (SEFA)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
133	Ability to automate recurring searches/reports	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
134	Ability to internally track grant proposal status, and accommodate the upload of associated documentation in multiple file formats	SOH acts as Grantor	X					Oracle Fusion Procurement Cloud Service		
135	Ability to manage online grant applications, monitor for completion, and automate compliance checks and communication	SOH acts as Grantor	X					Oracle Fusion Procurement Cloud Service		
136	Ability to create and design grant forms in a flexible way that is adaptable to multiple grant types, lengths, etc.	SOH acts as Grantor	X					Oracle Fusion Procurement Cloud Service		
137	Ability to track grantee interactions and manage grantee relationships.	SOH acts as Grantor	X					Oracle Fusion Procurement Cloud Service		

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
1	The system shall provide the ability to comply with all provisions of federal law and regulations pertaining to retaining the bondholders' exemption from federal income taxation on interest paid on state bonds.	Bond Accounting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
2	The system shall provide the ability to transfer Cash between Sub-	Bond Accounting			X			Cash and Liquidity		CherryRoad has included Kyriba as the
3	The system shall provide the ability to account for bond escrow investments and to provide user-defined notification of maturity and interest earnings for debt service payments.	Bond Accounting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
4	The system shall provide the ability to calculate debt service requirements for all outstanding bonds, by payment types (e.g., principal, interest, total), by time period (e.g., fiscal year, fiscal quarter), by category (e.g., GO, GOR, revenue) and by department/entity (e.g., DHHL, Highways, Airports, Harbors, etc.) .	Bond Accounting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
5	The system shall have the ability to sub-total debt service requirements based on user-defined criteria.	Bond Accounting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
6	The system shall provide the ability to compute accrued interest payable.	Bond Accounting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
7	The system shall provide the ability to amortize bond issuance cost, deferred gain/loss on bond refunding, bond premiums and discounts and easily adjust, if applicable, for defeasements.	Bond Accounting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
8	The system shall have the ability to provide bond administration system functionality, by bond type (e.g., General Obligation, General Obligation Reimbursable, and Revenue), including but not limited to:	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
9	Set up Bond Issuance schedule	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
10	Prepare Closing Instructions	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
11	Calculate and Service Debt	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
12	Reconcile Bonds Outstanding	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
13	Manage Fee Contract (e.g., set up contract; fee payments)	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
14	Manage IRS requirements related to non-purpose investments (e.g., rebate calculations and payments).	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
15	Manage Swaps (e.g., set up swap; swap payments; swap accruals)	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
16	Set up and Calculate Amortization Schedule (e.g., by fiscal year, by fiscal quarter)	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
17	Maintain (e.g., modify) Amortization Schedule	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
18	The system shall provide the ability to maintain and report bond information including but not limited to: bond balances, series, date of issuance, investment rates, maturity dates, original amount, and callable/noncallable.	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
19	The system shall provide the ability to track bonds based on user-defined criteria (e.g., callable vs. non-callable; type of bond).	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
20	The system shall provide the ability to track the type of bond issuance during the budget request process.	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
21	The system shall provide the ability to track expenditures and cash balance by bond issuance based on user-defined criteria.	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
22	The system shall provide the ability to track bond reserves (e.g., opening and ending balances, additions and deletions) based on user-defined criteria (e.g., by project).	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
23	The system shall provide the ability to record defeasements and track defeased bonds based on user-defined criteria.	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
24	The system shall have the ability to provide debt management system functionality, including but not limited to:	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
25	Set Up and Maintain Financing Calendar	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
26	Set up Bonds	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
27	Calculate Basis Mismatch and Bond Yield	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
28	Payment of Debt Service	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
29	Transfer Agent Services for State Issued Bonds	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
30	Fiscal Agent Services for State Issued Bonds	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
31	Ad Hoc and Trend Analysis (e.g., interest rates in bond market; financial and economic trends that impact bonds)	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
32	Required Reporting (e.g., disclosure)	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
33	The system shall provide the ability to generate forecasts for debt ratio based on forecasting debt requirements to projected General Fund revenues over a user-defined time period, based on user-defined criteria.	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
34	The system shall provide the ability to accumulate loans at any attribute (or combination of attributes) associated with the account or organizational structure, by project structure, by phase/cost element, over multiple years, for a user-defined time period.	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
35	The system shall provide the ability to support loans (e.g., interfund loans, program loans, intrafund loans) tracking, by any level in the organizational hierarchy, by user-defined periods (e.g., over multiple years, over multiple fiscal years), based on user-defined parameters, including but not limited to:	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
36	Fund	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
37	Appropriation	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
38	Organization Structure	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
39	Project(s)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
40	Loan Date	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
41	Interest Rate	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
42	Payments (principal and interest)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
43	YTD Payments (inflow vs. outflow)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
44	Payment Dates (inflow vs. outflow)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
45	Penalties/Interest	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
46	User-defined Loan Category (e.g., leveraged; restricted)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
47	Loan Terms	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
48	Legal/Federal Loan Requirements	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
49	Authority (Citation and Amount)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
50	Decisions To Forgive Debt (partial or full)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
51	Fees/ NSF	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
52	Write-offs As Bad Debt	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
53	The system shall provide the ability to track loan activity, based on user-defined criteria, including but not limited to:	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
54	Source of Loan: (e.g., general fund, revenue bond, special revenue fund loan, federal fund, enterprise fund, pool loan)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
55	Type of Loan (e.g., cash flow, statutory or budget act, revolving loan, program loan, reimbursement loan, guaranteed loan, loan converted from grant)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
56	Other (e.g., Bond authority traded between organizations)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
57	The system shall provide the ability to track various types of adjustments to authorized expenditures or revenues resulting from loan transactions, across multiple years, based on user-defined criteria.	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
58	The system shall provide the ability to create and maintain (e.g., modify) an amortization schedule for any type of loan, based on user-defined criteria (e.g., adjustments that would account for unscheduled principal reductions or any other change that would render the original schedule obsolete).	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
59	The system shall provide the ability to generate, track and modify multiple versions of loan projections, at any time during the fiscal year, based on user-defined criteria (e.g., amortization schedules), for user-defined parameters, including, but not limited to the following:	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
60	Loans, By Type (e.g. loans under repayment; loans not under repayment)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
61	Loan Principal	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
62	Loan Interest	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
63	Loan Fees and Returned Check Fees	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
64	Deferred Revenue	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
65	Other	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
66	The system shall provide the ability to reconcile loans, showing disbursements and repayments at the fund level to overall GL account, based on user-defined criteria (e.g., by school district).	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
67	The system shall provide the ability to track repayment of loans which are funded through General Obligation Bonds and to refund the associated debt service costs based on user-defined criteria (e.g., by department; by project).	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
68	The system shall provide the ability to calculate amortization of construction interest, based on user-defined criteria.	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
69	The system shall provide the ability to calculate interest accrued in an user-defined time period (e.g., particular fiscal year) and to calculate cumulative interest expense, based on user-defined criteria.	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
70	The system shall provide the ability to generate reports on private activity, by bond issuance, based on IRS requirements and bond-funded project timeframes (e.g., at proposal (budget request), allotment (approval to proceed with project), project completion stages (when the asset is put into service), and changes in activity related to asset).	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
71	The system shall have the ability to provide folder for each Series of GO Bonds, with the following information:	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds ID#	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity H / M / L	Offeror Comments
			Y	C	3	F	N			
72	Year and Series Designation;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
73	Whether Bonds are Tax-Exempt, Tax-Advantaged (BABs, QECBs) or Taxable;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
74	Purpose of Bonds: New Money or Refunding or Combination;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
75	Date of Sale of Bonds;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
76	Date of Issue of Bonds;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
77	Principal Amount;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
78	Whether Bond is fixed interest rate or variable rate;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
79	Reoffering Price of Bonds;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
80	Uses of Bond Proceeds	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
81	Amount used for costs of issuance (including underwriter's discount;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
82	Amount use for New Money- cap ex;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
83	Amount used for working capital;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
84	Amount used for Refunding	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
85	Amount used to reimburse expenditures made prior to the Date of Issue of the Bonds; and	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
86	Other Uses;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
87	Identification of Purposes Financed and/or Refinanced	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
88	For New Money: list each Project allocated to the Bonds, with the following information:	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
89	Department Name, Act No., SLH No.,	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
90	Date of enactment of the Act,	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
91	Title of Project,	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
92	Amount of Expenditures Allocated to Bonds,	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
93	Amount of Allocated Expenditures expended by date and amount,	New Bond Allocation			X			Cash and Liquidity Management Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
94	Amount of expenditures allocated to Governmental Purpose,	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
95	Amount of expenditures allocated to Private Purpose,	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
96	Type of Expenditure (i.e., acquisition, construction, renovation, repair), and	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
97	Provide a link to the Capital Improvement Project folders (described below) for each Project to which proceeds of the Bonds are allocated,	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
98	For Refunding: for each series of refunded bonds provide a link to the folder for that refunded series;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
99	Arbitrage Yield on the Bonds;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
100	Bond Average Life based on Reoffering Price; and	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
101	Whether other bonds sold within 15 days of the Bonds, and if so, a link to the folder for such other bonds.	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
102	The system shall have the ability to provide folders for each Capital Improvement Project to be funded by State GOs or Other States Funds, with the following information:	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
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103	(a) Department Name;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
104	(b) Title of Project;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
105	(c) Act No.; SLH Year;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
106	(d) Aggregate Authorized cost amount for Project for all Fiscal Years;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
107	(e) Expected economic life of Project;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
108	(f) Amount of Project cost allocated to a particular Bond Series;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
109	(g) Amount of Project expenditures allocated to a particular Bond Series and date of each such expenditure;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
110	(h) Type of expenditure (acquisition of building or equipment, construction, renovation, repair);	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
111	(i) Whether Project is a Governmental Purpose Project or a Private Purpose Project. A Private Purpose Project is any Project other than a Governmental Purpose Project. To qualify as a Governmental Purpose Project, one of the following must be true with respect to the Project:	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
112	(j) There is no sale, installment sale, loan, financing lease or operating lease, license, management agreement, or customized contract to sell output, to or with a person other than the State, a County, or a City or agency or instrumentality thereof. For example, the contracting person cannot be a 501(c)(3) organization or the federal government;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
113	(ii) There is a transfer of ownership, use or output of the Project to a person other than the State, County or City or agency or instrumentality thereof who (x) is unrelated to a State, a County, a City, or instrumentality thereof and (ii) makes no payment for ownership or use of the Project (i.e., a grant of the Project) or makes payments that do not exceed the State's direct costs of operating and maintaining the Project;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
114	(iii) There is no transfer of ownership or use of the Project to a person who is other than the State, County or City or agency or instrumentality thereof, except for a management agreement and either (x) the State has determined that the management agreement is a "qualified management agreement" under IRS Revenue Procedure 2017-13 or the Project being managed is not used to provide services third parties for a fee; or	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
115	(iv) The Project consists of a transfer of proceeds to a State agency or instrumentality but the proceeds are not ultimately used to make a loan to a person other than the State, County or City or agency or instrumentality thereof and any use of the Project by a person other than the State, County or City or agency or instrumentality thereof satisfies (a), (b) or (c) above;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
116	(j) if the Project is a Private Purpose Project a description of the type of private use; and	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
117	(k) if the Project is a Governmental Purpose Project, whether there has been any change of use of the Project from the originally expected use and if so, a description of such change of use.	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
118	The system shall have the ability to input data on projects on a periodic basis, including projects not initially receiving an allotment of capital improvement funds and including any information regarding a change in use.	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
119	The system shall have the ability to input expenditure data on a periodic basis and allocation of such expenditures by Bond Series and by Project	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
120	The system shall provide the ability to generate loan reports and incorporate loan data in standard finance and budget reports, based on user-defined criteria (e.g., summary, detail), including but not limited to the following:	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
121	Actuals	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
122	Budgeted	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
123	Budgeted Versus Actuals	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
124	Projected Versus Actuals	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
125	Fund Balance	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
126	Budget Projections	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
127	Comparative Statement of Revenues	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
128	GAAP Reports	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
129	The system shall provide the ability to compute the current portion of bonds.	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.



Insert: Appendix B Optional Phase Requirements





Appendix B – Optional Phase Requirements
RFP-ERP-2020

Requirements Matrix | Instructions

This requirements matrix is comprised of multiple tabs, and together they contain the full set of requirements for which SOH requires vendor responses.

Please respond to each and every requirement (even ones that appear redundant) as follows:

1. Indicate your response to each line item with an "X" in the appropriate "One Response per Requirement" column, according to the following labels and definitions:

Y = Yes, we meet this requirement out-of-the-box or with configuration capabilities provided within the software.

C = We can meet this requirement via customization/extension-- i.e., for a SaaS solution, the functionality would be provided by building an extension using platform as a service (PaaS) capabilities provided either by the vendor or a third party. (If this column is indicated, please provide an indication of High, Medium, or Low development complexity in the "Customization Complexity" column. Costs of all extensions/customizations by process/functional area should also be noted separately in your Pricing Response.)

3 = We can meet this requirement by partnering with another third party solution. (If this column is indicated, please provide the name of the third party product in the "Comments" column.)

F = We can meet this requirement with a future release of our software. (If this column is indicated, please provide the version and timing of the release in the "Comments" column.)

N = No, we cannot meet this requirement.

2. For each line item, note the name of the module that will handle the required functionality in the "Module/Solution" column, so that SOH can align your module pricing to the requirements.

Core Requirements	
<i>Tab</i>	<i>Topic</i>
Investments	General
Investments	Inquiry & Reporting
Asset Inventory	Asset Data
Asset Inventory	Asset Inventory
Asset Inventory	Depreciation
Asset Inventory	Disposal
Asset Inventory	General
Asset Inventory	Interface
Asset Inventory	Leases
Asset Inventory	Reporting
Asset Inventory	Transaction Processing

Investments			One Response per Requirement (Offeror Use Only)				Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N	H / M / L	
1	The system shall provide ability to manage and track investment accounts and automatically reconcile with General Ledger and related user-defined functions within the EFS	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
2	The system shall provide ability to capture general investment account data based on user-defined configuration including, but not limited to:	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
3	Type of investment	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
4	Financial Institution/Issuer	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
5	Fund Type	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
6	Cost (e.g., face amount less discount plus premium plus accrued interest)	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
7	Agency Purchasing	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
8	Document/Certificate No.	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
9	Investment Purchase trade date, settlement date and Maturity Dates	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
10	Investment Pool - include or exclude	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
11	Term/Period/Number of Days	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Investments			One Response per Requirement (Offeror Use Only)				Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N	H / M / L	
12	Yield (e.g., percentage)	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
13	Interest (e.g., purchased accrued interest)	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
14	Amounts (e.g., face amount, discount, premium, etc.)	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
15	Interest (including any purchased accrued interest)	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
16	Duration	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
17	The system shall have ability to compute rate of return based on user-defined cash or accrual bases.	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
18	The system shall provide the ability to track and report on investments based on user-defined categories including, but not limited to:	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
19	Type of Inflow/Outflow	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
20	Fund (e.g., general, special, trust, agency, bond, etc.)	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
21	Investment type and description/narrative	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
22	The system shall provide ability to track and manage the cash flows and project cash flows of securities in the portfolio.	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Investments			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
23	The system shall provide ability to track maturing investments (e.g., net amount of cash in/outflows, investments and type of investments purchased to meet cash obligation or cash shortfalls for the day.	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
24	The system shall provide the ability to compute investments maturities, by investment type, by time period (e.g., fiscal year, fiscal quarter), and other user-defined criteria.	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
25	The system shall provide the ability to sub-total investment maturities based on user-defined criteria.	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
26	The system shall provide ability to provide automatic investment updates based on user-defined parameters (e.g., dynamic/real-time, scheduled/batched, etc.)	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
27	The system shall provide ability to query and report on investment purchases based on user-defined maturity date/period.	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
28	The system shall provide capability to generate standard and adhoc investment tracking reports based on user-defined parameters (e.g., date or period driven) including, but not limited to, financial statements, trial balance, transaction register, etc.	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
29	The system shall have ability to generate the following reports using State-defined formats including, but not limited to:	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
30	Allocation of investment pool earnings to participating agencies	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
31	Daily Investment Maturities	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
32	General Fund Earnings	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
33	Interest on Investments Maturing	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Investments			One Response per Requirement (Offeror Use Only)				Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N	H / M / L	
34	Investment Pool Earnings - realized interest, gain on sale	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
35	Investment Register - Detail	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
36	Investment register - details of holdings, summary by fund	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
37	Investment Register - Summary	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
38	Statement of Cash	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
39	Status of Outstanding investment register - detail holdings, summary by fund	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
40	Performance measurements, bechmark designation	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
41	Compliance monitoring - Investment Policy criteria, HRS	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
42	Interface with custodial bank, external managers- automatically post transactions to GL daily	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
43	Capability to receive daily transaction files from Custodial Bank and generate entries for general ledger recording	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Asset Inventory			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	Provide subledger functionality for tracking various asset categories with additional granularity, and all subledgers roll up seamlessly into the GL	Asset Data	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle's FA module allows organization to categorize Assets into Major and Minor categories. The categories provide defaults for depreciation and accounting.
2	Ability to record maintenance information against an asset	Asset Data	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle Fixed Asset module does not have the ability to capture detailed Maintenance data. Maintenance data can be captured using custom extension fields (DFF).
3	Ability to define asset maintenance schedules with tracking of scheduled maintenance performed	Asset Data	X					Oracle Fusion Supply Chain Execution Cloud Service		Oracle has a separate module called Maintenance Cloud for organizations to manage and track Asset Maintenance by preventative maintenance programs.
4	The system shall provide the ability to track and maintain asset information as part of periodic inventory, using industry standard automated data collection technology (e.g., barcode, RFID), formats and conventions.	Asset Inventory			X					Oracle has partnered with a third-party, RFSmart, for performing inventory and barcode/RFID reading on mobile devices. The Physical Inventory Comparison process compares the Physical Inventory data to the data in the system and provides a Spreadsheet interface to manage the discrepancies. However the barcode scanning feature is not yet available.
5	The system shall provide the ability to perform physical counts, based on user-defined criteria (e.g. by location, by specific item, by group of items) and user-defined time period (e.g., SPO requirement for annual "wall to wall" inventory).	Asset Inventory	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using the ADFdi, users can process Physical Inventory for a subset or the complete set of Assets
6	The system shall provide the ability to perform cycle counts, based on user-defined criteria (e.g. by location, by specific item, by group of items).	Asset Inventory			X					Oracle has partnered with a third party, RFSmart, for performing inventory and barcode/RFID reading on mobile devices. Using the ADFdi, users can process Physical Inventory for a subset or the complete set of Assets.
7	The system shall provide the ability to make adjustments to assets, based on user-defined criteria (e.g., inventory count; impairments; audit findings; inactivation of record incorrectly entered, with required audit trail; write-off).	Asset Inventory	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
8	The system shall provide the ability to define the start date of depreciation and the useful life of the asset, based on user-defined criteria (e.g., fund type).	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Asset Category assigned to an Asset at the time of creation defaults the Financial information such as Useful Life, Start date of depreciation, etc. This can be overridden as necessary.
9	The system shall provide the ability to calculate depreciation and generate corresponding GL transaction, based on user defined time period (e.g., monthly, quarterly, and fiscal year basis) and based on user-defined criteria (e.g., asset type).	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Calculate Depreciation process and Create Accounting process handle all depreciation and accounting related processing for assets.
10	The system shall provide the ability to perform depreciation calculations, based on user-defined criteria, including but not limited to, straight-line, accelerated, pro rate, and accumulated.	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle comes preconfigured with the standard Depreciation methods. Organizations can add additional depreciation methods to accommodate your financial and accounting needs.
11	The system shall provide the ability to perform what-if depreciation analysis to simulate various scenarios without changing the underlying asset data based on user-defined criteria.	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the ability to run What-if analysis for both existing and hypothetical Assets. You can run multiple What-if scenarios to forecast the depreciation for each.

Asset Inventory			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
12	The system shall provide the ability to roll back depreciation (e.g., to accommodate last minute accounting adjustments) and re-run depreciation based on user-defined business rules.	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Calculate Deprecation process was designed to update the depreciation results for all changes since the last successful run. So the process can and should be run after all adjustments are made to the Asset for a given month.
13	The system shall provide the ability to apply prior year depreciation in current fiscal year based on user-defined criteria.	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Prior Year Depreciation entries are recorded to the current open Period.
14	The system shall provide the ability to retain depreciation information for each asset, based on user defined criteria, including but not limited to the following: time period (e.g., fiscal year, life-to-date basis), depreciation method, accumulated depreciation, and fund source.	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Depreciation is calculated and recorded for each Asset.
15	The system should provide the ability to depreciate infrastructure as defined by user-defined reporting requirements (e.g., State, Dept).	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Infrastructure Assets can be depreciated or based on the Asset condition, managed as an Expensed Asset.
16	The system shall provide the ability to calculate amortization of intangible assets and generate corresponding GL transaction in compliance with GASB 51 and other user-defined criteria.	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Intangible assets can be recorded, managed and amortized like other Capital assets.
17	The system shall provide the ability to depreciate change increases that do not extend the asset's useful life over the asset's remaining useful life (e.g., if an asset has a five year life and a change increase is added in the second year, the change increase should be depreciated over the four remaining years in the asset's life).	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using the Amortized Adjustment, the change in cost can be applied only to the remaining life of the asset without affecting the accumulated depreciation prior to the amortization start date.
18	The system shall provide the ability to track and dispose of assets, including the ability to generate required state forms (e.g., certification of disposal) and to allow for electronic workflow (e.g., approvals, routing), based on user-defined approvals and criteria (e.g., \$1K and above requires SPO approval).	Disposal		X				Oracle Fusion Enterprise Resource Planning Cloud Service	Medium	Asset approvals are currently being evaluated for a future release.
19	The system shall provide the ability to track/maintain disposal information, based on user-defined criteria (e.g., disposal method, police report number for stolen items, hazardous materials).	Disposal	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Users can use the Retirement Reason field and Transaction reason to capture disposal reasons.
20	The system shall provide the ability to calculate the proceeds, gain or loss on the sale or disposal of an asset.	Disposal	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Users can record Proceeds of Sale and Cost of Removal and the system will calculate the Gain or Loss.
21	The system shall provide the ability to track partial disposition of an asset.	Disposal	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Assets can be retired by Units or by Cost. Users can enter a partial Unit or Cost to partially dispose the asset.
22	The system shall support the process for requesting reimbursement for stolen items based on user-defined criteria (e.g., automatic generation of form).	Disposal					X	Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad would like to understand more about this requirement.
23	The system shall provide the ability to print asset identification tags/chips based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
24	The system shall provide the ability to generate Asset ID Numbers manually and/or automatically, based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows manual or automatic ID creation. When a new asset does not have a manually-entered number, an automatic one is generated by the system.

Asset Inventory			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
25	The system shall provide the ability to create a master Asset ID Number with separate associated sub-assets (e.g., building, air conditioner) in a parent-child relationship.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
26	The system shall provide the ability to record and maintain assets by user-defined groupings based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Asset Key flexfield and DFFs, users can group assets by non-financial information.
27	The system shall have the ability to identify and track assets that have been received but for which invoice has not yet been paid.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		An OTBI report can be written to report on the Payment status of the Invoices.
28	The system shall provide the ability to identify an item as an asset from payables module and to automatically or manually post it to the asset accounting subsystem, based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Oracle Mass additions process lets you add new assets or cost adjustments from AP into Fixed Assets automatically without reentering the data.
29	The system shall provide the ability to track assets by user-defined criteria (e.g., owner organization; custodian organization; estimated life of asset) in compliance with State requirements (e.g., HRS 103D, Part XII; HAR, Title 3, Subtitle 11, Chp. 130; SPO Inventory Manual).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows users to enter the custodian employee, location, Tag number, Serial Number and other non-financial information to track the asset.
30	The system shall provide the ability to track and report on assets that are issued to employees and are maintained offsite (e.g., laptops at teachers' homes).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows the ability to maintain the custodian employee and the asset location.
31	The system shall provide the ability to track and report on assets that are acquired through donations based on user-defined criteria (e.g., equipment).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
32	The system shall provide the ability to track all assets based on Comprehensive Accounting Financial Report (CAFR) categories including, but not limited to land, buildings, improvements other than buildings, intangible assets, machinery and equipment, and construction in progress.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Major and Minor categories will be defined to meet customers' reporting needs.
33	The system shall provide the ability to collect and maintain the asset data required to support the production of the Comprehensive Annual Financial Report (CAFR) and other user-defined report requirements (e.g., State reports, Department reports, granting agency reports).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
34	The system shall provide the ability to define asset information (e.g., purchase amount, life of asset) within specified limits/values, based on user-defined categories (e.g., capital item; non-capital item).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The asset Capitalization Threshold and Low Value Threshold along with the Asset Category allows for Asset transactions to be automatically categories as Capital, Expense, Low Value Capital, etc.
35	The system shall provide the ability to flag and track assets that are greater or less than user-defined dollar value (e.g., software licenses).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The asset Capitalization Threshold and Low Value Threshold along with the Asset Category allows for Asset transactions to be automatically categories as Capital, Expense, Low Value Capital, etc.
36	The system shall provide the ability to track and maintain assets, based on user-defined categories (e.g., gifts; purchased using grant funds).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Can be tracked using DFF.
37	The system shall provide the ability to track the addition, transfer, deletion, or modification of an asset, based on user-defined criteria (e.g., dollar value).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		In Oracle Fixed Assets, every single transaction performed on an Asset is recorded with all the supporting details including where assets came from.
38	The system shall provide the ability to track the transfer history of an asset, based on user-defined criteria (e.g., organizational unit transferred from/to; transfer report number, transfer date).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		In Oracle Fixed Assets, every single transaction performed on an Asset is recorded with all the supporting details including transfer in and transfer out.

Asset Inventory			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
39	The system shall provide the ability to include all costs associated with the procurement of an asset (e.g., cost of the asset, installation cost of the asset, asset trade-in value).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
40	The system shall provide the ability to re-value and adjust useful life of an asset due to enhancements, upgrades, additions, or partial disposals.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
41	The system shall provide the ability to reclassify an asset and its related depreciation information.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows users to change the Category of an asset, thereby transferring the cost and accumulated depreciation to the new asset category. Depreciation can be changed as part of the recategorization which would then trigger changes to the calculated depreciation amounts.
42	The system shall provide the ability to track and process destroyed, lost and stolen assets, in compliance with user-defined requirements.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides uses the ability to define customer specific list of Retirement reason for use during retirement of an Asset.
43	The system shall provide the ability to calculate replacement value based upon user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
44	The system shall provide the ability to calculate and track replacement schedules based on user-defined criteria (e.g., expected life of asset).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
45	The system shall provide the ability to transfer completed construction from "in progress" to fixed asset account, without losing the accompanying details based on user-defined criteria and workflow (e.g., identification of asset with open punchlist as "in service" by building engineer; asset capitalization based on value being placed in service; and completion of punchlist items and capitalization of remaining asset value).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
46	The system shall provide the ability to track periodic increases to construction in progress (e.g., change orders).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project Costing module tracks and collects all CIP cost before it is sent to the CIP asset.
47	The system shall provide the ability to track and report on changes in use of asset (e.g., private activity), by bond issuance, based on IRS requirements and other user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
48	The system shall provide the ability to reinstate an asset, based on user-defined criteria (e.g., if the wrong asset is retired).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides a 1-click reinstatement process for retired assets.
49	The system shall provide the ability to interface excess inventory property data to SPO website based on user-defined criteria.	Interface	X					Oracle Fusion Procurement Cloud Service		Oracle allows you to advertise excess/surplus inventory or assets on your website to sell, similar to an eBay system.
50	The system shall provide the ability to interface with external capital projects systems	Interface	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
51	The system shall provide the ability to track rented or leased assets based on user-defined criteria (e.g., organization unit; lease terms).	Leases	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle supports leasing functionality to manage finance leases and operating leases.
52	The system shall provide the ability to drill down to related purchase order for leased asset.	Leases	X					Oracle Fusion Enterprise Resource Planning Cloud Service		All Source data for an Asset is available on the central Asset information page and can be used to drill into the source transaction details

Asset Inventory			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
53	The system shall provide the ability to distinguish between capital and operating leases and to provide information on property inventory according to type of lease, based on user-defined criteria.	Leases	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides functionality in compliance with Accounting standards to automatically categorize leases as finance or Operating lease.
54	The system shall provide the ability to track the requisition for a capital lease, the approval of the capital lease and changes to the capital lease, based on user-defined criteria (e.g., rental rate, terms).	Leases	X					Oracle Fusion Enterprise Resource Planning Cloud Service		All Source data for a Lease is available central on the Asset information page and can be used to drill into the source transaction details.
55	The system shall provide the ability to incorporate data on capital leases in the budget development and execution process.	Leases	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
56	The system shall provide the ability to calculate future minimum lease payments by organization (e.g., department/entity), by user-defined time period (e.g., fiscal year), based on user-defined criteria.	Leases	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle calculates the lease payments including any interest charges for the entire duration of the lease.
57	The system shall provide the ability to sub-total future minimum lease payments based on user-defined criteria.	Leases	X					Oracle Fusion Enterprise Resource Planning Cloud Service		For each lease, the system maintains the totals for the lease Present value, Liability, Amortization schedule, and Expense schedule.
58	The system shall provide the ability to generate an asset report based on user-defined criteria (e.g., asset location, physical inventory date; asset category).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
59	The system shall provide the ability to generate an Asset Inventory Report, by any level in the organizational structure, in compliance with State statute (HRS 103D-1206) and other user-defined criteria (e.g., prepared and signed by property guardian on annual basis).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
60	The system shall provide the ability to generate asset reports, including but not limited to, the following:	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
61	Asset transaction report	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
62	Asset master list with the ability to sort by any asset identification fields (e.g., location, class, category, department, function, fund, amounts, dates).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
63	By monthly, year to date (YTD), total to date (TDD) depreciation per asset	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
64	The system shall provide the ability to generate asset reports which reflect beginning balance, additions and deletions, partial dispositions, depreciation, accumulated depreciation, transfers, sales, adjustments, during the designated reporting period, by user-defined criteria (e.g., by inventory/asset category (such as equipment, vehicles, and land), at any level of the organizational structure, and by funds/appropriations).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
65	The system shall provide the ability to generate an activity report by transfers, disposals, additions, deletions for all asset types.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
66	The system shall provide the ability to generate a report of assets transferred, based on user-defined criteria (e.g., by issuing or receiving school, by fund source).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
67	The system shall provide the ability to generate a report of lost/stolen/destroyed assets, based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

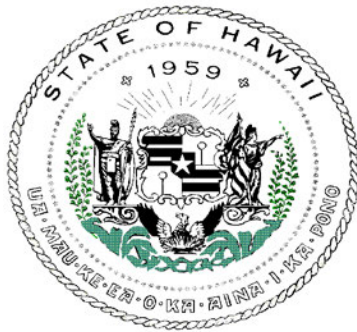
Asset Inventory			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
68	The system shall provide the ability to generate an asset disposal report, based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
69	The system shall provide the ability to generate a detailed and summary depreciation schedule at any level in the organizational structure, on an accounting period, monthly, quarterly and annual basis, based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
70	The system shall provide the ability to generate monthly reconciliation reports, based on user-defined criteria (e.g., monthly changes to equipment values, listing outstanding PO items).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
71	The system shall provide the ability to record the current valuation of facilities and to revalue facilities based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
72	The system shall provide the ability to generate reports on the replacement value of assets, based on user-defined criteria (e.g., by fiscal year, for multiple years).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
73	The system shall provide the ability to generate a five year cost projection report for all leased property, based on user-defined criteria (e.g., 5 year increments for CAFR for capital leases).	Reporting	X					Oracle Enterprise Performance Management Cloud Service		
74	The system shall provide the ability to generate a project status report of all capital improvement projects (C P).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
75	The system shall provide the ability to generate lease report(s), by lease type, based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
76	The system shall provide the ability to generate CAFR-required schedules and reports (e.g., in compliance with GASB 34 and 42), in user-defined format (e.g., format required for published; with notes).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
77	The system shall provide the ability to allocate asset costs for purposes of financial statements based on user-defined criteria (e.g. allocate building assets based on square footage, etc.) .	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
78	The system shall provide the ability to generate the following user-defined reports, with the capability to include user-defined notes:	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
79	Asset Replacement Report (based on user-defined criteria, such as by estimated useful life)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
80	Asset Tracking Report (based on user-defined criteria, such as by source of funds)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
81	Land and Buildings Report (based on user-defined criteria such as location, legislative district, value, improvements)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
82	The system shall provide the ability to process asset transactions based on user-defined criteria (e.g., set controls based on dollar thresholds).	Transaction Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Mass adjustment can be done either using the online application or using a spreadsheet.	
83	The system shall provide the ability to process multiple asset and GL transactions in a single entry for identical assets based on user-defined criteria (e.g., deletions/ disposals/ sales, transfers).	Transaction Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Mass adjustment can be done either using the online application or using a spreadsheet.	

Asset Inventory			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
84	The system shall provide the ability to annotate transactions with unlimited comments, by line item.	Transaction Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Comment field is available on all Fixed Asset transactions.
85	The system shall provide the ability to automatically and manually transfer asset transactions (e.g., journal posting of depreciation) to the GL.	Transaction Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Create Accounting process generates accounting entries for all Fixed Asset and Lease transactions and seamlessly creates Journals in GL.
86	The system shall provide the ability to automate transfers between organizational units, funds, custodians, and agencies with multi-tier location coding, based on user-defined criteria (e.g., in groups) and business rules.	Transaction Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
87	The system shall provide the ability to process mass transfers between organizational units (e.g., interagency) based on user-defined criteria and business rules.	Transaction Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Mass adjustment can be done either using the online application or using a spreadsheet.



Insert: Appendix C Technical Requirements





Appendix C – Technical Requirements

RFP-ERP-2020

Requirements Matrix | Instructions

This requirements matrix is comprised of multiple tabs, and together they contain the full set of requirements for which SOH requires vendor responses.

Please respond to each and every requirement (even ones that appear redundant) as follows:

1. Indicate your response to each line item with an "X" in the appropriate "One Response per Requirement" column, according to the following labels and definitions:

Y = Yes, we meet this requirement out-of-the-box or with configuration capabilities provided within the software.

C = We can meet this requirement via customization/extension-- i.e., for a SaaS solution, the functionality would be provided by building an extension using platform as a service (PaaS) capabilities provided either by the vendor or a third party. (If this column is indicated, please provide an indication of High, Medium, or Low development complexity in the "Customization Complexity" column. Costs of all extensions/customizations by process/functional area should also be noted separately in your Pricing Response.)

3 = We can meet this requirement by partnering with another third party solution. (If this column is indicated, please provide the name of the third party product in the "Comments" column.)

F = We can meet this requirement with a future release of our software. (If this column is indicated, please provide the version and timing of the release in the "Comments" column.)

N = No, we cannot meet this requirement.

Technical Requirements	
<i>Tab</i>	<i>Topic</i>
Technical Architecture	General
Technical Architecture	Application Architecture
Technical Architecture	Database Architecture
Technical Architecture	Infrastructure
Technical Architecture	Integration Architecture
Technical Architecture	System Administration Toolkit
Solution Architecture	Scalability
Solution Architecture	System Flexibility
Solution Architecture	Security & Authentication
Solution Architecture	Audit
Solution Architecture	Data Storage & Archiving
Solution Architecture	System Capacity & Performance
Solution Architecture	Business Continuity & Disaster Recovery
Solution Technology	Workflow Processing
Solution Technology	Reporting, Business Intelligence, & Data Warehouse
Solution Technology	Content/Document Management & Imaging
Solution Technology	End-User Interface
Solution Technology	Data Entry Support & On-line Help

Technical Architecture			One Response per Requirement						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
1	The system shall be based on Software as a Service (SaaS) or Offeror-Hosted architecture.	General	X						
2	The system user interface shall meet the accessibility requirements as described in the WCAG 2.0 Standard.	User Interface			X				See attached file, "Appendix C Technical Requirements CherryRoad INSERT"
3	The system shall provide all screens, reports and transactions through a web browser.	User Interface	X						
4	The system shall provide a browser-based graphical user interface (GUI) without any requirement to deploy any application code to client workstations. This user interface shall be available on both Microsoft Windows and MacOS.	User Interface	X						
5	The system shall provide the ability to automate the deployment of software and updates to user workstations including, but not limited to web-based deployment tools.	Application Architecture	X						Oracle SaaS applications are browser based with a URL.
6	The system shall provide a user (with appropriate access rights) the ability to configure (add, modify, delete) the user interface - without a need for vendor-assisted customization	Application Architecture	X						UI changes will be primarily through Personalizations, to avoid customizations that will result in additional overhead.
7	The system shall provide a user (with appropriate access rights) the ability to configure (add, modify, delete) reports - without a need for vendor-assisted customization	Application Architecture	X						Reports will be developed through Oracle OTBI and BIP.
8	The system shall provide a user (with appropriate access rights) the ability to configure (add, modify, delete) workflows and business rules- without a need for vendor-assisted customization	Application Architecture	X						
9	The system shall provide the ability to manage automatic job scheduling (i.e. batch jobs, billing) including, but not limited to the interface with external job schedulers and automatic notification capabilities when a job abnormally terminates.	Application Architecture	X						CherryRoad will provide operational documentation on Cloud job scheduling and exception handling.
10	The system shall provide built-in document management for attaching scanned and imaged documents to financial transactions.	Application Architecture	X						Oracle Cloud will be integrated with WorkCenter Forms.
11	The system shall provide the ability to perform mass changes to a defined group of data, with appropriate selection criteria.	Application Architecture	X						
12	The system shall provide the ability to accommodate upgrades to future operating systems, databases and other software upgrades.	Application Architecture	X						Oracle will provide all updates to the software and its underlying Architecture components. CherryRoad will evaluate impact of Oracle updates to State integration points.

Technical Architecture			One Response per Requirement							Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N		
13	Vendor must detail its integration, and compatibility, levels with Office 365 and Google Docs	Application Architecture	X						<p>Oracle exports data to rtf, doc, and xls formats.</p> <p>Oracle supports Office 2007+.</p> <p>Oracle supports the use of plugins within Microsoft Excel, Word, and Powerpoint to import, export, and embed Oracle SaaS data within Microsoft Word, Excel, and PowerPoint.</p> <p>Oracle exports data in formats such as XLS, RTF, TXT, HTML that can be imported by Google Suite. Oracle is currently working with Google Development so that their suite of applications will integrate natively with Oracle, like Microsoft Office products.</p>	
14	The system shall provide utilities for performance monitoring and tuning for both business logic and data.	Data Architecture	X						<p>Oracle performs this service on behalf of the State are part of the service subscription. Environment sizing will be used to scale Cloud architecture during implementation.</p>	
15	The system shall provide the ability for extracting all data (Hawaii data) be extracted on demand and on schedule.	Data Architecture	X						See attached file, "Appendix C Technical Requirements_CherryRoad_INSERT"	
16	The system shall provide a disaster recovery site/solution.	Data Architecture	X							
17	The system shall provide a failover procedure with automated deployment to a disaster recovery site/solution.	Data Architecture	X						CherryRoad will formulate DR procedures for the integration points on the State side (e.g., SFTP, DNS, etc.) to Oracle Cloud.	
18	The system shall provide standard data extraction Application Program Interface (API) to allow import and export of data to other systems.	Data Architecture	X						Oracle Integration Cloud will be leveraged for API's.	
19	The system shall provides data import functionality to receive standard format data from external parties.	Data Architecture	X						Oracle Integration Cloud will be leveraged for API's.	
20	The system shall provide the ability to copy, archive and retrieve data to external storage media (e.g. tape, DVD, SAN) based on user-defined selection criteria.	Data Architecture	X						The State can export data via delivered tools and API's. Data can then be saved to any media. Oracle Integration Cloud will be leveraged for API's.	

Technical Architecture			One Response per Requirement						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
21	The system shall provide the ability to perform database maintenance including, but not limited to backup and upgrades without requiring system downtime.	Data Architecture	X						
22	The system shall provide the version control and the ability to roll back version changes.	Deployment Architecture						X	Version control with regard to patches and updates cannot be rolled back. However, version control for technical development can be rolled back.
23	The system shall provide tools to synchronize environments (migration/change control) across the landscape including, but not limited to sandbox, development, testing, training, production, and disaster recovery (DR).	Deployment Architecture	X						CherryRoad will manage migrations of data and objects between Cloud instances.
24	The system shall provide DevOps-style automation of deployments to all environments.	Deployment Architecture	X						CherryRoad will manage environments via Cloud Dashboard Console.
25	The system shall provide the ability to apply security patches independently from functional upgrades and patches.	Deployment Architecture	X						
26	The system shall be based on Software as a Service (SaaS) or Offeror-Hosted architecture.	Infrastructure	X						
27	The system shall provide the ability to integrate with current and future applications from both State and external parties	Integration Architecture	X						
28	The system shall provide the ability to exchange information and support services with external SaaS solutions.	Integration Architecture	X						
29	The system shall provide the ability to set up appropriate approval, audit trail, and reconciliation procedures for all inbound and outbound interfaces.	Integration Architecture	X						Oracle Integration Cloud will be leveraged for API's.
30	The system shall provide the ability to integrate workflow capabilities with the State-specified system inbound and outbound interfaces.	Integration Architecture	X						Oracle Integration Cloud will be leveraged for API's.
31	The system must have single sign-on capability with the ability to integrate with various Directory Services, such as Active Directory, from all the Branches (Executive, Education, Judicial, Legislative, University of Hawaii). Must have the ability to support two-factor authentication with biometric, phone, simple messaging service (SMS), and smart card support required.	Integration Architecture	X						Oracle will received a SAML 2.0 token from the State's Identity Provider, such as ADFS. CherryRoad will configure SAML SSO for all Cloud products. 3rd party MFA implementation will be supported if it falls within the implementation timeline.
32	The system shall provide the ability to encrypt sensitive data by column.	Security	X						Data is stored encrypted with Oracle Transparent Data Encryption
33	The system shall provide the ability to encrypt sensitive data by row.	Security	X						Data is stored encrypted with Oracle Transparent Data Encryption
34	The system shall provide the ability to encrypt sensitive data by field.	Security	X						Data is stored encrypted with Oracle Transparent Data Encryption

Technical Architecture			One Response per Requirement						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
35	The system shall provide the ability to define user security and authentication including, but not limited to controlling access by multiple levels (e.g. field, organization group, user roles, and chart of account attribute) and immediate suspension of user access.	Security	X						CherryRoad will formulate Role Based Access for both functions and data.
36	The system shall provide the ability to produce an audit trail for all system transactions (e.g. add, change, delete) including, but not limited to source, content, user-ID, date and time stamp.	Security	X						CherryRoad will develop Security audit reports based on State requirements.
37	The system shall provide timely security patches.	Security	X						
38	The system shall provide role and permission list bases security model that support both row level and page level access	Security	X						CherryRoad will formulate Role Based Access for both functions and data.
39	The system shall provide configuration and support tools for configuration management	System Administration Toolkit	X						
40	The system shall provide configuration and support tools for Application development	System Administration Toolkit	X						
41	The system shall provide configuration and support tools for stress testing	System Administration Toolkit	X						CherryRoad will support the Oracle TOM during the performance testing effort.
42	The system shall provide configuration and support tools for regression testing	System Administration Toolkit	X						Oracle provides regression testing and code scans during the internal QA management process. CherryRoad will provide Automated Testing tool for ongoing regression testing.
43	The system shall provide configuration and support tools for performance testing	System Administration Toolkit	X						Sizing is done immediately when the State becomes a customer, and during the implementation process to ensure the production environment performing within requirements. CherryRoad will support the Oracle TOM during the performance testing effort.
44	The system shall provide configuration and support tools for testing management	System Administration Toolkit	X						Oracle permits the State to conduct limited functional testing for Oracle Cloud Services in the State's test environment.
45	The system shall provide Data obfuscation tools	System Administration Toolkit	X						Data redaction can be configured for non-production environments, and will affect all sensitive data fields globally.
46	The system shall provide configuration and support tools for automated scheduling	System Administration Toolkit	X						
47	The system shall provide utilities and tools to monitor resource utilization	System Administration Toolkit	X						
48	The system shall provide a web development tool kit	System Administration Toolkit	X						
49	The system shall provide toolkit manuals	System Administration Toolkit	X						

Technical Architecture			One Response per Requirement						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
50	The system shall provide configuration and support tools for requirement traceability management	System Administration Toolkit	X						CherryRoad will provide implementation tools for RTM. Configuration management will be included in the CEMLI Development Plan deliverable included in the Implementation Services Requirements.
51	The system shall provide configuration and support tools for report generation scripts	System Administration Toolkit	X						
52	The system shall provide configuration and support tools for audit and system logging	System Administration Toolkit	X						
53	The system shall provide Extract, Transform, Load (ETL) tools	System Administration Toolkit	X						Oracle Integration Cloud will be leveraged for API's.
54	The system shall provide report distribution tools	System Administration Toolkit	X						
55	The system shall provide configuration and support tools for software license tracking	System Administration Toolkit	X						Licensing is tracked in My Oracle Support, which the State will have access as part of its Oracle support services.
56	The system shall provide configuration and support tools for Incident and Problem Management System	System Administration Toolkit	X						Via Oracle Support. CherryRoad will manage Service Requests submitted to Oracle on behalf of the State.
57	The system shall provide a customizable presentation layer (front end)	System Administration Toolkit	X						
58	The system shall provide a configurable application layer (middle tier)	System Administration Toolkit	X						
59	The system shall provide an optimized throughput database layer (back tier)	System Administration Toolkit	X						
60	The system shall provide workflow admiration feature that allow tranactional re-routing as needed	System Administration Toolkit	X						
61	The system shall provide an ad-hoc query tool (export capability to excel, csv, and xml)	System Administration Toolkit	X						
62	The system shall provide an ad-hoc query tool with schedule capability and distribution list feautres	System Administration Toolkit	X						
63	The system shall provide a configurable delegation framework	System Administration Toolkit	X						
64	The system shall provide an alert/notification framework (emails, worklists, alerts)	System Administration Toolkit	X						
65	The system shall provide mobile device form factor functionality	System Administration Toolkit	X						
66	The system shall provide inter module connectivity (i.e. AP -> GL)	System Administration Toolkit	X						
67	The system shall provide inter module connectivity administration	System Administration Toolkit	X						

Technical Architecture			One Response per Requirement						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
68	The system shall provide system performance alerts (i.e. hardware, memory, and throughput bottlenecks)	System Administration Toolkit	X						Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds, and follows standard operating procedures to investigate and resolve underlying issues. CherryRoad will assist the State in working with Oracle to remediate any performance issues.
69	The system shall provide system performance alerts (i.e. hardware, memory, and throughput bottlenecks)	System Administration Toolkit	X						Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds, and follows standard operating procedures to investigate and resolve underlying issues. CherryRoad will assist the State in working with Oracle to remediate any performance issues.
70	The system shall provide batch scheduling (individual processes along with scheduled job sets with email notifications for applicable staff in the event of failure)	System Administration Toolkit	X						

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
1	The system shall be scalable and adaptable to meet future growth and expansion needs.	Scalability	X						CherryRoad will assist in production instance sizing effort.
2	The system shall provide the ability to handle concurrency issues as a result of increased user population.	Scalability	X						CherryRoad will assist in production instance sizing effort.
3	The system shall provide the ability for maintaining a consistent throughput with increased transaction volume and data growth.	Scalability	X						CherryRoad will assist in production instance sizing effort.
4	The system shall provide the ability for balancing the response time needs of mission critical business processes with other applications.	Scalability	X						CherryRoad will assist in production instance sizing effort.
5	The system shall provide the ability for a cost-effective plan for implementing "Scale-up" systems in the event of unexpected growth.	Scalability	X						
6	The system shall provide the ability to optimizing database indexing techniques.	Scalability	X						
7	The system shall provide highly configurable screens including, but not limited to repositioning fields, renaming fields, removing or inactivating unused fields, and allowing the addition of custom-defined fields.	System Flexibility	X						Repositioning fields may not be available for all transactions. CherryRoad will implement Personalizations as needed.
8	The system shall provide the ability to accommodate long data fields (e.g. Hawaiian language names, hyphenated names).	System Flexibility	X						
9	The system shall provide the ability to define business rules based on user-defined criteria (e.g. organizational level, account code, bargaining unit, location, program, grant).	System Flexibility	X						CherryRoad will provide access to our Oracle Cloud Flexfield library.
10	The system shall provide the ability to create and/or modify user-defined business rules to validate data at the at the time of entry.	System Flexibility	X						CherryRoad will provide access to our Oracle Cloud Flexfield library.
11	The system shall provide the ability to maintain the integrity of the data during implementation of changes.	System Flexibility	X						
12	The system shall provide access to system functionality through, at least, the top three (3) web browsers.	System Flexibility	X						
13	The system shall provide access via HTML5 mobile application.	System Flexibility	X						
14	The system shall provide the ability for online access by any site connected to the organization WAN.	System Flexibility	X						CherryRoad will configure Location Based Access Control to meet State requirements.
15	The system shall provide the ability for remote, secure access by organization staff (i.e. web based VPN access) to all modules.	System Flexibility	X						CherryRoad will configure Location Based Access Control to meet State requirements.

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
16	The system shall comply with all applicable State mandated security protocols and standards.	Security & Authentication						X	The software can perform functions to support certain statutory and regulatory requirements, but general references to entire codes, statutes and regulations are too indefinite and too broad to be responded to meaningfully. Please refer to the following URL for a list of standards that Oracle complies with. https://www.oracle.com/cloud/cloud-infrastructure-compliance/ . CherryRoad will leverage its experience with HIP to ensure compliance.
17	The system shall provide adequate security and protection of data covered by regulatory or other compliance requirements (e.g. HSR Chapter 487J, Payment Card Industry Data Security Standard (PCI DSS)).	Security & Authentication	X						The proposed cashier systems will provide PCI compliance. Oracle, under NDA, can discuss the methods we provide for PCI compliance. CherryRoad will leverage its experience with HIP to ensure compliance.
18	The system shall provide the ability to 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.	Security & Authentication	X						CherryRoad will implement SSO based on State requirements, similar to HIP.
19	The system shall support strong security for staff with administrative control (i.e. require the use of two-factor authentication for the remote users and users with administrative control of servers, routers, switches and firewalls).	Security & Authentication	X						CherryRoad will support the State's MFA initiative as part of Oracle Cloud scope.
20	The system shall provide the ability to link the user logon ID to the employee or contractor Information including, but not limited to identification number, assigned locations, etc.	Security & Authentication	X						Identity Management integration is included in scope.
21	The system shall provide the ability to integrate with external identity management solutions.	Security & Authentication	X						Identity Management integration is included in scope.
22	The system shall provide the ability to support 128-bit SSL or FIPS encryption, or higher, between the client browser and all application modules.	Security & Authentication	X						
23	Provide encryption capability for certain data transmissions that require security protection.	Security & Authentication	X						CherryRoad will leverage State's Axway or other SFTP solution for file exchanges.

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
24	The system shall provide secure remote access to the system (i.e. outside the State firewall) using a web browser or other Internet technology.	Security & Authentication	X						
25	The system shall support IPsec and/or Secure Sockets Layer with Extended Validation certificates and two-factor authentication for connecting to a service .	Security & Authentication	X						All data will be encrypted, both in-transit and at rest, using State encryption standards.
26	The system shall provide redundancy and load balancing for firewalls, intrusion prevention, and other critical security elements.	Security & Authentication	X						
27	The system shall provide protection against denial-of-service attacks against its Internet presence.	Security & Authentication	X						
28	The system shall provide the ability to display, at logon, the last date and time the user accessed the system.	Security & Authentication						X	
29	The system shall provide date-sensitive security permissions (e.g. for time entry).	Security & Authentication				X			In the HIP PeopleSoft Time and Leave system, this capability exists. The EFS system will integrate with HIP.
30	The system shall allow an administrator to inactivate user access upon termination.	Security & Authentication	X						Integration with State Directory Server will be leveraged, similar to HIP Enterprise
31	The system shall provide the ability to suspend user access based on a table-driven parameter (i.e. employment status).	Security & Authentication	X						Integration with State Directory Server will be leveraged, similar to HIP Enterprise Standards
32	The system shall provide integration between various modules (e.g. Human Resources, Security, Finance) to support the update of employee access and security profiles.	Security & Authentication	X						Integration with State Directory Server will be leveraged, similar to HIP Enterprise Standards
33	The system shall provide the ability to store all passwords encrypted without capability to unencrypt the passwords.	Security & Authentication	X						Integration with State Directory Server will be leveraged, similar to HIP Enterprise Standards
34	The system shall provide the ability to support using tokens and/or passwords for user logons.	Security & Authentication	X						Integration with State Directory Server will be leveraged, similar to HIP Enterprise
35	The system shall provide the ability to support biometrics and biometrics plus password (e.g. fingerprint scan, fingerprint scan plus password) security.	Security & Authentication	X						Biometrics would be provided by the State's Identity Management solution. Oracle would then accept the SAML token from the IDM. CherryRoad will configure SAML based on State requirements.
36	The system shall provide the ability to require users to periodically change their password based on table-driven time parameters.	Security & Authentication	X						Integration with State Directory Server will be leveraged, similar to HIP Enterprise Standards

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
37	The system shall provide the ability to suspend user-access after a user-defined period (e.g. 90 days) of inactivity.	Security & Authentication	X						
38	The system shall provide the ability to configure passwords with a minimum password length (e.g. eight characters).	Security & Authentication	X						Authentication will be integrated with State directory server and will inherit security policies.
39	The system shall provide the ability to configure passwords to require passwords to contain numbers, alphanumeric characters, or both based on user-defined criteria.	Security & Authentication	X						Authentication will be integrated with State directory server and will inherit security policies.
40	The system shall provide the ability to configure passwords to prevent trivial passwords (e.g. repeat characters, keyboard strings).	Security & Authentication						X	Authentication will be integrated with State directory server and will inherit security policies.
41	The system shall provide the ability to configure passwords to prevent re-use of passwords	Security & Authentication	X						Authentication will be integrated with State directory server and will inherit security policies.
42	The system shall provide the ability to configure passwords to require non-dictionary-based passwords	Security & Authentication						X	Authentication will be integrated with State directory server and will inherit security policies.
43	The system shall provide the ability to record the date and time the password was changed.	Security & Authentication	X						Authentication will be integrated with State directory server and will inherit security policies.
44	The system shall provide the ability for an administrator to reset passwords for subsequent change by the user.	Security & Authentication	X						Authentication will be integrated with State directory server and will inherit security policies.
45	The system shall provide self-service capability for users to reset passwords based on previously defined user security questions.	Security & Authentication	X						Authentication will be integrated with State directory server and will inherit security policies.
46	The system shall provide the ability for an administrator to add and/or modify user security information using online screens with immediate profile update.	Security & Authentication	X						CherryRoad will configure both Oracle and directory server authentication based on State requirements.
47	The system shall provide the ability to deny user access after a State-defined number of unsuccessful attempts to logon.	Security & Authentication	X						Authentication will be integrated with State directory server and will inherit security policies.
48	The system shall provide the ability to record, capture and transmit information, based on user-defined criteria, each authorized and/or unauthorized access attempt including, but not limited to user identification, workstation, IP address, date, time, transaction type, and type of access (e.g. read, modify).	Security & Authentication	X						CherryRoad will develop security audit reports based on State requirements.

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
49	The system shall provide the ability to record and maintain past security profiles (i.e. history of security access for an employee) when changes are made to an employee's security profile.	Security & Authentication				X			Oracle Auditing can track when changes were made to a users security profile. Authentication will be integrated with State directory server and will inherit security policies.
50	The system shall provide the ability to assign application access rights for the entire suite of applications at a single point of entry.	Security & Authentication	X						CherryRoad will configure Autoprovisioning rules.
51	The system shall provide the ability to support a decentralized security administration capability including, but not limited to component and organizational level.	Security & Authentication	X						CherryRoad will formulate Operations policies and procedures for Security.
52	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the system level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
53	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the database level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
54	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Module level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
55	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Field level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
56	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Inquiry level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
57	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Report level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
58	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Approval level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
59	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Transaction level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
60	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) at the Table level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
61	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Individual level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
62	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Work Unit level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
63	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Group level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
64	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Organization (e.g. department, division) level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
65	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the User Role (e.g. supervisor, data entry, review only) across all functional areas.	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
66	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the User Site (i.e. location) across all functional areas.	Security & Authentication	X						CherryRoad will configure Location Based Access Controls based on State requirements.
67	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Position across all functional areas.	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
68	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Period	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
69	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Uniform Chart of Account attributes	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
70	The system shall provide the ability to create and maintain security profiles to control access to Employee Level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
71	The system shall provide the ability to create and maintain security profiles to control access to Module	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
72	The system shall provide the ability to create and maintain security profiles to control access to Field	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
73	The system shall provide the ability to create and maintain security profiles to control access to Transaction Type	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
74	The system shall provide the ability to create and maintain security profiles to control access to Employee Group	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
75	The system shall provide the ability to create and maintain security profiles to control access to Standard Report	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
76	The system shall provide the ability to create and maintain security profiles to control access to Ad hoc Report	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
77	The system shall provide the ability to conform to the standard user configuration structures for the organization including, but not limited to user identification, passwords, user names, printer designation and assignments.	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
78	The system shall provide the ability to automatically create user identification and passwords, including requiring reset by the user during first logon.	Security & Authentication	X						CherryRoad will configure email notifications for new users.
79	The system shall provide the ability to automatically log users off the system when there has been no activity for a pre-defined period.	Security & Authentication	X						
80	The system shall provide the ability to generate summary and detail reports including, but not limited to user access, usage logs, audit logs, failed and/or unauthorized access attempts based on user defined parameters (e.g. audit requirements).	Security & Authentication	X						CherryRoad will develop Security audit reports based on State requirements.
81	The system shall allow an administrator to generate online inquiry and batch reports to review access profiles assigned to users.	Security & Authentication	X						
82	The system shall provide electronic signature capabilities and functionality.	Security & Authentication	X						
83	The system shall provide the ability to utilize encryption methods necessary to ensure the secure electronic transfer of information.	Security & Authentication	X						CherryRoad will leverage State's Axway or other SFTP solution for file exchanges.
84	Vendor must provide a list of people that have access to the State of Hawaii's data	Security & Authentication	X						See attached file, "Appendix C Technical Requirements CherryRoad INSERT"
85	Vendor must provide Compliance records and audit trail logs	Security & Authentication	X						

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
86	Vendor must conduct Annual Penetration tests. The results of which must be shared with the State of Hawaii.	Security & Authentication	X						Oracle regularly performs penetration and vulnerability testing and security assessments against Oracle Cloud infrastructure, platforms, and applications in order to validate and improve the overall security of Oracle Cloud Services.
87	System must be able to restrict user access from specified IP networks	Security & Authentication	X						CherryRoad will configure Location Based Access Controls based on State requirements.
88	Vendor must have a Security Operation Center that is responsible for the monitoring, detection, remediation, reporting, triage, and recovery of information and systems, which is staffed on a 7x24 basis	Security	X						
89	Vendor must list all security related organizations that is a member of.	Security	X						See attached file, "Appendix C Technical Requirements CherryRoad INSERT"
90	The system shall provide the ability to generate an audit record for all records and transactions for User ID	Audit	X						
91	The system shall provide the ability to generate an audit record for all records and transactions for update date/time stamp	Audit	X						
92	The system shall provide the ability to generate an audit record for all records and transactions for old field value and new field value	Audit	X						
93	The system shall provide user-defined audit features for all transactions in solution including, but not limited to all historical changes.	Audit	X						
94	The system shall provide the ability to prevent audit records from being deleted or altered, except as part of a system administration archival process.	Audit	X						
95	The system shall provide the ability for audit-tracking reports including, but not limited to user access, usage logs, and key organization data structures.	Audit	X						
96	The system shall provide the ability to archive and restore audit logs.	Audit	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes.
97	The system shall provide online access to the current year plus unlimited previous years of all types of data retained in the system, and shall provide archive capabilities thereafter.	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes.

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
98	The system shall provide online access to data related to multi-year projects from inception to the end of the project including, but not limited to project information, with archive capabilities.	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes.
99	The system shall provide the ability to archive data to external storage media and support partitions, based on user-defined including, but not limited to number of years.	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes.
100	The system shall provide a process to archive documents/data including, but not limited to the ability to adhere to State and federal retention policies.	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes.
101	The system must be capable of associating all content to a pre-defined retention schedule (e.g. upon insertion into, or creation in the system, a retention must be associated with that content and all of its associated parts (e.g. metadata and digital file)) and must be capable of being updated as needed	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes. Archiving and purging can be scheduled and parameterized as needed.
102	The system should be capable of managing all content, to include final disposition or destruction of said content, according to its assigned retention schedule (e.g. the system should ensure that content cannot be destroyed prior to the time specified in the retention schedule.)	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes.
103	The system should have a mechanism capable of selectively deleting content that has been entered in error with appropriate permission requirements.	Data Storage & Archiving	X						CherryRoad will formulate approach for Oracle Cloud archiving.
104	System logs should track all changes to the retention schedule assigned to content, destruction of content or transfer of content to the archives. This log should track affected content, date of action, type of action and user authorizing the action.	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes. Archiving and purging can be scheduled and parameterized as needed.
105	The system should be capable of running routine reports that list all content eligible for destruction (i.e. those that have met the required length of time specified in the retention schedule) and then have appropriate functionality to destroy all, or a specified subset of the content that is eligible for destruction.	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes. Archiving and purging can be scheduled and parameterized as needed.
106	If the system is capable of automatically deleting content that has met its retention, the system must have a 'legal hold' mechanism that will suspend all destruction when required due to court orders or pending litigation.	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes. Archiving and purging can be scheduled and parameterized as needed.

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
107	The system should be able to selectively place content into a 'legal hold' based on specific parameters (e.g. retention code, content type, date range and/or user/creator).	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes. Archiving and purging can be scheduled and parameterized as needed.
108	The system must be capable of exporting all the content, including all the metadata entered by users as well as system generated metadata and any digital objects associated with the content, into non-proprietary file formats (e.g. xml/csv/txt and Tiff/PDF/JPG etc.) and all exported content must be linked either through naming conventions or metadata elements.	Data Storage & Archiving	X						CherryRoad will develop BIP exports for outbound interfaces.
109	The system should have a mechanism of extracting that content, and all associated metadata, from the system on a pre-defined time schedule, as well as by ad hoc requests, in order to transfer that content (all metadata and associated digital file objects) to the state's digital archives repository, for content that is of permanent value (as listed on the retention schedule) .	Data Storage & Archiving	X						CherryRoad will develop BIP exports for outbound interfaces.
110	The system shall provide the ability to track and log system uptime and transaction response times in order to provide information for SLA monitoring.	System Capacity & Performance	X						
111	The system shall the meet SLAs during the Deployment and Go-Live Support Phase (see "Appendix F, Service Level Agreement Requirements").	System Capacity & Performance	X						Oracle describes delivered SLAs Appendix F.
112	The system shall provide full recovery and system backup capabilities for all online and batch transactions according to State-specified timeframes.	Business Continuity and Disaster Recovery	X						CherryRoad will formulate a DR plan from the State side, with regard to integration with Oracle Cloud.
113	The system shall provide the ability to restore transactions from the database transaction log.	Business Continuity and Disaster Recovery	X						
114	The system shall provide software redundancy for software crash tolerance (i.e. server and client software shall maintain its integrity in case of power failures and abrupt shutdowns).	Business Continuity and Disaster Recovery	X						CherryRoad will formulate a DR plan from the State side, with regard to integration with Oracle Cloud.
115	The system shall provide software redundancy for redundancy in the application server tier	Business Continuity and Disaster Recovery	X						
116	The system shall provide software redundancy for redundancy in the database server tier	Business Continuity and Disaster Recovery	X						
117	The system shall provide software redundancy for restart and recovery capability after system failure with no loss of data or software components.	Business Continuity and Disaster Recovery	X						CherryRoad will formulate a DR plan from the State side, with regard to integration with Oracle Cloud.
118	The system shall provide software redundancy for roll-back	Business Continuity and Disaster	X						

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
119	The system shall provide software redundancy for cntegrity checking capability to identify the existence of program and/or system discrepancies and issue an alert to the appropriate systems operations team.	Business Continuity and Disaster Recovery	X						
120	The system shall provide software redundancy for file protection capability to limit the types of operations (e.g. read, write, delete, data dictionary modification) that can be performed by individual users on given data or program files.	Business Continuity and Disaster Recovery	X						CherryRoad will configure Role Based Access Controls based on State requirements.
121	The system shall provide software redundancy for incremental, differential, and full backups and restores of the database, core and customized software, software and database configuration options, user preferences and rights, etc.	Business Continuity and Disaster Recovery	X						

Solution Technology			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
1	The system shall provide best practice workflow templates.	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.
2	The system shall provide the ability to perform workflow management and approval hierarchies (e.g. approval paths based on item or document to be routed).	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.
3	The system shall provide the ability to automate approval notifications.	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.
4	The system shall provide workflow tools that integrate with e-mail for automated notifications (e.g. MS Exchange; SMTP) and the ability to perform approvals in e-mail.	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.
5	The system shall provide the ability to designate multiple approvers for a particular workflow step.	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.
6	The system shall provide the ability for a secondary approver to view items requiring approval when the primary approver is unavailable or when the system administrator indicates the primary approver is unavailable.	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.
7	The system shall provide configurable workflow alerts and escalation capabilities.	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.
8	The system shall provide the ability to create custom workflows based on business rules including the enforcement of workflow rules, with task checklists, to ensure processes are completed correctly and within specified timeframes.	Workflow Processing	X						The State can configure delivered workflows for enforcement, checklists and timeframes. CherryRoad will develop Workflow based on State requirements.
9	The system shall provide the ability to incorporate "checklists" into the workflow process based on the transaction type and/or business process (e.g. on-boarding), including status notifications.	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.
10	The system shall provide the ability to perform internal real-time message routing to broadcast information to a user-defined group of users.	Workflow Processing	X						Oracle can publish information via a News portlet. Oracle Bell Notifications will provide real-time messages to users.
11	The system shall provide the ability to track documents submitted for approval and review including, but not limited to a time/date stamp and user identification.	Workflow Processing	X						
12	The system shall provide data validation rules to ensure data validity at the time of entry.	Workflow Processing	X						

Solution Technology			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
13	The system shall provide reports including, but not limited to transaction volume, response time, amount of time a workflow step was in the user's control, and operational reporting.	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.
14	The system shall provide the ability to perform automatic approval when transactions meet defined criteria.	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.
15	The system shall provide the ability to utilize internal reporting functionality to generate charts and graphs based on report data within the system.	Reporting, Business Intelligence, & Data Warehouse	X						CherryRoad will develop OTBI and BIP reports based on State requirements.
16	The system shall provide the ability to utilize internal reporting functionality to generate reports directly to MS Office, Hypertext Markup Language (HTML) or PDF formats, Open Doc, Open XML, including compatibility with prior versions of MS Office.	Reporting, Business Intelligence, & Data Warehouse	X						CherryRoad will develop OTBI and BIP reports based on State requirements.
17	The system shall provide the ability to utilize internal reporting functionality for desktop GUI interfaces (e.g. dashboard) that are easy to understand and navigate.	Reporting, Business Intelligence, & Data Warehouse	X						CherryRoad will develop OTBI and BIP reports based on State requirements.
18	The system shall provide the ability to utilize internal reporting functionality to drill-down capability to individual data elements	Reporting, Business Intelligence, & Data Warehouse	X						CherryRoad will develop OTBI and BIP reports based on State requirements.
19	The system shall provide the ability to utilize internal reporting functionality to ad hoc and standard query capabilities based on user-defined criteria.	Reporting, Business Intelligence, & Data Warehouse	X						CherryRoad will develop OTBI and BIP reports based on State requirements.
20	The system shall provide the ability to utilize internal reporting functionality to create and maintain a report distribution mechanism with predefined reports (e.g. monthly reports that are specific by role, organization, and location via portal or Web).	Reporting, Business Intelligence, & Data Warehouse	X						
21	The system shall provide the ability to utilize internal reporting functionality to view previously generated reports by all users or by specific users.	Reporting, Business Intelligence, & Data Warehouse	X						
22	The system shall provide the ability to utilize internal reporting functionality to schedule reports to run automatically.	Reporting, Business Intelligence, & Data Warehouse	X						
23	The system shall provide the ability to utilize internal reporting functionality for reporting by exception.	Reporting, Business Intelligence, & Data Warehouse	X						

Solution Technology			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
24	The system shall provide the ability to utilize internal reporting functionality to print preview of all reports before printing and have print screen and selective page(s) print functionality.	Reporting, Business Intelligence, & Data Warehouse	X						Via the browser print preview functionality or viewing the report in the report viewer.
25	The system shall provide the ability to utilize internal reporting functionality for Uploading external data for analysis purposes.	Reporting, Business Intelligence, & Data Warehouse	X						OAC will be used to combine external data into Cloud for BI Reporting.
26	The system shall provide the ability to utilize internal reporting functionality for downloading report data and information to/from MS Excel.	Reporting, Business Intelligence, & Data Warehouse	X						
27	The system shall provide the following types of report writing tools including user-friendly end-user reporting tool (i.e. does not require technical expertise) to generate reports from the transactional database.	Reporting, Business Intelligence, & Data Warehouse	X						CherryRoad will provide knowledge transfer to State staff on OTBI and BIP reporting tools.
28	The system shall provide the following types of report writing tools including graphical report-writer tool	Reporting, Business Intelligence, & Data Warehouse	X						
29	The system shall provide the following types of report writing tools including capability to report from multiple databases.	Reporting, Business Intelligence, & Data Warehouse	X						
30	The system shall provide the ability to utilize third-party reporting tools.	Reporting, Business Intelligence, & Data Warehouse	X						Third-party reporting tools can be used against the Oracle Analytic Warehouse. Third-party reporting tools can be treated as interfaces; i.e., data extracts can be sent to an external data warehouse.
31	The system shall provide the ability to perform forecasting and trend analysis functions.	Reporting, Business Intelligence, & Data Warehouse	X						These reports are either delivered or can be developed inside Oracle Cloud ERP and PBCS.
32	The system shall provide the ability to compare forecast vs. actual data.	Reporting, Business Intelligence, & Data Warehouse	X						These reports are either delivered or can be developed inside Oracle Cloud ERP and PBCS
33	The system shall provide the ability to use the same security profile as the transactional environment when accessing the report environment.	Reporting, Business Intelligence, & Data Warehouse	X						CherryRoad will configure Role Based Access Controls that encompass reported data.
34	The system shall provide the ability to schedule batch functions.	Reporting, Business Intelligence, & Data Warehouse	X						

Solution Technology			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
35	The system shall provide the ability for reports generated from batch processes/scheduled report_jobs to automatically be e-mailed to designated recipients.	Reporting, Business Intelligence, & Data Warehouse	X						CherryRoad will operationalize Cloud batch processes based on State requirements.
36	The system shall provide the ability to print to any printer on the State's network or from locally connected printers.	Reporting, Business Intelligence, & Data Warehouse	X						
37	The system shall provide an ad hoc reporting tool with the ability to access any standard delivered or user-defined fields/tables in the database.	Reporting, Business Intelligence, & Data Warehouse	X						
38	The system shall provide the ability to access data through industry standard tools (e.g. Excel, Crystal, Cognos).	Reporting, Business Intelligence, & Data Warehouse	X						Via Oracle Analytic Applications, views such as Crystal, Excel, and Cognos can be used. All inquiries and reports in Oracle Cloud ERP and PBCS can be exported to Excel. Third-party reporting tools can be treated as interfaces; i.e., data extracts can be sent to an external data warehouse.
39	The system shall provide the ability to automate the extraction and loading of data to BI/DW and external databases.	Reporting, Business Intelligence, & Data Warehouse	X						Third-party reporting tools can be treated as interfaces; i.e., data extracts can be sent to an external data warehouse.
40	The system shall provide the ability to integrate data contained within the system with forms.	Reporting, Business Intelligence, & Data Warehouse	X						CherryRoad can develop BIP exports for external data warehouses.
41	The system shall provide the ability to support the presentation of State financial information to the public via a secure portal including, but not limited to a searchable database, reporting, integrated with security.	Reporting, Business Intelligence, & Data Warehouse	X						Extracts can be done to expose or send data to a secure portal for viewing.
42	The system shall provide the ability to capture system-generated documents and store them in virtual folders.	Content/Document Management & Imaging	X						Documents generated as part of a transaction are associated with the transaction and accessible throughout the application. Documents can be exported to a third-party documentation provider via Web Services. CherryRoad will configure WorkCenter Forms based on State requirements.
43	The system shall provide the ability to store electronic forms.	Content/Document Management & Imaging	X						

Solution Technology				One Response per Requirement (Offeror Use Only)						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N		
44	The system shall provide the ability to scan and store imaged documents and electronic files (e.g. photographs, other binary or American Standard Code for Information Interchange (ASCII) files) in virtual folders associated with any object in the system (e.g. property, person, complaint) in standard image formats (e.g. pdf, jpg, tif), including the ability to preserve the readable format of the documents when application versions of image viewers are upgraded.	Content/Document Management & Imaging	X						Oracle cannot preserve the ability to view older formats if they are not supported by current file readers. CherryRoad will configure WorkCenter Forms based on State requirements.	
45	The system shall provide content and document management functionality including Enabling indexing and searching of documents by a variety of user-defined metadata attributes.	Content/Document Management & Imaging						X	Oracle WorkCenter Forms is included in the SaaS solution. The State may consider that functionality as an alternative to solution this requirement.	
46	The system shall provide content and document management functionality with the ability to tag document (i.e. call EPS)	Content/Document Management & Imaging						X	Oracle WorkCenter Forms is included in the SaaS solution. The State may consider that functionality as an alternative to solution this requirement.	
47	The system shall provide content and document management functionality to support for full text search	Content/Document Management & Imaging						X	Oracle WorkCenter Forms is included in the SaaS solution. The State may consider that functionality as an alternative to solution this requirement.	
48	The system shall provide content and document management functionality to provide built-in viewers/converters for a wide variety of file types.	Content/Document Management & Imaging	X						Files are viewed by using native viewers on the users desktop. CherryRoad will configure WorkCenter Forms based on State requirements.	
49	The system shall provide content and document management functionality to provide check in/check out functionality for electronic documents.	Content/Document Management & Imaging	X						CherryRoad will configure WorkCenter Forms based on State requirements.	
50	The system shall provide content and document management functionality to provide notification features for files that are checked out (e.g. overdue, availability).	Content/Document Management & Imaging	X						CherryRoad will configure WorkCenter Forms based on State requirements.	
51	The system shall provide content and document management functionality to ensure version control of documents as they are changed or modified.	Content/Document Management & Imaging	X						CherryRoad will configure WorkCenter Forms based on State requirements.	
52	The system shall provide content and document management functionality to allow rollback to a previous version of a document.	Content/Document Management & Imaging	X						CherryRoad will configure WorkCenter Forms based on State requirements.	
53	The system shall provide content and document management functionality to enable collaborative document creation and/or markup.	Content/Document Management & Imaging	X						CherryRoad will configure WorkCenter Forms based on State requirements.	

Solution Technology			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
54	The system shall provide content and document management functionality to enable attachment of documents to e-mails and e-mail distribution lists.	Content/Document Management & Imaging	X						CherryRoad will configure WorkCenter Forms based on State requirements.
55	The system shall provide content and document management functionality to store location identification of paper documents (i.e. attributes shall minimally include folder, box, and physical location).	Content/Document Management & Imaging						X	CherryRoad will conduct Business Process Optimization to formulate an approach to document location tracking, and leverage any Cloud tools as needed to implement process.
56	The system shall provide the ability to associate digital signatures and approvals with documents (e.g. employee acknowledgements). The system must be able to integrate with Adobe Echosign if e-signature is used.	Content/Document Management & Imaging						X	Oracle supports electronic signaturing with the integration to DocuSign. CherryRoad will configure integration with DocuSign as an alternative solution, if requested by the State.
57	The system shall provide the ability to adhere to State and federal retention requirements in the content/ document management purge schedules including the ability to set automated deletions and to restrict deletions based on case-specific legal requirements (e.g. legal holds, e-discovery).	Content/Document Management & Imaging	X						Oracle does not purge data.
58	The system shall provide attachment and document storage in Adobe PDF/A format and password protect any documents with PII, HIPPA, or other regulatory requirements.	Content/Document Management & Imaging	X						The State would lock any associated file before uploading the document to Oracle. CherryRoad will configure WorkCenter Forms based on State requirements.
59	The system shall provide end-user interfaces capabilities with consistent look and feel, which conforms to industry standards, across all modules.	End-User Interface	X						CherryRoad will brand application pages based on State requirements.
60	The system shall provide end-user interfaces capabilities customize views throughout all modules at the field and record level.	End-User Interface	X						
61	The system shall provide end-user interfaces capabilities to enable the user to complete each step in the workflow process within a given screen (i.e. the end-user will not be required to navigate to multiple screens to complete a task(s) in the workflow).	End-User Interface	X						
62	The system shall provide end-user interfaces capabilities with a method to "drill down" to related data as needed by job function.	End-User Interface	X						
63	The system shall provide alternatives for the end-user to interact with the system including command-driven	End-User Interface	X						

Solution Technology			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
64	The system shall provide alternatives for the end-user to interact with the system including menu-driven	End-User Interface	X						
65	The system shall provide alternatives for the end-user to interact with the system including drop-down lists for selection of valid responses	End-User Interface	X						
66	The system shall provide alternatives for the end-user to interact with the system including icon-based	End-User Interface	X						
67	The system shall provide alternatives for the end-user to interact with the system including Touch Screen	End-User Interface	X						
68	The system shall provide online, interactive help with support for hyperlink technology and other industry standard formats (e.g. HTML file formats).	End-User Interface	X						CherryRoad will configure online help pages based on State requirements.
69	The system shall provide the ability to present data to end-users minimizing the navigational effort required (e.g. customizable views) including, but not limited to the ability to accommodate both the casual and power users requiring different views.	End-User Interface	X						
70	The system shall provide readily available data elements in order to complete a transaction or job function (i.e. whether to inquire/read only or data entry).	End-User Interface	X						
71	The system shall provide the integration of information from multiple components (e.g. business area, work type) into a unified end-user display.	End-User Interface	X						
72	The system shall provide "out of the box" functionality which allows end-users entry and/or inquiry access (e.g. timesheet entry, transaction status) from mobile devices/PDAs.	End-User Interface	X						
73	The system shall support multiple languages for specific transactions including, but not limited to time entry and public portal.	End-User Interface	X						
74	The system shall meet Web Accessibility standards including, but not limited to the ability to support ADA compliance and Limited English Proficiency for the public portal. E.G. Section 508	End-User Interface			X				See attached file, "Appendix C Technical Requirements_CherryRoad_INSERT"
75	The system shall provide customizable online documentation and training materials such as context-sensitive help (e.g. mouse over help, search capability) including, but not limited to organization-specific business process documentation and process maps.	Data Entry Support & On-Line Help	X						CherryRoad will configure online help pages based on State requirements.

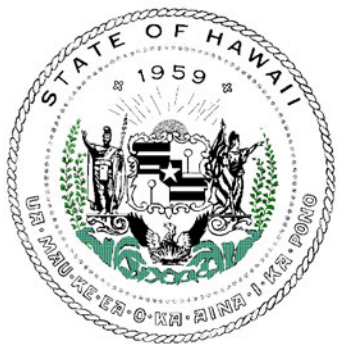
Solution Technology			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
76	The system shall provide field level edit checks for transactions during data entry and provide immediate user feedback including, but not limited to error messages, potential possible corrective actions, warnings, data validation from external sources (e.g. GIS data for address validation, USPS for zip code validation).	Data Entry Support & On-Line Help	X						
77	The system shall provide online help that displays data field definitions for all user-entered data fields.	Data Entry Support & On-Line Help	X						
78	The system shall provide the ability to design a preferred sequence to make data-entry columns and fields match the order of information in organization source documents.	Data Entry Support & On-Line Help						X	CherryRoad will perform Business Process Optimization to align the State's current processes with industry best practices.
79	The system shall provide the ability to support administrator-defined input validation for all user input (e.g. validating account distributions against the Uniform Chart of Accounts).	Data Entry Support & On-Line Help	X						
80	The system shall provide the ability to support the addition of memo notes by users on any file or screen (e.g. through "text boxes") and attach documents.	Data Entry Support & On-Line Help	X						Only where the transaction supports this feature via text boxes and file attachments
81	The system shall provide the ability to describe the nature of data entry errors and potential solutions.	Data Entry Support & On-Line Help	X						
82	The system shall provide the ability to allow data entry fields to default to the last entry.	Data Entry Support & On-Line Help	X						CherryRoad will implement Personalizations where applicable, based on State requirements.
83	The system shall provide the ability to auto-fill an entry based on the transaction and/or field entry.	Data Entry Support & On-Line Help	X						
84	The system shall provide the ability to restrict free form entry (e.g. require use of drop-down calendar for date field).	Data Entry Support & On-Line Help	X						
85	The system shall provide the ability to accept mass data entry from an external source, including the ability to load through automated interface.	Data Entry Support & On-Line Help	X						
86	The system shall provide the ability to perform intelligent spell checking of text fields.	Data Entry Support & On-Line Help	X						Browsers typically perform this functionality
87	The system shall provide online interactive help (e.g. system, website) including, but not limited to support for hyperlink technology and industry standard formats.	Data Entry Support & On-Line Help	X						
88	The system shall provide the ability for end-users to receive clear and non-technical error messages with the exact status of the transaction.	Data Entry Support & On-Line Help	X						

Solution Technology				One Response per Requirement (Offeror Use Only)						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N		
89	The system shall provide the ability for end-users to receive clear and non-technical error messages with options for on-line help.	Data Entry Support & On-Line Help	X							
90	The system shall provide the ability for end-users to receive clear and non-technical error messages with options for additional help including phone, fax number, and a pre-formatted e-mail problem report.	Data Entry Support & On-Line Help	X						The State can configure messages to include phone, fax, and email information.	



Insert: Appendix D Implementation Services Requirements





Appendix D – Implementation Services Requirements

RFP-ERP-2020

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1.0 Overview of Document

This document clarifies the roles and responsibilities of the State of Hawaii (State) and the prime EFS System Integrator (**Offeror**) across the life-cycle of the multi-phase project, which consists of the following work activities:

- Implementation Services
 - Project Planning
 - Initial Analysis and Design
 - Final Analysis and Design
 - Configuration and Development
 - Testing and Training
 - Deployment and Go-Live Support
 - Warranty
- Minimum List of Deliverables

2.0 Implementation Services

The purpose of the Implementation Services section is to describe the tasks and Deliverables expected to occur during this Phase of the Project and to define the expected roles and responsibilities of the State and the Offeror.

As noted in the RFP, each subsection below outlines the high-level roles and responsibilities of both the State and the Offeror overall and for each Deliverable. The State requires the Offeror to assume full management responsibility for the required Offeror and subcontractor Project personnel and associated Deliverables related to this Project.

2.1 Project Planning

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 1. Project Planning Roles and Responsibilities

#	Project Planning Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.1.1	Provide a Project Manager (PM) to represent the Offeror in the management of the Project, interfacing with the State Project Manager (PM) in any decisions relating to the Project.	X		Yes	The CherryRoad team will include a dedicated Project Manager whose responsibilities will be consistent with the duties defined by the Project Management Plan deliverable (Implementation Services Requirement 2.1.7).
2.1.2.	Assume and lead all day-to-day management of all Offeror personnel, including subcontractor personnel, and associated Deliverables related to the required services.	X		Yes	The CherryRoad Project Manager will manage the day-to-day activities of all CherryRoad team personnel and CherryRoad assigned deliverables.
2.1.3	Provide a Project Manager to represent the State organization in this Project, interfacing with the Offeror’s PM, and representing the State in any decisions relating to the Project.		X	Yes	The CherryRoad implementation plan assumes the State will assign a full time Project Manager to represent the State.
2.1.4	Establish a program management office (PMO) for the Project by integrating with the State’s current PMO.	X		Yes	The CherryRoad Project Leadership including the Engagement Manager, Project Manager, and Project Coordinator positions will establish and actively participate in a program management office integrating with the State’s current PMO.
2.1.5a	Create a Project Charter, or review and revise an existing Project Charter as necessary.		X	Yes	In the Planning stage of the project, CherryRoad will deliver a Project Charter deliverable. CherryRoad will work with the State to determine if an existing State Project Charter should be updated or if CherryRoad will create a new Project Charter.

#	Project Planning Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.1.5b	<p>Provide a Project Schedule (e.g. in MS Project) that includes the following key components:</p> <ul style="list-style-type: none"> ■ Tasks and activities required to successfully complete the Project ■ Schedule/milestone tracking and resource allocation ■ Critical path identification and dependencies <p>Provide periodic updates (as mutually agreed upon by the State and the Offeror) to the Project Schedule.</p>	X		Yes	In the Planning stage of the project, CherryRoad will create a Project Schedule for the tracking of tasks and activities, schedule milestones, assign resources, and identify a critical path for the implementation. The project schedule will be developed and maintained in accordance with the Project Management Plan deliverable (Implementation Services Requirement 2.1.7). CherryRoad will use Smartsheet software for the Project schedule.
2.1.6	<p>Establish a formal requirements management process that shall include:</p> <ul style="list-style-type: none"> ■ Assumption definition, tracking, and traceability in a requirements traceability matrix (RTM) ■ Functional and Technical Requirement definition, tracking, traceability and verification 	X		Yes	CherryRoad will establish a formal process for defining, updating, and tracing requirements. Requirements are established by this RFP and will be added/updated through the implementation deliverables as well as a project Change Advisory Board. Each of these elements of Requirements Management will be defined in the Project Management Plan deliverable (Implementation Services Requirement 2.1.7).

#	Project Planning Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.1.7	<p>Provide, update, and maintain a Project Management Plan (PMP) as mutually agreed upon by the State and the Offeror that includes the following key components:</p> <ul style="list-style-type: none"> ■ Project initiation activities ■ Issue tracking, escalation and resolution ■ Change request approval, management and tracking ■ Deliverable/product review and approval and other acceptance criteria ■ Risk management, identification, quantification of impact, monitoring, and mitigation plans ■ Quality management ■ Relationships to other IT or business efforts ■ Status and other reporting activities ■ Status reporting templates (including Deliverable status reports, issues, risks, plan vs. actual status, etc.) 	X		Yes	<p>In the Planning stage of the project CherryRoad will develop the Project Management Plan deliverable. The Project Management Plan will establish how the project team will manage the project management processes for the implementation including those key components listed in this Implementation Service Requirement.</p>

#	Project Planning Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.1.8	Provide and implement risk mitigation measures and contingency plans as high-priority risks are identified and monitored.	X		Yes	The risk management process will be established in the Project Management Plan deliverable (Implementation Services Requirement 2.1.7). The process will be mutually agreed upon by CherryRoad and the State. Based upon our experience, we would anticipate a periodic meeting to review Risks, Issues, Opportunities, and Decisions. In those meetings, CherryRoad will be assigned risk mitigation measures to be implemented as agreed upon with the State Project Management Office. CherryRoad's preferred tool for recording, updating, and tracking project risks is Jira.
2.1.9	Provide the initial Project Team Training Plan to document State Project Team "boot camp" training requirements and the approach the Offeror will use to prepare the State Project Team for the Initial Design and Analysis phase (both Functional and Technical Teams) so that the State Project Team can gain an in depth understanding of the EFS application modules scheduled for implementation, introduction to configuration, table structures, technical terminology, etc. as mutually agreed upon by the State and the Offeror.	X		Yes	In the Planning Stage, CherryRoad will complete the Project Team Training Plan deliverable outlining the tasks and schedule for completing the Oracle Cloud applications training.
2.1.10	Provide a Communication Plan that shall be used to communicate with all Project stakeholders throughout the life of the Project, as mutually agreed upon by the State and the Offeror, including at a minimum the following activities: <ul style="list-style-type: none"> ■ Communication with internal and external stakeholders ■ Formal kickoffs of phases ■ Communication of milestones ■ Team-building exercises 		X	Yes	In the Planning stage of the project, CherryRoad will collaborate with the State project management office to establish the communication channels for the project and identify stakeholders to be communicated with. CherryRoad will then develop a Communications Plan deliverable to be followed by the project team for the duration of the implementation.

#	Project Planning Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.1.11	Provide Weekly Status Reviews, Issues Logs, and Progress Reports at the sub-team level (e.g. functional teams, technical team, and deployment team).	X		Yes	CherryRoad will collaborate with the State to establish the project cadence for status reviews, issue logs, and progress reports, and will document that cadence in the Project Management Plan deliverable (Implementation Services Requirement 2.1.7). CherryRoad will be responsible for facilitating these processes defined by the Project Management Plan for the duration of the project.
2.1.12	Provide Project Status Reports and conduct regularly scheduled status meetings reviewing Project progress, risk mitigation, issue resolution, Deliverable status, and next steps mutually agreed upon by the State and the Offeror.	X		Yes	CherryRoad will collaborate with the State to define the standards for status reporting and for conducting status meetings. Those standards will be defined by the Project Management Plan deliverable (Implementation Services Requirement 2.1.7). CherryRoad will be responsible for adhering to these standards for the duration of the project.
2.1.13	Use documentation repository provided by the State to store, organize, track, control and disseminate all information using documentation standards and naming convention.	X		Yes	CherryRoad will use the documentation repository provided by the State and will follow the documentation standards and naming conventions. The processes, conventions, and standards will be documented in the Project Management Plan deliverable (Implementation Services Requirement 2.1.7).
2.1.14	Communicate Project scope change process and procedures to State stakeholders.		X	Yes	A standard process for Change Control will be established by the Project Management Plan (Implementation Services Requirement 2.1.7). CherryRoad agrees that the State will be responsible for communicating scope change processes and procedures to the State stakeholders as part of the documented Change Control process.

#	Project Planning Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.1.15	Document impact analysis associated with proposed changes.	X		Yes	A standard process for Change Control will be established by the Project Management Plan (Implementation Services Requirement 2.1.7). That process will include documenting the impact of proposed changes by CherryRoad. The impact is then weighed along with other factors by the Project Management team before it is adopted and incorporated into the project scope.
2.1.16	Provide training materials for “boot camp” training.	X		Yes	CherryRoad will provide training materials for the Project Team Training referred to here as “boot camp” training. The scope of training materials will be defined by the Project Team Training Plan deliverable. The training materials will be consistent with standard Oracle Cloud application training materials.
2.1.17	Provide State Project Team Training (“boot camp” training) to the Project Team and key SMEs to support the Initial Analysis and Design phase.	X		Yes	CherryRoad will facilitate the delivery of Project Team Training to State project team members and key subject matter experts. The scope, timing, and audience will be defined by the Project Team Training Plan deliverable.
2.1.18	Provide a Work Breakdown Structure that maps major tasks for all phases of project	X		Yes	CherryRoad will establish a Work Breakdown Structure that maps major tasks for all stages of the project. The Work Breakdown Structure will be included in the Project Management Plan deliverable (Implementation Services Requirement 2.1.7).

2.2 Initial Analysis and Design

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 2. Initial Analysis and Design Roles and Responsibilities

#	Initial Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.2.1	Act as primary point of contact with stakeholders and offices to refine functional and technical requirements, including scheduling State staff for interviews and workshops.		X	Yes	The Communications Plan deliverable will establish the communication channels for the project team. In that deliverable, responsibility for contacting stakeholders will be assigned to the State.
2.2.2	Develop a detailed plan and schedule to conduct State interviews, group workshops, and surveys to refine, and prioritize detailed functional and technical requirements.	X		Yes	CherryRoad will develop the plan and schedule for all work sessions required to refine and prioritize the States’ detailed functional and technical requirements. After the initial Requirements Traceability Matrix, requirements will be updated throughout the completion of the project in accordance with the scope management process defined by the Project Management Plan deliverable (Implementation Services Requirement 2.1.7)

#	Initial Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.2.3	Conduct and document State interviews, group workshops, and surveys to refine, and prioritize detailed functional and technical requirements.	X		Yes	CherryRoad will take the lead in facilitating the work sessions where the State detail functional and technical requirements are refined and prioritized. After the initial Requirements Traceability Matrix, requirements will be updated throughout the completion of the project in accordance with the scope management process defined by the Project Management Plan deliverable (Implementation Services Requirement 2.1.7)
2.2.4	Provide periodic updates to refine, clarify and prioritize the detailed functional and technical requirements including "to-be" process flows, use cases, and business re-engineering opportunities.	X		Yes	CherryRoad will be responsible for updating functional and technical requirements including "to-be" business process flows, use cases, etc. After the initial Requirements Traceability Matrix, requirements will be updated throughout the completion of the project in accordance with the scope management process defined by the Project Management Plan deliverable (Implementation Services Requirement 2.1.7)
2.2.5	Coordinate, schedule and communicate with all functional and technical SMEs for planning sessions.		X	Yes	The Project Management Plan deliverable (Implementation Services Requirement 2.1.7) will establish the State's project management team's responsibility to coordinate, schedule, and communicate with State functional and technical subject matter experts.

#	Initial Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.2.6	Conduct and document functional and technical planning sessions to establish system(s) configuration.	X		Yes	CherryRoad will facilitate the work planning sessions to establish system configuration. System configuration will be managed in accordance with the CEMLI Plan which will specify the processes and standards for completing configurations, enhancements, modifications, localizations and integrations.
2.2.7	Develop and document operational and technical requirements (technical as well as performance) around the current IT infrastructure (desktop, network, directories, and any dependent systems) to allow the State to perform any mitigations.	X		Yes	Recognizing the Oracle Cloud applications are a SaaS solution whose IT architecture is solely the responsibility of Oracle and not subject to change based on the State or project team's preferences, CherryRoad will document the operational and technical requirements around the State's IT infrastructure to allow the State to perform any required migrations in accordance with the Technical Architecture Strategy deliverable (Implementation Services Requirement 2.2.8).
2.2.8	Provide a Technical Architecture Strategy (e.g. including application, database, network, infrastructure, system management, security, administration).	X		Yes	Recognizing the Oracle Cloud applications are a SaaS solution whose IT architecture is solely the responsibility of Oracle and not subject to change based on the State or project team's preferences, CherryRoad will provide a Technical Architecture Strategy for those elements of the State's IT architecture that support and/or interact with the Oracle Cloud application architecture.

#	Initial Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.2.9	Conduct business process analysis and reengineering focused on the adoption of standard, best-practice business processes implicit within the proposed solution.	X		Yes	CherryRoad team members will conduct business process tasks that focus on the State's adoption of the best-practice business processes delivered within the Oracle Cloud applications. The approach to business process analysis will be defined by the Business Process Re-engineering Plan deliverable (Implementation Services Requirement 2.2.21).
2.2.10	Analyze, validate and provide recommendations regarding any proposed enhancements to the application based on existing laws, policies, and other government regulations.	X		Yes	CherryRoad will establish the approach for addressing proposed enhancements in the CEMLI Plan deliverable. Unlike an on-premise solution, the Oracle Cloud applications will have limited opportunities for enhancements given the SaaS nature of the solution.
2.2.11	Assess whether the solution is compliant with State's digital records retention policies.	X		Yes	CherryRoad will confirm the Oracle Cloud applications are compliant with the State's digital records retention policies. The State will be responsible for providing the State's records retention policies to CherryRoad.
2.2.12	Work with the State's Uniform Chart of Accounts (UCOA) consultant to demonstrate how the proposed UCOA structure will be implemented in the application, including field definitions and usage; and reporting. The design shall use information from the State's preliminary UCOA documents.	X		Yes	CherryRoad recognizes the importance of collaborating with the State's Uniform Chart of Accounts consultant to ensure the UCOA structure defined by the preliminary UCOA documents is implemented correctly in the Oracle Cloud applications and the benefits envisioned as part of the UCOA restructuring are realized through the implementation process.

#	Initial Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.2.13	Assess needs and develop the design for a Business Intelligence (BI)/Data Warehouse (DW) solution which addresses the State's reporting requirements.	X		Yes	CherryRoad will assess the State's reporting requirements and will develop a design for achieving those requirements within the Oracle Cloud applications rather than implementing a separate data warehouse solution. CherryRoad will leverage Oracle Cloud applications reporting tools and data analytics capabilities included in this proposal to meet the State's requirements. The plan for reporting will be defined by the Business Intelligence Plan deliverable.
2.2.14	Provide BI/DW recommendations on an integrated versus federated implementation approach.	X		Yes	The CherryRoad proposal is to provide a Business Intelligence solution based upon an integrated approach, leveraging the integrated Oracle cloud applications for reporting and data analytics.
2.2.15	Provide the Configured Environment (pre-development and/or sandbox) required to support fit-gap activities.	X		Yes	During the Design stage the project team will use a configured non-production environment to facilitate the various business process related work sessions.
2.2.16	Conduct and document assessments of detailed functional requirements and generate a fit-gap analysis, including affected systems recommendations and alternative design scenarios, etc.	X		Yes	Following Conference Room Pilot 2, the CherryRoad team will generate an analysis identifying functional requirement gaps and the alternative business processes available in the Oracle Cloud software that may be implemented at the State. The content of the analysis will be included in the Initial System Design deliverable.
2.2.17	Provide a State-wide EFS Implementation Strategy document which outlines the proposed approach for implementation, including timelines for deployment across all phases; and staffing plan for the Offeror and the State.	X		Yes	During the Initial Analysis and Design stage the CherryRoad team will develop the EFS Implementation Strategy deliverable documenting the proposed EFS implementation approach.

#	Initial Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.2.18	Provide the Initial System Design Document , including “to-be” business process flows, business process fit-gap analysis, updated and validated RTM (e.g. updated requirements fit-gap), RICEFW, data dictionary, and role-based access control.	X		Yes	At the conclusion of the Design stage the CherryRoad team will deliver an Initial System Design Document that will include “to-be” business process flows, a current requirements traceability matrix and inventory of CEMLI (Configurations, Enhancements, Modifications, Localizations, and Integrations) to be included in the project phase. Note that CEMLI replaces RICEFW in Oracle Cloud terminology. The data dictionary to be provided is limited to that which is made available by Oracle.
2.2.19	Facilitate interviews, group workshops, etc. to obtain and gain consensus on design.	X		Yes	During the Design stage, CherryRoad will facilitate work sessions with project team members and designated subject matter experts to gain consensus on the initial system design. This will not include building consensus across all statewide users, as that is a function of organizational change management and, in the best case, will take the entirety of the project to achieve.
2.2.20	Define and document the system’s security and privacy features, including role-based access controls.	X		Yes	During the Design stage, the CherryRoad team will provide documentation regarding the Oracle Cloud applications security and privacy features, including role-based access controls. This documentation will be consistent with the Oracle standard security documentation.
2.2.21	Provide a Business Process Re-engineering Plan to address the business process and organizational change management activities necessary to successfully implement the system in the State.	X		Yes	During the Design stage, the CherryRoad team will provide a Business Process Re-engineering Plan.

#	Initial Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.2.22	Provide and document a Business Process and Organizational Change Management Plan .	X		Yes	During the Design stage, the CherryRoad team will provide an Organizational Change Management Plan
2.2.23	Perform and document an Organizational Readiness Assessment to identify opportunities and resistance to changes.	X		Yes	During the Design stage, the CherryRoad team will conduct an Organizational Readiness Assessment identifying opportunities and resistance to change.
2.2.24	Perform and document a discovery of Time & Attendance data collection requirements throughout the jurisdictions.	X		Yes	During the Design stage, the CherryRoad team, with guidance from the State, will perform and document discovery of Time & Attendance data collection requirements throughout the jurisdictions. CherryRoad will depend on the State to provide guidance on what impact this data will have on the first phase of the EFS implementation.

2.3 Final Analysis and Design

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 3. Final Analysis and Design Roles and Responsibilities

#	Final Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.3.1	Act as primary point of contact with stakeholders and offices to refine functional and technical requirements, including scheduling State staff for interviews and workshops.		X	Yes	The Communications Plan deliverable will establish the communication channels for the project team. In that deliverable, responsibility for contacting stakeholders will be assigned to the State.
2.3.2	Develop a plan and schedule to conduct State interviews, group workshops, and surveys to finalize the detailed functional and technical requirements.	X		Yes	CherryRoad will develop the plan and schedule for all work sessions required to finalize the States’ detailed functional and technical requirements. After the initial Requirements Traceability Matrix, requirements will be updated throughout the completion of the project in accordance with the scope management process defined by the Project Management Plan deliverable (Implementation Services Requirement 2.1.7)
2.3.3	Conduct and document State interviews, group workshops, and surveys to finalize the detailed functional and technical requirements.	X		Yes	CherryRoad will take the lead in facilitating the work sessions where State detail functional and technical requirements are finalized. After the initial Requirements Traceability Matrix, requirements will be updated throughout the completion of the project in accordance with the scope management process defined by the Project Management Plan deliverable (Implementation Services Requirement 2.1.7)

#	Final Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.3.4	Provide final updates to refine, clarify and prioritize the detailed functional and technical requirements including “to-be” process flows, use cases, and business re-engineering opportunities.	X		Yes	CherryRoad will be responsible for the final updating of functional and technical requirements including “to-be” business process flows, use cases, etc. After the initial Requirements Traceability Matrix, requirements will be updated throughout the completion of the project in accordance with the scope management process defined by the Project Management Plan deliverable (Implementation Services Requirement 2.1.7)
2.3.5	Coordinate, schedule and communicate with all functional and technical SMEs for planning sessions.		X	Yes	The Project Management Plan deliverable (Implementation Services Requirement 2.1.7) will establish the State project management team’s responsibility to coordinate, schedule, and communicate with State functional and technical subject matter experts.
2.3.6	Conduct and document final functional and technical planning sessions to establish system(s) configuration.	X		Yes	CherryRoad will facilitate the work planning sessions to establish the final system configuration.
2.3.7	Develop and document operational and technical requirements (technical as well as performance) around the current IT infrastructure (desktop, network, directories, and any dependent systems) to allow the State to perform any mitigations	X		Yes	Recognizing the Oracle Cloud applications are a SaaS solution whose IT architecture is solely the responsibility of Oracle and not subject to change based on the State or project team’s preferences, CherryRoad will document the operational and technical requirements around the State’s IT infrastructure to allow the State to perform any migrations. Those requirements will be included in the Technical Architecture Strategy deliverable (Implementation Services Requirement 2.2.8).

#	Final Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.3.8	Conduct business process analysis and reengineering focused on the adoption of standard, best-practice business processes implicit within the proposed solution.	X		Yes	CherryRoad team members will conduct business process tasks that focus on the State's adoption of the best-practice business processes delivered within the Oracle Cloud applications. The approach will be consistent with the Business Process Re-engineering Plan deliverable (Implementation Services Requirement 2.2.21).
2.3.9	Assess needs and design BI/DW solution which supports the analysis and report requirements defined in functional requirements.	X		Yes	CherryRoad will assess the State's reporting requirements and will develop a design for achieving those requirements within the Oracle Cloud applications rather than implementing a separate data warehouse solution. CherryRoad will leverage Oracle Cloud applications reporting tools and data analytics capabilities included in this proposal to meet the State's requirements. The plan for reporting will be defined by the Business Intelligence Plan deliverable.
2.3.10	Provide the Configured Environment (pre-development) required to support the final fit-gap activities.	X		Yes	During the Final Analysis and Design stage the project team will use a configured non-production environment to facilitate the various business process related work sessions.
2.3.11	Conduct and document assessments of detailed functional requirements and update the fit-gap analysis, including affected systems recommendations and alternative design scenarios, etc.	X		Yes	Following Conference Room Pilot 3, the CherryRoad team will update the analysis identifying functional requirement gaps and the alternative business processes available in the Oracle Cloud software that will be implemented by the State. The analysis will be included in the Final System Design deliverable.

#	Final Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.3.12	Conduct and document assessments of detailed technical infrastructure requirements and generate a fit-gap analysis, including network infrastructure, desktops, etc.	X		Yes	During the Final Analysis and Design stage the CherryRoad team will assess the State's technical infrastructure and generate a gap analysis where components of the State technical infrastructure do not align with best practices for utilizing the Oracle Cloud Applications.
2.3.13	Ensure alignment of the system architecture with the State's technical architecture preferences.	X		Yes	CherryRoad will ensure the State's technical architecture preferences align with the Oracle Cloud applications. If there are elements of the State's technical architecture preferences that do not align with the Oracle Cloud applications, CherryRoad will escalate those issues to the State and work with the state to identify alternative technical architecture preference that do align with the Oracle Cloud applications.
2.3.14	Perform and document system security planning and create a formal Security Plan in accordance with State's security requirements and regulations.	X		Yes	During the Final Analysis and Design stage the CherryRoad team will complete a Security Plan deliverable in accordance with State's security requirements and regulations. The State will designate a State project team member that is knowledgeable of the State's security requirements and regulations to be available to support the CherryRoad efforts in completing this deliverable.

#	Final Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.3.15	Provide a Final System Design Document , including “to-be” business process flows, final business process fit-gap analysis and documentation, validated detailed functional and technical requirements, configuration settings, and requirements traceability matrix.	X		Yes	At the conclusion of the Final Analysis and Design stage, the CherryRoad team will deliver a Final System Design Document that will include “to-be” business process flows, a current requirements traceability matrix and inventory of CEMLI (Configurations, Enhancements, Modifications, Localizations, and Integrations) are to be included in the project phase.
2.3.16	Facilitate interviews, group workshops, etc. to obtain and gain consensus on design.	X		Yes	During the Final Analysis and Design stage, CherryRoad will facilitate work sessions with project team members and designated subject matter experts to gain consensus on the system design. This will not include building consensus across all statewide users as that is a function of organizational change management and, in the best case, will take the entirety of the project to achieve.
2.3.17	Define and document the system’s security features.	X		Yes	During the Final Analysis and Design stage, the CherryRoad team will provide documentation regarding the Oracle Cloud applications security features. This documentation will be consistent with the Oracle standard security documentation and will likely be similar to the documentation provided for implementation service requirement 2.2.20.
2.3.18	Provide and apply appropriate business process and organizational change management templates and guidance while ensuring processes are in place for communication.	X		Yes	During the Final Analysis and Design stage the CherryRoad Organizational Change Management resources will provide templates and guidance in supporting the business process and OCM project activities.

#	Final Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.3.19	Lead business process and organizational change management activities.		X	Yes	CherryRoad recognizes the State project team will lead the business process and organizational change management activities, while CherryRoad resources will support those activities.
2.3.20	Assess effectiveness of business process and organizational change management activities.	X		Yes	During the Final Analysis and Design stage the CherryRoad team will assess the effectiveness of business process and organizational change management activities. Any identified issues or risks will be escalated to the Project Management Office in accordance with the Project Management Plan deliverable (Implementation Services Requirement 2.1.7).
2.3.21	Provide a System Security Plan detailing the methodology and approach to the implementation of system security throughout the application.	X		Yes	At the conclusion to the Final Analysis and Design stage the CherryRoad team will deliver a System Security Plan deliverable.
2.3.22	Provide recommendations for ongoing business process and organizational change management activities.	X		Yes	During the Final Analysis and Design stage, the CherryRoad team will provide recommendations for ongoing business process and organizational change management activities.
2.3.23	Provide a Communication Plan detailing the approach to communicating to the entire organization the progress for the Project.	X		Yes	During the Final Analysis and Design stage, the CherryRoad team will develop a Communications Plan deliverable detailing the approach for communicating project status, updates, messages, etc., with the entire State organization. This goes above and beyond the Communication Plan that will be completed as part of implementation service requirement 2.1.10.

#	Final Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.3.26	Implement business process and organizational change management recommendations.		X	Yes	During the Final Analysis and Design stage, the State will be responsible for confirming the updated business processes and implementing the OCM recommendations before the project team transitions into the Configuration and Development stage of the project.
2.3.27	Provide a Business Intelligence Plan detailing the approach to meeting the State reporting requirements.	X		Yes	During the Final Analysis and Design Stage, the CherryRoad team will develop a Business Intelligence plan outlining the applications, tools, methods, etc. for achieving the State's reporting requirements.
2.3.28	Provide and document the System Landscape Architecture, Technical and Business Design Plan which includes hardware specifications (e.g. make, model, CPU, memory), server configuration, system diagrams, database design, SAN storage requirements, high availability design, and Disaster Recovery infrastructure and procedures, as it relates to current State IT Governance policies and standards.	X		Yes	During the Final Analysis and Design stage, the CherryRoad team will document the System Landscape Architecture, Technical and Business Design Plan deliverable. The deliverable will provide the specifications for the Oracle Cloud applications technical architecture but will be limited to the data points that are published by Oracle. For the State managed components of the architecture, CherryRoad will require the State to provide the hardware specifications, server configurations, system diagrams, database design, SAN storage specifications, etc., as needed for the purpose of completing the deliverable.

#	Final Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.3.29	Develop procedures for data replication and disaster recovery.	X		Yes	The Oracle Cloud applications are a SaaS solution, and the data replication and disaster recovery procedures are standardized across all Oracle customers. During the Final Analysis and Design stage, the CherryRoad team will provide the State with Oracle's published documentation regarding data replication and disaster recovery in the event the Oracle data centers experience a disaster recovery event.
2.3.30	Provide a Data Conversion Strategy , including identification of the methodology and tools for the conversion of State legacy database information.	X		Yes	During the Final Analysis and Design stage the CherryRoad technical team will complete the Data Conversion Strategy deliverable outlining the scope, approach, resources, and timing of data conversions for the Oracle Cloud Applications implementation.

#	Final Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.3.31	Implement Knowledge Transfer Plan for the State Project Team throughout all Phases as well as to State support personnel in support of developing a Level 1 and Level 2 support team prior to deployment.	X		Yes	During the Final Analysis and Design stage, the CherryRoad team will deliver a Knowledge Transfer Plan for the designated State resource. CherryRoad team members will initiate implementation of the Knowledge Transfer Plan, however implementation of the plan must continue through the conclusion of the project. The effectiveness of the Knowledge Transfer Plan is equally dependent on the participation of State Project Team members and the State support personnel. If these positions are not filled or the resources in these positions do not participate in knowledge transfer in accordance with the Knowledge Transfer Plan deliverable, the Level 1 and Level 2 support team will not be adequately prepared to support the system prior to deployment.

2.4 Configuration and Development

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 4. Configuration and Development Roles and Responsibilities

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.4.1	Establish and document the Detailed Functional and Technical Specifications , including requirements documents, use cases, and logical, data flow diagrams, architecture documents and physical data models inclusive of forms, reports, interfaces, conversions, enhancements, and workflow (FRICEW).	X		Yes	CherryRoad will complete the requisite detailed functional and technical specifications for requirements, use cases and each individual CEMLI element (Configurations, Enhancements, Modifications, Localizations, and Integrations). The documentation to be completed for each element will be documented in the Project Management Plan deliverable (Implementation Services Requirement 2.1.7). Note that the terms FRICEW and RICEFW are replaced with CEMLI in Oracle Cloud terminology.
2.4.2	Perform all necessary technical design, configuration, testing, or scripting, of systems as required to provide and implement the functional and technical requirements.	X		Yes	CherryRoad will be responsible for all necessary technical design, configuration, and testing of the Oracle Cloud applications to implement the State’s design requirements as defined by the Final System Design Document completed during the Final Analysis and Design stage (Implementation Services Requirement 2.3.15)

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.4.3	Perform all necessary technical design, configuration, testing, or scripting, of temporary and permanent interfaces as required to provide and implement the functional and technical requirements.	X		Yes	CherryRoad will be responsible for all necessary technical design, configuration, and testing of temporary and permanent interfaces to implement the State's design requirements as defined by the Final System Design Document completed during the Final Analysis and Design stage (Implementation Services Requirement 2.3.15). The State will, however, will need to participate in integration testing by coordinating testing between the project team and departments and/or third-party system owners whose systems will interface with the Oracle Cloud system .
2.4.4	Develop and document custom reports (as required to provide and implement functional and technical requirements).	X		Yes	CherryRoad will be responsible for developing custom reports required to meet the State's functional and technical requirements as defined by the Final System Design Document completed during the Final Analysis and Design stage (Implementation Services Requirement 2.3.15)
2.4.5	Manage all configuration and interface development efforts using State-approved tools and methodologies adhering to defined standards and guidelines.	X		Yes	CherryRoad will manage all configuration and development efforts. By selecting the Oracle Cloud applications for the EFS, the State agrees that the native Oracle Cloud tools and capabilities will be the basis for any standards and guidelines established by the project team.
2.4.6	Provide configuration management tools.	X		Yes	The project team will use native Oracle Cloud configuration management tools for the EFS implementation.

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.4.7	Provide software development audit trail capabilities (e.g., developer ID, time).	X		Yes	The project team will use native Oracle Cloud audit trail capabilities for the EFS implementation. In addition, the CherryRoad team will provide documentation that track work products in accordance with the Project Management Plan deliverable (Implementation Services Requirement 2.1.7).
2.4.8	Coordinate and communicate with State partners, owners of external systems, and/or third-party service providers regarding interfaces.	X		Yes	CherryRoad will coordinate and communicate with State partners, owners of external systems, and/or third-party service providers regarding interfaces. In the event these stakeholders do not participate or complete their activities in a timely fashion, CherryRoad will escalate those issues to the State Project Management team and the State will intervene to ensure interface related tasks do not cause project delays.
2.4.9	Work with State partners, owners of external systems, and/or third-party service providers to collect information required to develop and document a detailed interface design and approach according to State standards.	X		Yes	CherryRoad will work with State partners, owners of external systems, and/or third-party service providers to collect information required to develop and document detailed interface design. The State will provide guidance to CherryRoad on the State standards for interface design. In the event these stakeholders do not participate in sharing information or complete their activities in a timely fashion, CherryRoad will escalate those issues to the State Project Management team and the State will intervene to ensure interface design related tasks do not cause project delays.

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.4.10	Conduct code reviews to ensure customized software and interfaces comply with coding standards to reduce defects.	X		Yes	CherryRoad will conduct code reviews of customized software and interfaces. Code reviews will be performed in accordance with the guidelines established by the Knowledge Transfer Plan deliverable.
2.4.11	Review and approve results of Offeror code reviews at the State's discretion.		X	Yes	The State will participate in the CherryRoad led code reviews of in accordance with the guidelines established by the Knowledge Transfer Plan deliverable.
2.4.12	Define and document configuration management policies and procedures consistent with industry best practices.	X		Yes	The CherryRoad team will define and document configuration management in the CEMLI Plan deliverable defining the approach for management of configurations, enhancements, modifications, localizations, and integrations.
2.4.13	Perform configuration management activities throughout the Project.	X		Yes	The CherryRoad team will perform configuration management activities throughout the project in accordance with the CEMLI Plan deliverable defining the approach for management of configurations, enhancements, modifications, localizations, and integrations.
2.4.14	Tag and maintain an inventory of hardware and maintain an inventory of software.	X		Yes	The Oracle Cloud applications are a SaaS solution and are not owned by the State or CherryRoad. CherryRoad will provide standard hardware and software information as it is made available by Oracle.
2.4.15	Label all hardware to correspond with appropriate diagrams and include description of function.	X		No	The Oracle Cloud applications are a SaaS solution and are not owned by the State or CherryRoad. CherryRoad will not be able to label Oracle owned hardware on behalf of the State.
2.4.16	Ensure software license compliance.	X		Yes	CherryRoad will ensure the State remains in compliance as Oracle Cloud application SaaS users.

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.4.17	Schedule releases (e.g. configuration changes).	X		Yes	CherryRoad will schedule all releases of CEMLI objects (Configurations, Enhancements, Modifications, Localizations, and Integrations). Where Oracle schedules a software release, CherryRoad will notify the State.
2.4.18	Manage documentation of changes to the underlying environment via use of library management version control and turnover management.	X		Yes	The Oracle Cloud applications are a SaaS solution. CherryRoad will provide the State with all documentation that is made available regarding changes to the underlying environment.
2.4.19	Review configuration management results.		X	Yes	CherryRoad will make available all configuration management results for the State's review.
2.4.20	Provide a Role-to-Position Mapping document to map the end-user roles to the positions within the organization.	X		Yes	During the Design and Configuration stage, CherryRoad will complete a Role-to-Position Mapping document. The document will be maintained throughout the remainder of the project and will be used for the final security configuration.
2.4.21	Provide a Data Conversion Plan , including identification of roles and responsibilities for Offeror and State staff, and policies and procedures to ensure controls are in place in accordance with State rules and regulations.	X		Yes	During the Design and Configuration stage, the CherryRoad team will provide a Data Conversion Plan. The State will provide resources to the effort that can provide information on the State rules and regulations for data conversion.
2.4.22	Specify Extract, Transform, and Load (ETL) tools for data conversion.	X		Yes	During the Design and Configuration stage, the CherryRoad team will specify the conversion tools that will be used for the data conversion effort in the Data Conversion Plan deliverable. As the State is responsible for completing the actual extracts.

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.4.23	Provide ETL tools.	X		Yes	CherryRoad will provide the native Oracle tools to support the data conversion effort. Those tools will be specified in the Data Conversion Plan deliverable. Because the State is taking responsibility for data extracts (Implementation Service Requirements 2.5.20 and 2.5.22), CherryRoad will look to the State to determine if CherryRoad provided ETL tools will be used or if the State will use alternate tools for its data extracts.
2.4.24	Install and configure ETL tools (EFS environments).	X		Yes	CherryRoad will ensure the native Oracle tools will be installed and configured in the Oracle Cloud application environments.
2.4.25	Assist with installation and configuration of ETL tools (legacy environments).	X		Yes	CherryRoad will assist the State to ensure any provided ETL tools can communicate with and function in the State's legacy environments.

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.4.26	Provide an Integration, Parallel, User Acceptance, Regression, Stress, and Security Test Plans that provides the detailed approach that shall be taken to fully test all components of the system including test control and approval processes, test participants, how testing will interface with the configuration management process, and test documentation expectations for the following test types: unit, integration, end-to-end, interface, user acceptance, data conversion, performance (including stress and volume), availability, disaster recovery (including failover), regression, and security.	X		Yes	During the Configuration and Development stage, the CherryRoad project management team will provide a Test Plan deliverable. The Test Plan will include the testing processes agreed to by the State and CherryRoad. The Test Plan will include the test variables for each cycle of testing including Integration and User Acceptance Testing. The test plan will also include the approach to completing unit, regression, data conversion, and security testing. Since the Oracle Cloud applications are a SaaS solution, the project team will rely on Oracle's internal periodic testing processes to address stress and volume testing. Parallel Testing is an HCM-related test and will not be included in the cycles of EFS testing.
2.4.27	Provide a Business Continuity Plan that describes the approach to perform disaster recovery activities and align with the Service-Level Agreements (SLAs) as mutually agreed upon by the State and the Offeror.	X		Yes	During the Design and Configuration stage, the CherryRoad team will provide a Business Continuity Plan that includes the standard Oracle practices for meeting the disaster recovery Service Level Agreements that are governed by the Oracle Cloud applications SaaS model contract terms.
2.4.29	Provide an End-User Training Plan .	X		Yes	During the Configuration and Development stage, the CherryRoad team will develop the End-User Training Plan deliverable.
2.4.30	Vendor must provide a-Data governance structure plan.	X		Yes	During the Configuration and Development stage, the CherryRoad team will develop a Data Governance Structure Plan. The roles, responsibilities, and expectations included in the Data Governance Plan will align with the available tools and practices for operating the Oracle Cloud applications.

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.4.31	Vendor must detail their plan/procedure for the handling of the disposal of records (electronic, paper) that contain PII data.	X		Yes	During the Configuration and Development stage, the CherryRoad team will develop a PII Data Handling Plan. The roles, responsibilities, and expectations included in the PII Data Handling Plan will align with the available tools and practices for operating the Oracle Cloud applications. The State will determine which State data elements are classified as PII.
2.4.32	Vendor must detail their plan/procedure for the handling of external requests for anything related to the State of Hawaii data	X		Yes	During the Configuration and Development Stage, the CherryRoad team will develop an External Request Plan. The roles, responsibilities, and expectations included in the External Request Plan will align with the available tools and practices for operating the Oracle Cloud applications. The State will identify the various sources where external requests will originate.
2.4.33	Vendor must provide their Data Protection, or Data Loss Prevention (DLP) plan	X		Yes	During the Design and Configuration stage, the CherryRoad team will provide a Data Protection Plan and Data Loss Prevention Plan that includes the standard Oracle practices for meeting the Data Protection and Data Loss Prevention Service Level Agreements that are governed by the Oracle Cloud applications SaaS model contract terms.

2.5 Testing and Training

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 5. Testing and Training Roles and Responsibilities

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.1	Provide automated testing tools and procedures for testing including integration, UAT, end to end, regression, performance, stress, etc.	X		Yes	During the Testing and Training stage, CherryRoad will provide test procedures and tools consistent with the testing approach defined by the Test Plan deliverable completed during the Configuration and Development stage (Implementation Services Requirement 2.4.26). Considering the Oracle Cloud applications are a SaaS solution, testing of the technical architecture including performance, volume, intrusion testing, etc., will be conducted by Oracle on a periodic basis and will not be the responsibility of the project team.
2.5.2	Document/create standards and procedures for the use of the tools that support all testing activities.	X		Yes	During the Testing and Training stage, CherryRoad will document standards and procedures for the use of tools that support all activities as defined by the Test Plan deliverable completed during the Configuration and Development stage (Implementation Services Requirement 2.4.26).
2.5.3	Install, configure, and implement the testing application software, hardware, data, desktops, etc.	X		Yes	CherryRoad will install, configure, and implement testing application software as defined by the Test Plan deliverable completed during the Configuration and Development stage (Implementation Services Requirement 2.4.26).

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.4	Create Test Scripts, Test Cases, and Test Data , and perform all appropriate testing (e.g., unit, integration, end-to-end, interface,—data conversion, performance (including stress and volume), regression, and security. Assist with user acceptance testing.	X		Yes	During the Testing and Training stage, the CherryRoad team will create the test scripts, use cases, and test data required to perform each cycle of Testing as defined by the Test Plan deliverable (Implementation Services Requirement 2.4.26). Considering the Oracle Cloud applications are a SaaS solution, testing of the technical architecture including performance, volume, intrusion testing, etc., will be conducted by Oracle on a periodic basis and it will not be the responsibility of the project team to create test scripts, test cases, and test data for that testing.
2.5.5	Assist with testing (integration and end-to-end). Provide guidance and input to Test Scripts, Test Cases, and Test Data . Perform user acceptance testing.		X	Yes	The State project team members and subject matter experts will need to participate in testing in order to gain the knowledge of the software required to support the system after implementation. State participation in testing will be a component of the Knowledge Transfer Plan (Implementation Services Requirement 2.3.31).
2.5.6	Test the capability of failover to secondary DR site.	X		Yes	Considering the Oracle Cloud applications are a SaaS solution, testing of the technical architecture, including failover to a secondary DR site, will be conducted by Oracle in accordance with the Oracle Cloud applications SaaS Service Level Agreements, and will not be the responsibility of the project team. During the Testing and Training stage, CherryRoad will provide information on the most recent Oracle DR testing.

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.7	Test the capability to move back to primary data center after deployment on secondary DR data center.	X		Yes	Considering the Oracle Cloud applications are a SaaS solution, testing of the technical architecture including moving back to the primary data center after deployment on secondary DR data center will be conducted by Oracle in accordance with the Oracle Cloud applications SaaS Service Level Agreements, and will not be the responsibility of the project team. During the Testing and Training stage CherryRoad will provide information on the most recent Oracle testing.
2.5.8	Provide the Configured Hardware Environments (testing) to test and/or demonstrate the functionality has been satisfied.	X		Yes	The CherryRoad team will configure the test environment for the purpose of conducting the test cycles in accordance with the Test Plan deliverable developed in the Configuration and Development stage (Implementation Services Requirement 2.4.26)
2.5.9	Provide Configured Hardware Environments (testing) Documentation, including specification of hardware, network, storage, utilities, licensees, and other required infrastructure.	X		Yes	Maintenance of the Configured Hardware Environments Documentation, as it relates to the technical architecture components, is the responsibility of Oracle. CherryRoad will provide the documentation made available by Oracle to the State.
2.5.10	Provide and document test results in a Documented Successful Testing Results deliverable.	X		Yes	CherryRoad will document test results for each test cycle in a manner that is consistent with the Test Plan deliverable (Implementation Services Requirement 2.4.26).
2.5.11	Validate the system for compliance with the Security Plan.	X		Yes	CherryRoad team members will validate system access is consistent with the approach defined by the System Security Plan deliverable during the Final Analysis and Design stage (Implementation Services Requirements 2.3.21).

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.12	Manage the State functional, integration, user acceptance, and regression test environments and associated test data including creation and maintenance during the testing period.	X		Yes	The CherryRoad team will be responsible for managing the test data in the test environments in a manner that is consistent with the Test Plan deliverable completed during the Configuration and Development stage (Implementation Services Requirement 2.4.26).
2.5.13	Review testing results for compliance with policies, procedures, plans, and test criteria and metrics (e.g. defect rates, progress against schedule).		X	Yes	The State project team members will be responsible for confirming test results comply with State's policies, procedures, plans, and test criteria metrics.
2.5.14	Coordinate the scheduling of user acceptance testing (e.g. gain user involvement, establish and define acceptance criteria, set high-level test objectives, establish high-level test scenarios).		X	Yes	The State project team members will be responsible for coordinating user acceptance testing.
2.5.15	Facilitate and support user acceptance test as prescribed by the State, including: establishing adequate test environment based on user acceptance criteria; preparing data to support test scenarios within modified system as well as managing the relationship with all interfaced systems necessary to conduct test; troubleshooting; supporting users to progress through scenarios; simulating interfaces or working with integrated systems to conduct end-to-end tests; supporting batch processing; exercising functionality; converting production data, and reporting results.	X		Yes	The CherryRoad team will support user acceptance testing in accordance with Implementation Services Requirement 2.5.15.
2.5.16	Conduct user acceptance testing.		X	Yes	The State project team members will be responsible for conducting user acceptance testing in accordance with the Test Plan deliverable (Implementation Services Requirements 2.4.26).

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.17	Use a Defect Tracking System (provided by the Offeror) for purposes of allowing the State to initiate, track, and report all testing defects (e.g. integration, end to end, and user acceptance testing).	X		Yes	CherryRoad will provide an issues management system for tracking testing defects. The procedures for using the issues management system will be defined by the Project Management Plan deliverable (Implementation Services Requirement 2.1.7), and, if necessary, further refined by the Test Plan deliverable (Implementation Services Requirement 2.4.26).
2.5.18	Notify Offeror in the event the State notices a discrepancy between the State's requirements and the requirements document or other Offeror Deliverables.		X	Yes	The State is responsible for the accuracy of the requirements in this RFP and for validating the implementation deliverables address the State's requirements. Any changes to requirements after the initiation of the project will be subject to the scope change control process outlined in the Project Management Plan deliverable (Implementation Services Requirement 2.1.7).
2.5.19	Correct defects found as a result of testing efforts.	X		Yes	CherryRoad will correct defects in Configuration, Enhancements, and Integrations developed and implemented by the project team. Where there are defects attributed to the delivered Oracle Cloud Applications SaaS software, CherryRoad will escalate the issue to Oracle who will be responsible for correcting the defects.
2.5.20	Create data conversion extracts from legacy/existing data files in a format specified by the Data Conversion Plan.		X	Yes	The State will be responsible for creating data conversion extracts in accordance with the data extract approach outlined in the Data Conversion Plan deliverable (Implementation Services Requirement 2.4.21), and for the data extracts to meet the requirements defined by the corresponding data conversion CEMLI technical specification.

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.21	Provide coding of automated data conversion extracts from legacy/existing data files, using techniques that are consistent with the development standards.	X		Yes	The CherryRoad team will be responsible for the transformation and loading of data conversion extracts into the Oracle Cloud applications. CherryRoad will perform the work in a manner consistent with the Data Conversion Plan deliverable (Implementation Services Requirement 2.4.21)
2.5.22	Extract legacy data for purposes of transformation and loading into new application files structures.		X	Yes	The State will be responsible for creating data conversion extracts in accordance with the data extract approach outlined in the Data Conversion Plan deliverable (Implementation Services Requirement 2.4.21), and for the data extracts to meet the requirements defined by the corresponding data conversion CEMLI technical specification.
2.5.23	Transform and load cleansed legacy data.	X		Yes	The CherryRoad team will be responsible to the transformation and loading of data conversion extracts into the Oracle Cloud applications. CherryRoad will perform the work in a manner consistent with the Data Conversion Plan deliverable (Implementation Services Requirement 2.4.21). The State is responsible for the cleansing of the legacy data.
2.5.24	Review the data and the data cleansing metrics as delineated in Data Conversion Plan, for data currently residing in State databases.		X	Yes	The State will be responsible for reviewing the data and data cleansing metrics for data that resides in the State's legacy databases. The State will follow the approach defined by the Data Conversion Plan deliverable (Implementation Services Requirement 2.4.21).

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.25	Perform data cleansing (cleansing of data that cannot be cleansed automatically).		X	Yes	The State will be responsible for performance data cleansing for all for data that resides in the State's legacy databases, which the State hopes to convert to the Oracle Cloud applications. The State will follow the approach defined by the Data Conversion Plan deliverable (Implementation Services Requirement 2.4.21). For automated data cleansing, the State must provide the logic required to automatically cleanse the data. CherryRoad will convert that logic into code and will then transform the data prior to loading the data into the Oracle Cloud applications.
2.5.26	Coordinate and execute manual data loads if required.	X		Yes	CherryRoad will coordinate and execute manual data loads if required. The State will be responsible for identifying manual data load requirements and for providing CherryRoad the data to be manually converted.
2.5.27	Provide converted legacy data for transactional testing during integration, end to end, user acceptance, etc. test events.	X		Yes	CherryRoad will convert legacy data for transactional testing as defined by the Test Plan deliverable (Implementation Services Requirement 2.4.26)
2.5.28	Perform Data Conversion from existing system(s) to the new system, by electronic or manual methods and track data conversion status and notifications.	X		Yes	CherryRoad will perform data conversion in accordance with the Data Conversion Plan deliverable (Implementation Services Requirement 2.4.21). The State will be responsible for data conversion extracts and CherryRoad will be responsible for the transformation and load of those data extracts. For each conversion, both CherryRoad and the State will meet the conversion requirements as defined by the corresponding data conversion CEMLI technical specification.

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.29	Provide tool for obfuscation of data (subject to approval by the State).	X		Yes	CherryRoad will leverage Oracle Cloud application tools for the obfuscation of data as required by the State.
2.5.30	Provide tool for automated comparison of payroll and financial accounting calculation results between legacy and new system (subject to approval by the State).	X		Yes	CherryRoad will provide a tool for the comparison of financial data in the payroll and financial account systems.
2.5.31	Provide knowledge transfer materials including dialogue scripts, for Level 1 support for the system.	X		Yes	CherryRoad will provide knowledge transfer materials in accordance with the Knowledge Transfer Plan deliverable (Implementation Services Requirement 2.3.31). If the State wishes to include dialogue scripts for Level 1 support CherryRoad will need the State to identify those business processes that will require scripts.
2.5.32	Provide Training Curriculum Document , including the course outlines and schedules for end-user training.	X		Yes	In the Testing and Training stage of the project, CherryRoad will complete the Training Curriculum Document deliverable.
2.5.33	Provide Enhanced Training Materials .	X		Yes	In the Testing and Training stage of the project, CherryRoad will deliver SCORM compliant Enhanced Training Materials using the CherryRoad Learning Management System, Learn Upon.
2.5.34	Provide Final Training Materials , including end-user documentation, standard templates and online training, to support end-user training.	X		Yes	In the Testing and Training stage, CherryRoad will provide Final Training Materials that will remain available to the State via the Learn Upon LMS through the end of the warranty period. At the end of the Warranty period the State can transfer those materials to the State's document repository.

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.35	Tailor the standard training templates to incorporate State-specific business processes.	X		Yes	In the Testing and Training stage of the project, CherryRoad will deliver SCORM compliant Enhanced Training Materials using the CherryRoad Learning Management System, Learn Upon. CherryRoad will tailor the standard training templates by incorporating State-specific business processes into the training materials.
2.5.36	Conduct Enhanced Training for the system.	X		Yes	In the Testing and Training stage of the project, CherryRoad will conduct Enhanced Training in accordance with the End User Training Plan deliverable (Implementation Services Requirement 2.4.29) and Training Curriculum Document deliverable (Implementation Services Requirement 2.5.32). End user training will include instructor led as well as online training options as agreed upon by the State and CherryRoad.
2.5.37	Participate in Enhanced Training for the system.		X	Yes	State project team members will participate in instructor led training classes to provide subject matter expertise to class attendees and to assist the CherryRoad instructors to answer questions that are raised during the training sessions.
2.5.38	Conduct End-User Training for the system.	X		Yes	In the Testing and Training stage of the project, CherryRoad will conduct Enhanced Training in accordance with the End User Training Plan deliverable (Implementation Services Requirement 2.4.29) and Training Curriculum Document deliverable (Implementation Services Requirement 2.5.32). End user training will include instructor led as well as online training options as agreed upon by the State and CherryRoad.

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.39	Support end-user training for the system		X	Yes	State project team members will support end user training, reviewing training content, providing subject matter expertise to class attendees, and assist CherryRoad instructors to answer questions that are raised during the training sessions.
2.5.40	Participate in end-user training for the system.		X	Yes	State project team members will participate in instructor led training classes to provide subject matter expertise to class attendees and assist CherryRoad instructors to answer questions that are raised during the training sessions.
2.5.41	Provide the Configured Environments (Training) to support training as defined in End-User Training Plan.	X		Yes	CherryRoad will ensure the training environment is configured in accordance with the End User Training Plan deliverable (Implementation Services Requirement 2.4.29) to support the training classes as defined by the Training Curriculum Document (Implementation Services Requirement 2.5.32).
2.4.42	Provide Configured Environments (Training) Documentation, including specification of hardware, network, storage, utilities, licenses, and other required infrastructure.	X		Yes	Maintenance of the Configured Hardware Environments Documentation, as it relates to the technical architecture components, is the responsibility of Oracle. CherryRoad will provide the documentation made available by Oracle to the State.
2.5.43	Create and maintain the State training data as required by the State.	X		Yes	CherryRoad will create and maintain State training data in accordance with the End User Training Plan deliverables (Implementation Services Requirement 2.4.29) and will make that training data available according to the Training Curriculum Document deliverable (Implementation Services Requirement 2.5.32).

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.44	Provide detailed Technical Documentation including the technical and architectural documents, diagrams, and specifications.	X		Yes	CherryRoad will provide Technical Document for those CEMLI items – Configurations, Enhancements, Modifications, Localizations, and Integrations – which CherryRoad is responsible for. For items that Oracle is responsible for, CherryRoad will provide the State any corresponding Oracle documentation.
2.5.45	Survey end-users following End-User Training for End-User training effectiveness reports.		X	Yes	The State will be responsible for conducting any post training surveys of State training attendees and for gathering the data.
2.5.47	Provide the End-User Survey and develop End-User Training Effectiveness Reports.	X		Yes	CherryRoad will develop the post training end user surveys in the CherryRoad Learning Management System and will provide reporting capabilities to deliver end-user training effectiveness reports using the CherryRoad Learning Management System.

2.6 Deployment and Go-Live Support

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 6. Deployment and Go-Live Support Roles and Responsibilities

#	Deployment and Go-Live Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.6.1	Provide initial and Final Detailed Deployment Plan .	X		Yes	During the Deployment and Go-Live Support stage, CherryRoad will provide a Final Detailed Deployment Plan deliverable that lists each of the tasks to be executed to migrate the State to the production Oracle Cloud system.
2.6.2	Provide the Configured Environments (production and disaster recovery).	X		Yes	CherryRoad will ensure the final configuration is migrated to the production environment. As a SaaS solution, Oracle will be responsible for the actual production and disaster recovery environments.
2.6.3	Provide Configured Environments (production and disaster recovery) Documentation, including specification of hardware, network, storage, utilities, licensees, and other required infrastructure.	X		Yes	Maintenance of the Configured Environments Documentation, as it relates to the technical architecture components, is the responsibility of Oracle. CherryRoad will provide the documentation made available by Oracle to the State.
2.6.4	Provide Go/No-go Documentation , including the Production Cutover Plan and the Go-Live Checklist).	X		Yes	CherryRoad will leverage the production cutover plan in the Final Detailed Deployment Plan deliverable (Implementation Services Requirement 2.6.1) to develop Go/No-Go Documentation during the Deployment and Go-Live Support stage.

#	Deployment and Go-Live Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.6.5	Conduct Go/No-go Meeting .	X		Yes	Prior to completing the production cutover, CherryRoad will conduct a Go/No-Go Meeting, using the Go/No-Go Documentation (Implementation Services Requirement 2.6.4) to present the status of the system and the project's readiness for going live.
2.6.6	Perform deployment and support activities with parties as directed by the State Project Manager.	X		Yes	During the Deployment and Go-Live Support stage, CherryRoad will perform deployment and support activities in accordance with the Final Detailed Deployment Plan deliverable (Implementation Services Requirement 2.6.1).
2.6.7	Provide System and User Documentation , including functional, technical and architectural specifications, operational documentation (e.g. batch schedule, runtime procedures).	X		Yes	During the Deployment and Go-Live Support stage, CherryRoad will deliver system and user documentation as defined by the Knowledge Transfer Plan deliverable (Implementation Services Requirement 2.3.31).
2.6.8	Provide a Production Support Plan to cover the Post Go-Live Support prior to Warranty, the Warranty Period, and the M&O Support period. The plan should include the proposed organizational structure, roles and responsibilities and estimated level of effort for the Offeror and the State.	X		Yes	Prior to the Deployment and Go-Live Support stage the State and CherryRoad will engage in discussions to plan for the Post Go-Live Support period, Warranty period, and M&O Support period. These planning sessions will culminate in the Production Support Plan deliverable to be documented and delivered during the Deployment and Go-Live stage of the project.
2.6.9	Assist with a Decommissioning and Archiving Plan for legacy data and systems.	X		Yes	CherryRoad Project Management team members will assist the State in developing a plan for the decommissioning and archiving legacy data and systems. The State will be responsible for the completion of the deliverable.

#	Deployment and Go-Live Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.6.10	Provide recommended operations and administration procedures related to the deployment.	X		Yes	Operations and administration procedures that are related to the deployment will be included as line items in the Final Detailed Deployment Plan deliverable (Implementation Services Requirement 2.6.1). CherryRoad will ensure those tasks are incorporated in the plan and assigned to the appropriate resources.
2.6.11	Approve production deployment go/no-go decisions.		X	Yes	CherryRoad will provide the Go/No-Go Documentation (Implementation Services Requirement 2.6.4) and conduct the Go/No-Go Meeting (Implementation Services Requirement 2.6.5). The State will then make the final determination if the project team is to complete the deployment by executing the remaining cutover tasks in the Final Detailed Deployment Plan (Implementation Services Requirement 2.6.1).
2.6.12	Deploy application into production.	X		Yes	Through the execution of the assigned tasks listed in the Final Detailed Deployment Plan deliverable (Implementation Services Requirement 2.6.1), CherryRoad will deploy the Oracle Cloud applications into production.
2.6.13	Track deployment status and notification.	X		Yes	The CherryRoad Project Manager will track the deployment status and will notify designated stakeholders of the project team's progress in completing the tasks listed in the Final Detailed Deployment Plan deliverable (Implementation Services Requirement 2.6.1).

#	Deployment and Go-Live Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.6.14	Escalate and resolve issues with Offeror post-production support team.		X	Yes	Immediately following Go-Live, State project team members and support staff will be assigned responsibilities for issue resolution. These State team members will collaborate with CherryRoad in the resolution of issues.
2.6.15	Provide 12 weeks of post go-live deployment support prior to final acceptance.	X		Yes	In our proposal, CherryRoad has provided a staffing plan for the 12 weeks of post Go-Live deployment support. CherryRoad staff levels for that support period will be consistent with the staffing plan in this proposal.
2.6.16	Provide Successful Deployment Documented deliverable.	X		Yes	Upon the successful completion of deployment activities, the CherryRoad Project Manager will submit a Successful Deployment Documented deliverable that records the actual results of the deployment activities. The document will be structured similarly to the Final Detailed Deployment Plan deliverable (Implementation Services Requirement 2.6.1)
2.6.17	Provide the configuration and customization documentation and readable source code and object (executable) code for the system in the configuration management system.	X		Yes	CherryRoad will provide the CEMLI documentation – Configurations, Enhancements, Modifications, Localizations, and Integrations – for those CEMLI items that CherryRoad updated and managed throughout the implementation. Changes to the system completed by Oracle will be provided to the State via the documentation that Oracle makes available its customers.

#	Deployment and Go-Live Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.6.18	Perform Phase Closeout including system tuning activities, assessment of knowledge transfer tasks, transfer Project artifacts to Project repository, lessons learned document, update design documents, and transition support to the State as appropriate.	X		Yes	The CherryRoad Project Manager will perform a Phase Closeout. The Phase Closeout will include an updated Requirements Traceability Matrix and confirmation that there are no remaining deliverables to be completed prior to the close of the project phase.
2.6.19	Develop help desk scripts (level 1 and 2 help desk).	X		Yes	CherryRoad will develop help desk scripts consistent with the strategies and agreements outlined in the Knowledge Transfer Plan deliverable (Implementation Services Requirement 2.3.31)
2.6.20	Maintain help desk scripts.		X	Yes	After delivery of the initial help desk scripts, the State will be responsible for maintaining those scripts.
2.6.21	Provide Level 1 Help Desk—simple (with coordination of user support activities including “how to” support) and user account and password administration.		X	Yes	After Go-Live, the State support staff will provide Level 1 Help Desk support through the completion of the Deployment and Go-Live Support stage
2.6.22	Provide Level 2 Help Desk	X		Yes	After Go-Live, CherryRoad project team members will provide Level 2 Help Desk support through the completion of the Deployment and Go-Live Support stage.
2.6.23	Provide Level 3 Help Desk for the system-related incidents and problems.	X		Yes	After Go-Live, CherryRoad project team members will provide Level 3 Help Desk support through the completion of the Deployment and Go-Live Support stage.
2.6.24	Assist the State in the development of support organization.	X		Yes	CherryRoad will assist the State in the development of its support organization to be consistent with the Production Support Plan deliverable (Implementation Services Requirement 2.6.8).

#	Deployment and Go-Live Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.6.25	Provide support organization to advise and assist business end-users and staff in the use of systems and State specific policies.		X	Yes	The State will develop a support organization consistent with the Production Support Plan deliverable (Implementation Services Requirement 2.6.8).
2.6.26	Respond to escalated trouble ticket items in accordance with established procedures.	X		Yes	After Go-Live, CherryRoad project team members will provide Level 2 and Level 3 Help Desk support through the completion of the Deployment and Go-Live Support stage.
2.6.27	Establish priority of trouble ticket items / service requests.		X	Yes	The State will be responsible for establishing the priority of trouble tickets and service requests.
2.6.28	Maintain "end state" system architecture documentation.	X		Yes	As the Oracle Cloud applications are a SaaS solution, maintenance of the system architecture documentation is the responsibility of Oracle. During the Deployment and Go-Live Support stage, CherryRoad will ensure the State has access to the latest Oracle documentation.
2.6.29	Provide maintenance and repair policies and procedures.	X		Yes	CherryRoad will provide system and user documentation as defined by the Knowledge Transfer Plan (Implementation Services Requirement 2.3.31) and the Production Support Plan (Implementation Services Requirement 2.6.8).
2.6.30	Provide technical and functional support to the State IT staff and other groups as directed by the State.	X		Yes	For the Deployment and Go-Live Support stage CherryRoad staff that is assigned to provide support to the State will do so as directed by the State.
2.6.31	Provide Organizational Change Management Effectiveness Assessment Report.	X		Yes	During the Deployment and Go-Live Support stage, CherryRoad Organizational Change Management resources will complete the Organizational Change Management Effectiveness Assessment report.

#	Deployment and Go-Live Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.6.32	Perform diagnostics on software and services.	X		Yes	CherryRoad will leverage available Oracle Cloud tools to analyze software performance. CherryRoad will report on these diagnostics during the Deployment and Go-Live stage.
2.6.33	Provide Final Acceptance Documented deliverable that includes a checklist of all Project closeout activities and validates that support has been provided for the duration of the Minimum Support Period (see below).	X		Yes	At the conclusion of the Deployment and Go-Live Support stage, CherryRoad will provide a Final Acceptance Documented deliverable that demonstrates all open items for the project have been completed and CherryRoad has met its post Go-Live support obligations.

Final Acceptance

Go-Live and Support will occur for a specified period of time, as detailed in the tables below and prior to Final Acceptance. The purpose is to stabilize the system after each Phase and minimize the impact of any early system issues. The Offeror Go-Live Support team will closely monitor the newly deployed system and user activity; assign appropriate resources to resolve issues; rapidly detect and escalate issues as required; and quickly resolve and communicate resolution. Four levels of priority will be assigned to issues identified during the Go-Live Support period: Critical, High, Medium and Low (see “Appendix F, Service Level Agreement Requirements,” Priority Definitions). The Offeror is responsible for application availability and usability, including reports, interfaces and development. Prior to the end of the Go-Live Support period for each implementation Project and wave, the Offeror and the State will jointly assess the status of the implementation and review the status of outstanding issues and adherence to SLAs. The purpose of the assessment will be to provide written verification in the Final Acceptance Documented Deliverable that the EFS System operates as expected after each Project and wave implementation. Final Acceptance will be granted at the end of the Go-Live Support period and when 100% of the Critical and High issues have been resolved.

2.7 Warranty Services

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 7. Warranty Roles and Responsibilities

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.7.1	Provide processes and procedures for tracking and reporting the status of all warranty services.	X		Yes	CherryRoad will establish processes for tracking and report the status of warranty related services to be implemented during the Configuration and Deployment stage.
2.7.2	Perform system fixes for problems that the Offeror was responsible for providing.	X		Yes	During the Warranty period, CherryRoad will perform system fixes for CEMLI items – Configurations, Enhancements, Modifications, Localizations, and Integrations that CherryRoad was responsible for implementing. Changes to existing requirements or the addition of new requirements that do not function properly in the system would not qualify as warranty items.
2.7.3	Perform data fixes for errors that the Offeror was responsible for, including but not limited to improperly converted files or tables.	X		Yes	During the Warranty period, CherryRoad will perform data fixes for CEMLI items – Configurations, Enhancements, Modifications, Localizations, and Integrations including conversions that CherryRoad was responsible for. Changes to existing requirements or the addition of new requirements that cause data issues would not qualify as warranty items.
2.7.4	Test the system to ensure that no regression errors are introduced.	X		Yes	Where CherryRoad does apply a warranty fix, it will perform the appropriate level of regression testing prior to the warranty fix being migrated into the production environment.

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.7.5	Approve all warranty service fixes with formal sign-off.		X	Yes	Prior to any warranty fix being migrated into the production environment, the State will be responsible for reviewing the fix and approving its migration into the production environment.
2.7.6	Update all documentation and related files/Deliverables associated with Warranty Services.	X		Yes	Following a warranty fix being migrated into production, CherryRoad will update the affected documentation.

Warranty Services are the activities associated with repairing defects that are discovered within the Warranty Period of twelve (12) months of a system component or enhancement being accepted by the State in the production environment. Warranty Services include the applicable life cycle support activities necessary to repair errors/defects to enable programs and enhancements to perform in accordance with the documented specifications and documented operational functionality.

The Offeror shall repair the configuration and customized code provided by Offeror during the Warranty Period, at no charge to the State provided that:

- I. The problem encountered occurs within twelve (12) months of the acceptance of such provided component.
- II. The root cause analysis indicates the problem is in the system not meeting requirements where the Offeror has responsibility (e.g., a problem caused by configured or customized COTS software or hardware component not meeting requirements, a defect in the configuration or code created by the Offeror, a problem with the system not meeting SLAs).

Full correction of the system defect is to be completed by the Offeror unless otherwise approved by the State, and the corrected code shall be appropriately tested to verify that no regression errors are introduced.

The Offeror shall warrant against “version locking” due to customization of the system.

Services include updating all appropriate documentation. The Offeror shall provide monthly reports showing the amount of warranty work (i.e., number of defects and hours to correct).

It is the State’s policy to try to resolve all Warranty work controversies by mutual agreement without litigation. In appropriate circumstances, informal discussions between the State and the Offeror can aid in the resolution of differences by mutual agreement and are encouraged. If such informal discussions do not resolve the controversy, individuals who have not participated substantially in the matter in controversy may be brought in to conduct discussions if this is feasible.

3.0 Minimum List of Deliverables

The following Table 8 provides a listing of key proposed Deliverables that must be provided at a minimum. The Deliverables in the list below include the formal Deliverables that are required in the Payment Schedule on Tab 7, Payment Schedule – Implementation Services in “Appendix M, Cost Workbook.” However, there may be other work products that are part of the Project artifacts that are required for Project delivery but that are not formally tied to individual payments. Strategy Deliverables are considered Contract-wide Deliverables and should cover the entire State EFS Project while Plans will be delivered multiple times throughout each Project Phase. Strategy Deliverables should be reviewed and updated during the development of Plan Deliverables. Deliverables may be leveraged from one Project Phase to another by reviewing and updating, as applicable.

The Offeror shall add to the list provided below in alignment with its proposed methodology and work plan:

Table 8. Proposed Implementation Services Deliverables

Name of Deliverable	Deliverable Group
Project Schedule	Project Planning
Project Team Training Plan	Project Planning
Project Team Training	Project Planning
Communication Strategy	Project Planning
Configured Environments (sandbox and development)	Project Planning
Project Charter	Project Planning
Project Management Plan	Project Planning
Business Process Organizational Change Management Strategy	Project Planning
Initial System Design Document	Initial Analysis and Design
Requirements Traceability Matrix	Initial Analysis and Design
Technical Architecture Strategy	Initial Analysis and Design
EFS Implementation Strategy	Initial Analysis and Design
Business Process Re-engineering Plan	Initial Analysis and Design

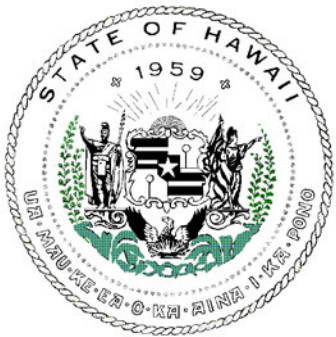
Name of Deliverable	Deliverable Group
Knowledge Transfer Strategy	Initial Analysis and Design
Business Process Organizational Change Management Plan	Initial Analysis and Design
System Landscape, Technical and Business Design Strategy	Initial Analysis and Design
Organizational Readiness Assessment	Initial Analysis and Design
End-User Training Strategy	Initial Analysis and Design
System Security Strategy	Initial Analysis and Design
Project Status Reports (including deliverable status reports, issues, risks, plan vs. actual status, etc.)	All Phases
Time & Attendance Data Collection Discovery	Initial Analysis and Design
Data Conversion Strategy	Final Analysis and Design
Final System Design Document	Final Analysis and Design
Knowledge Transfer Plans	Final Analysis and Design
Business Intelligence Plan	Final Analysis and Design
Communication Plan	Final Analysis and Design
Business Continuity Strategy	Final Analysis and Design
Detailed Functional and Technical Specifications, including requirements documents, use cases, and logical, data flow diagrams, architecture documents and physical data models inclusive of forms, reports, interfaces, conversions, enhancements, and workflow (FRICEW)	Configuration and Development
Test Plans: Integration, Parallel, User Acceptance, Regression, Stress, Security, and End-to-End	Configuration and Development
Test Scripts, Test Cases and Test Data	Configuration and Development
Data Conversion Plan	Configuration and Development

Name of Deliverable	Deliverable Group
Data Governance Structure Plan	Configuration and Development
Organizational Readiness Assessment	Configuration and Development
System Security Plan	Configuration and Development
Data Loss Prevention Plan	Configuration and Development
PII Data Handling Plan	Configuration and Development
External Requests Plan	Configuration and Development
Data Loss Prevention Plan	Configuration and Development
Role to Position Mapping	Configuration and Development
Business Continuity Plan	Configuration and Development
End-User Training Plan	Testing and Training
Training Curriculum Document	Testing and Training
Documented Successful Testing Results	Testing and Training
Enhanced Training Materials	Testing and Training
Final Training Materials	Testing and Training
Technical, System, and User Documentation (including technical and architectural specifications, etc.)	Testing and Training
End-User Training	Testing and Training
System and User Documentation	Deployment and Go-Live Support
Production Support Plan	Deployment and Go-Live Support
Go/No-go Meeting and Go/No-go Documentation	Deployment and Go-Live Support
Final Detailed Deployment Plan	Deployment and Go-Live Support
Organizational Change Management Effectiveness Assessment	Deployment and Go-Live Support

Name of Deliverable	Deliverable Group
Phase Closeout (to include System Tuning, Knowledge Transfer Assessment, Project Artifacts in Repository, Lessons Learned, Update Blueprint, Impact Assessment, and Transition Support to COE and Shared Services, M&O Services Staff)	Deployment and Go-Live Support
Successful Deployment Document (Final Migrated Data)	Deployment and Go-Live Support
Support Phase	Deployment and Go-Live Support



Insert: Appendix E Ongoing Services Requirements



**Appendix E – Ongoing Services Requirements
RFP-ERP-2020**

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1.0 Overview of Document

This document defines the roles and responsibilities of the State of Hawaii (State) and the Offeror for Ongoing Services:

- Ongoing Services:
 - Hosting Services
 - ☒ Maintenance and Operations (M&O) Services
 - Business Process Outsourcing (BPO) Services
 - Project Team Facilities

2.0 Ongoing Services

The purpose of the Ongoing Services section is to describe the tasks and Deliverables the Offeror shall provide to the State throughout the duration of the Contract and to define the expected roles and responsibilities of the State and the Offeror. The following areas are included in the Ongoing Services:

- Hosting Services or SaaS Services, as applicable
- M&O Services
- BPO Services
- Project Team Facilities

As noted in the RFP, each subsection below outlines the high-level roles and responsibilities of both the State and the Offeror. The State would like the Offeror to assume full management responsibility for the required Offeror and subcontractor personnel and associated services.

2.1 Hosting (For SaaS and Offeror-Hosted Options)

Hosting Services Requirements are applicable to SaaS and Offeror-Hosted options and include the services and activities required to provide and support centralized sandbox, development, testing, training, production, and disaster recovery (DR) environments for the State's EFS. The hosted environment includes, but is not limited to, datacenter backbone network, servers, disk storage, tape storage, monitoring tools, security tools, and systems software that support centralized EFS business applications and databases. Track server utilization so that increases and decreases in utilization are noted and appropriate remedial actions are taken, if necessary.

2.1.1 Hosting Services

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 1. Hosting Services - Roles and Responsibilities

#	Hosting Services - Roles and Responsibilities	Offeror	State	Proposed Hosting Option (SaaS, Offeror-Hosted)	Offeror Response (Y/N)	Offeror Comment
2.1.1.1	Provide a primary Tier III (or higher) data center for hosting of the EFS.	X	X	SaaS	Yes	
2.1.1.2	Provide a secondary Tier III (or higher) alternate data center for production and DR purposes.	X	X	SaaS	Yes	
2.1.1.3	Provide appropriate onsite contact personnel who have authorized access to rooms and racks for equipment for scheduled installation time, in accordance with security procedures.	X	X	SaaS	Yes	
2.1.1.4	Provide and install all necessary power distribution boxes, conduits, grounding, surge, equipment racks, and lightning protection and associated hardware.	X	X	SaaS	Yes	
2.1.1.5	Provide necessary building alterations to meet wiring and any other site requirements.	X	X	SaaS	Yes	
2.1.1.6	Ensure that the environmental conditions for chosen equipment meet the manufacturer’s requirements.	X	X	SaaS	Yes	
2.1.1.7	Provide Infrastructure as a Service (IaaS) capabilities including:					

#	Hosting Services - Roles and Responsibilities	Offeror	State	Proposed Hosting Option (SaaS, Offeror-Hosted)	Offeror Response (Y/N)	Offeror Comment
2.1.1.8	■ Providing virtualized server environments.	X		SaaS	Yes	
2.1.1.9	■ Provisioning of servers and operating systems.	X		SaaS	Yes	
2.1.1.10	■ Provisioning of storage on demand.	X		SaaS	Yes	
2.1.1.11	■ Provisioning of server, network and storage with no single point of failure.	X		SaaS	Yes	
2.1.1.12	■ Pre configured access to Internet Service Provider (ISP) and State Wide Area Network (WAN) demarcation points.	X		SaaS	No	Oracle does not configure any network connections between the State's ISP and the State WAN.
2.1.1.13	■ Capability to replicate (in real or near real time) data to the alternate datacenter (see SLAs in "Appendix F, Service Level Agreement Requirements").	X		SaaS	Yes	
2.1.1.14	■ The capability to recover the application and data at the remote DR data center with minimal manual involvement.	X		SaaS	Yes	
2.1.1.15	■ The capability to migrate an application for the DR data center back to the primary data center with minimal manual involvement.	X		SaaS	Yes	
2.1.1.16	Provide data center security and privacy to meet the State security requirements.	X		SaaS	Yes	
2.1.1.17	Provide firewall administration.	X		SaaS	Yes	Oracle provides firewall administration for the Oracle network at the Oracle hosting facility

#	Hosting Services - Roles and Responsibilities	Offeror	State	Proposed Hosting Option (SaaS, Offeror-Hosted)	Offeror Response (Y/N)	Offeror Comment
2.1.1.18	Provide data center Local Area Network (LAN) management.	X		SaaS	Yes	Oracle provides data center Local Area Network (LAN) management for the Oracle network at the Oracle hosting facility
2.1.1.19	Monitor applications and servers for availability as well as transaction and response time performance.	X		SaaS	Yes	Oracle monitors applications and servers for availability and performance for the Oracle network and applications at the Oracle hosting facility
2.1.1.20	Provide high availability redundant network circuits connecting the hosting data centers to the State's Next-Generation Network (NGN) to meet network response time and high availability SLAs (see SLAs in "Appendix F, Service Level Agreement Requirements").	X		SaaS	Yes	Oracle provides an optional FastConnect service for dedicated circuits between the State, the State's ISP, and Oracle.
2.1.1.21	Align with IT Service Management industry-accepted best-practice principles such as Information Technology Infrastructure Library (ITIL), Control Objectives for Information and related Technology (CobIT) or similar standard principles.	X		SaaS	Yes	
2.1.1.22	Coordinate with and provide support to the State's Level 1, Level 2, and Level 3 help desks for incident and service request management and provide Hosting Services support and assistance as necessary to ensure maximum EFS uptime.	X		SaaS	Yes	
2.1.1.23	Support the DR and failover strategy and annual DR testing.	X		SaaS	Yes	

#	Hosting Services - Roles and Responsibilities	Offeror	State	Proposed Hosting Option (SaaS, Offeror-Hosted)	Offeror Response (Y/N)	Offeror Comment
2.1.1.24	Adhere to the Hosting Services SLAs specified in "Appendix F, Service Level Agreement Requirements."	X		SaaS	Yes	

2.2 Maintenance and Operations Support

2.2.1 System Operations and Administration

Offerors shall respond "Yes" or "No" to each requirement in the table below. A "No" response without providing a comment may cause the Offer to be rejected.

Table 2. EFS Operations and Administration – Roles and Responsibilities

#	EFS Operations and Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.1.1	Define administrative computing systems requirements and policies (e.g. usage, monitoring agents).	X		Yes	
2.2.1.2	Develop procedures for performing systems administration that meet requirements and adhere to defined policies.	X		Yes	
2.2.1.3	Review and approve systems administration procedures.		X		
2.2.1.4	Establish, implement and maintain technical support policies and procedures that support the State's operation and support requirements.	X		Yes	

#	EFS Operations and Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.1.5	Set up and manage end-user accounts, perform access control, manage files and disk space (for in scope operating system (OS) and system software) in accordance with the State requirements.	X		Yes	Oracle will manage files and disk space. The State and the CherryRoad implementation team will setup users and define application security requirements (access control).
2.2.1.6	Install and configure OS per EFS requirements.	X		Yes	Oracle is providing a SaaS application. Oracle will provision the environments.
2.2.1.7	Perform system or component configuration changes necessary to support computing services.	X		Yes	Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.
2.2.1.8	Provide agreed EFS support services.	X		Yes	Oracle defines our support services in Appendix F
2.2.1.9	Install EFS components.	X		Yes	Oracle is providing a SaaS application. Oracle will provision the environments.

#	EFS Operations and Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.1.10	Configure EFS components.	X		Yes	Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.
2.2.1.11	Maintain and monitor EFS components.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.1.12	Register developer keys.	X		Yes	Oracle manages the transparent data encryption keys on behalf of the State.

#	EFS Operations and Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.1.13	Perform required EFS services in line with agreed procedures (e.g. system stop and start, monitoring changes, job scheduling changes, EFS component patching (support package, plug-ins), EFS upgrade (version change or enhancement pack installation, EFS copy, database copy, EFS client copy, specific backup or restore).	X		Yes	<p>Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.</p> <p>Oracle does perform job scheduling changes within the application itself.</p>
2.2.1.14	Perform required EFS services in line with agreed procedures (e.g. database upgrade or patching, EFS kernel patching).	X		Yes	<p>Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.</p>
2.2.1.15	Coordinate and perform EFS support services according to agreed procedure.	X		Yes	<p>Oracle defines our support services in Appendix F</p>

#	EFS Operations and Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.1.16	Perform any other system-oriented tasks as they may appear in regular operation and/or with new EFS releases.	X		Yes	Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.
2.2.1.17	Install and maintain EFS parameters according to best practices.	X		Yes	Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.

2.2.2 System Monitoring

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 3. System Monitoring – Roles and Responsibilities

#	System Monitoring – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.2.1	Propose monitoring policies, procedures and standards that meet EFS best practices and the State requirements including:	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.2.2	<ul style="list-style-type: none"> ■ Monitoring of buffers, database buffers, table space fragmentation, database space, unusual growth and propose solution in case of alert. 	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.

#	System Monitoring – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.2.3	<ul style="list-style-type: none"> Monitoring of system logs, update error, database corruption, jobs, and propose solution in case of alert. 	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.2.4	<ul style="list-style-type: none"> Monitoring of alert notification interface (e.g. Simple Mail Transfer Protocol (SMTP), send mail), and propose a solution in case of an alert. 	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.2.5	<ul style="list-style-type: none"> Monitoring of transaction and trace logs, network event logs and traces, garbage collector, memory and CPU utilization, indexes, etc., and propose a solution in case of an alert. 	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.

#	System Monitoring – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.2.6	<ul style="list-style-type: none"> ■ Monitoring of middleware (e.g. workflows, in- and out-bound queues) and report to the State according to agreed procedure. 	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.2.7	Monitoring of end-to-end transaction response time to allow measurements against SLAs (see “Appendix F, Service Level Agreement Requirements”).	X		Yes	Oracle monitors the response time to process the transaction within the Oracle Cloud.
2.2.2.8	Review and agree with monitoring procedures.		X	Yes	During implementation, the CherryRoad team will work with the State to review the available monitoring tools and will document intended State procedures for monitoring in the Technology Architecture Strategy deliverable
2.2.2.9	Implement agreed to monitoring policies, procedures and standards.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.

#	System Monitoring – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.2.10	Provide console monitoring, troubleshooting, repair and escalation of problems in the hosted environment.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.2.11	Monitor all EFS components as agreed in above mentioned monitoring policies, procedures and standards.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.2.12	Provide preventive measures for proactive monitoring and self-healing capabilities to limit outages that impact service delivery.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.

#	System Monitoring – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.2.13	Monitor batch and job scheduling.	X		No	Batch and job scheduling will be specific to the State and would therefore be monitored by the State rather than Oracle. In the proposed solution, monitoring batch and job scheduling falls outside of the M&O services. However, if requested by the State, CherryRoad could expand the M&O proposed solution to include monitoring of batch and job scheduling.
2.2.2.14	Proactively monitor table spaces.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.2.15	Monitor defined interfaces.	X		No	The State monitors the data input and output interfaces. Oracle would monitor that the application technology components are available. In the proposed solution, monitoring interfaces falls outside of the M&O services. However, if requested by the State, CherryRoad could expand the M&O proposed solution to include monitoring of interfaces.

#	System Monitoring – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.2.16	Monitor long running jobs or processes and shortage of available processes, and report to the State according to agree to procedures.	X		No	The state monitors all batch and job scheduling with the system. In the proposed solution, monitoring long running processes falls outside of the M&O services. However, if requested by the State, CherryRoad could expand the M&O proposed solution to include monitoring of long running processes.
2.2.2.17	Monitor, identify and report EFS problems and availability from the perspective of the end user.	X		No	During implementation, the State and CherryRoad will establish processes to identify and report problems from the end users.
2.2.2.18	Resolve or assist in resolving application problems in accordance with SLAs (see “Appendix F, Service Level Agreement Requirements”), and escalate as required.	X		Yes	Oracle defines our support services in Appendix F

2.2.3 Incident and Problem Management (Level 1 and Level 2)

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 4. Incident and Problem Management (Level 1 and Level 2) - Roles and Responsibilities

#	Incident and Problem Management (Level 1 and Level 2)- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.3.1	Propose incident and problem management policies, procedures and standards.	X		Yes	CherryRoad Managed Services has existing policies, procedures and standards on incident and problem management, and will work with the State to meet State requirements and organizations.

#	Incident and Problem Management (Level 1 and Level 2)- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.3.2	Review the State's incident and problem management policies, procedures and standards; propose changes to meet the State requirements and organization.	X		Yes	CherryRoad Managed Services has existing policies, procedures and standards on incident and problem management, and will work with the State to meet State requirements and organizations.
2.2.3.3	Adapt and implement incident and problem management procedures per the State requirements.	X		Yes	CherryRoad Managed Services has existing policies, procedures and standards on incident and problem management, and will work with the State to meet State requirements and organizations.
2.2.3.4	Establish operations and service management quality assurance and control programs.	X		Yes	CherryRoad Managed Services has existing operations and services guide and will work with the State to meet State requirements.
2.2.3.5	Approve operations and service management quality assurance and control programs.		X	Yes	
2.2.3.6	Perform quality assurance and quality control programs.	X		Yes	CherryRoad Managed Services has existing quality assurance and quality control procedures and will work with the State to meet State requirements.
2.2.3.7	Establish incident/problem classification by priority.	.	X	Yes	
2.2.3.8	Establish incident/problem workflow, escalation, communication and reporting processes that help to achieve the SLAs (see "Appendix F, Service Level Agreement Requirements").	X		Yes	CherryRoad Managed Services helpdesk ITSM software can be configured to meet State's workflow, escalation, and communication requirements, as well as monitor and meet SLA requirements.
2.2.3.9	Review and approve incident/problem classification, prioritization, workflow, communication, escalation and reporting processes.		X	Yes	

#	Incident and Problem Management (Level 1 and Level 2)- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.3.10	Manage entire incident/problem lifecycle including detection, diagnosis, State status reporting, repair and recovery.	X		Yes	CherryRoad Managed Services team, comprised of Helpdesk, Level 1 and Level 2 analysts, and Service Delivery Manager will work together to manage the entire incident/problem lifecycle.
2.2.3.11	Ensure incident resolution activities conform to defined change control procedures.	X		Yes	CherryRoad Managed Services will restore all services and coordinate with the State to confirm resolution activities conform to defined change control procedures.
2.2.3.12	Manage efficient workflow of incidents including the involvement of third-party providers (e.g. public carriers, ISP).	X		Yes	CherryRoad Managed Services will provide Incident monitoring for all active incidents and update the Incident records in helpdesk ITSM software as appropriate. All Incidents are monitored to their SLA to ensure no Incident resolution occurs outside the stated SLA windows.
2.2.3.13	Coordinate end-user support activities with the Offeror.		X	Yes	
2.2.3.14	Coordinate any EFS incident management reporting, tracking, escalation and resolution activities with the State.	X		Yes	CherryRoad Managed Services will provide Incident monitoring for all active incidents and update the Incident records in helpdesk ITSM software as appropriate. All Incidents are monitored to their SLA to ensure no Incident resolution occurs outside the stated SLA windows. A Service Delivery Manager will be available as the key contact and will coordinate the reporting, tracking, escalation, and resolution activities with the State.
2.2.3.15	Provide the State with access and input capabilities to Offeror's incident and problem management tracking system to allow for incident and related problem monitoring and ad hoc reporting.	X		Yes	CherryRoad Managed Services helpdesk ITSM software will be made available to the State with access and input capabilities.

#	Incident and Problem Management (Level 1 and Level 2)- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.3.16	Coordinate and take ownership of EFS related problem resolution with the State and third-parties.	X		Yes	A Service Delivery Manager from CherryRoad Managed Services will be available to coordinate and take ownership of EFS related problem resolution with the State and third-parties.
2.2.3.17	Perform Root Cause Analysis (RCA) of incidents, document findings and take corrective actions for in scope services. Resolve problem and/or substantiate that all reasonable actions have been taken to prevent future reoccurrence.	X		Yes	CherryRoad will document resolution root cause analysis to ensure permanent fix is in place or preventive measures are taken to avoid future reoccurrence. The report documents the incident occurrence and related parameters – date, tickets, start, end, duration, etc. – as well as associated communications and Root Cause Analysis (RCA) findings.
2.2.3.18	Periodically review the status of open incidents and related problems and the progress being made in addressing problems.		X	Yes	
2.2.3.19	Conduct incident and problem management review sessions and provide listing and status of same categorized by problem impact.	X		Yes	The RCA often results in problem management activities in the form of action items necessary to mitigate a future occurrence of the same type of incident. If necessary, additional helpdesk ITSM incidents will be opened to track any action items that require future changes. Recurring or similar incidents can be linked together to the same problem ticket number.
2.2.3.20	Participate in incident and problem management review sessions and provide listing and status of same categorized by problem impact.		X	Yes	

#	Incident and Problem Management (Level 1 and Level 2)- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.3.21	Identify and recommend possible enhancement opportunities for improved operational performance and potential cost impact.	X		Yes	In an effort to facilitate continuous improvement in the incident resolution and reporting process, a listing of activities that worked well, as well as activities that could have been done better or differently, will be documented in the incident and RCA report.
2.2.3.22	Authorize closure of the State initiated Critical and High priority incidents.		X	Yes	
2.2.3.23	Approve minor enhancement projects to implement operational improvements.		X	Yes	Oracle will release enhancements with periodic updates and the State can elect to implement the enhancement or to not implement the enhancement at that time.
2.2.3.24	Super User Support				
2.2.3.25	Answer end-user "how-to" questions (i.e. the most basic type of questions).		X	Yes	
2.2.3.26	Deliver end-user refresher training.		X	Yes	
2.2.3.27	Log incidents with the help desk or directly into the incident and problem management system (e.g. self service).		X	Yes	
2.2.3.28	Capture and log enhancement requests.		X	Yes	
2.2.3.29	Escalate to Level 1 help desk or EFS Support Center.		X	Yes	
2.2.3.30	Help Desk (Level 1)				
2.2.3.31	Perform password and end-user id resets.		X	Yes	
2.2.3.32	Troubleshoot, manage, track and report problems end users experience with desktop applications, hardware, and software.		X	Yes	

#	Incident and Problem Management (Level 1 and Level 2)- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.3.33	Troubleshoot, manage, track and report problems end users experience specific to the operational environment.		X	Yes	
2.2.3.34	Troubleshoot, manage, track and report problems end users experience with EFS.		X	Yes	
2.2.3.35	Perform initial triage in order to troubleshoot, manage, track and report problems end users experience with EFS.		X	Yes	
2.2.3.36	Escalate to Level 2 support to manage, track and report problems end users experience with EFS.		X	Yes	
2.2.3.37	Provide ongoing communication to end user as to the status of issue and resolution (i.e. should also be available as self service).		X	Yes	
2.2.3.38	Perform problem escalation, review and reporting.		X	Yes	
2.2.3.39	Maintain Level 1 problem escalation procedures.		X	Yes	
2.2.3.40	Maintain Level 2 application support escalation procedures.	X		Yes	CherryRoad Managed Services helpdesk and Service Delivery Manager will be responsible for maintaining Level 2 application support escalation procedures and provide continuous communication to the State.

2.2.4 ERP System Problem Management Services (Level 2 and Level 3)

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 5. ERP System Problem Management (Level 2 and Level 3) – Roles and Responsibilities

#	ERP System Problem Management (Level 2 and Level 3) – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.4.1	Initiate problem resolution priority and assign resources.	X		Yes	CherryRoad Managed Services helpdesk and Service Delivery Manager will be responsible for initiating problem resolution priority and assigning resources.
2.2.4.2	Analyze EFS problems.	X		Yes	CherryRoad Managed Services Level 2 and Level 3 Oracle Cloud analysts will be responsible for analyzing and providing solutions to the EFS problems.
2.2.4.3	Provide ongoing updates on problem resolution status.	X		Yes	CherryRoad Managed Services helpdesk, Oracle Cloud analysts and Service Deliver Manager will work together collectively to provide ongoing updates on problem resolution status on the helpdesk ITSM software portal.
2.2.4.4	Coordinate Level 2/3 application problem management for the EFS.	X		Yes	CherryRoad Managed Services Service Deliver Manager will be responsible for coordinating Level 2/3 application problem management for the EFS.
2.2.4.5	Track and report incidents and problems.	X		Yes	CherryRoad Managed Services helpdesk, Oracle Cloud analysts and Service Deliver Manager will work together collectively to Track and report incidents and problems using the helpdesk ITSM software.

#	ERP System Problem Management (Level 2 and Level 3) – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.4.6	Troubleshoot, manage, track and report operational problems with disk sub-systems, operating system, network, etc.	X		Yes	When necessary, CherryRoad Managed Services will work with Oracle or the State IT department to troubleshoot, manage, track, and report operational problems with disk sub-systems, operating system, network, etc. CherryRoad will open and manage Oracle SRs for issues that are related to Oracle Cloud Infrastructure.
2.2.4.7	Troubleshoot, manage, track and report operational problems that are result of database and application issues.	X		Yes	When necessary, CherryRoad Managed Services will work with Oracle to troubleshoot, manage, track, and report operational problems that are result of database and application issues. CherryRoad will open and manage Oracle SRs for issues that are related to Oracle application and database.
2.2.4.8	Troubleshoot, manage, track, and report desktop application installation issues.	X		Yes	When necessary, CherryRoad Managed Services will work the State IT department to troubleshoot, manage, track and report desktop application installation issues.
2.2.4.9	Escalate problems as necessary according to incident and service management procedures.	X		Yes	CherryRoad Service Deliver Manage will be responsible for escalating problems, as necessary.
2.2.4.10	Coordinate with and provide support to the State's help desk for incident and service request management.	X		Yes	CherryRoad Service Deliver Manage will be responsible for coordinating with and provide support to the State's help desk for incident and service request management.
2.2.4.11	Provide Level 2 technical support and assistance as necessary to ensure maximum EFS uptime.	X		Yes	CherryRoad Service Deliver Manage, working collaboratively with Level 2 technical staff, will be responsible for ensuring maximum EFS uptime.

#	ERP System Problem Management (Level 2 and Level 3) – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.4.12	Establish, staff and operate a Level 3 EFS support help desk responsible for: <ul style="list-style-type: none"> ■ Receive and log incidents received from Level 1 and Level 2 help desks. ■ Categorize and log IT inquiries/problems/requests. ■ Determine inquiry/problem request/resolution requirements. ■ Resolve inquiry/problem according to SLAs. ■ Escalate to EFS software vendor(s), if necessary). ■ Identify problem characteristics and, if possible, root cause. ■ Notify the State Level 1 and Level 2 help desk, as required. ■ Monitor problems until problem is resolved. ■ Provide ongoing communication and reporting on the status of problems. ■ Communicate resolution status and provide closure notification. ■ Perform trend analysis of incidents and problems and report findings on a monthly basis. 	X		Yes	CherryRoad Service Deliver Manager, working collaboratively with Level 3 support staff, will be responsible for these listed tasks.

2.2.5 Root Cause Analysis

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 6. Root Cause Analysis – Roles and Responsibilities

#	Root Cause Analysis – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.5.1	Provide RCA policies, procedures and standards.	X		Yes	
2.2.5.2	Develop procedures for performing RCA that meet requirements and adhere to defined policies.	X		Yes	Oracle Cloud may provide two different Root Cause Analysis (RCA) reports to the affected customers for qualifying events: the RCA and the Detailed RCA. The RCA is typically created soon after the event is closed and contains information on the event findings and timeline. The Detailed RCA is typically created days after the event and Oracle has performed a thorough technical investigation. The Detailed RCA contains greater detail including corrective and preventative actions.
2.2.5.3	Approve RCA procedures.		X	No	Oracle will follow Oracle standard RCA procedures included in the SaaS contract. The State would not have the opportunity to modify and approve those procedures.
2.2.5.4	Conduct proactive trend analysis to identify recurring problems.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.

#	Root Cause Analysis – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.5.5	Track and report recurring problems or failures and provide associated consequences of problems, including business impact to the State.	X		Yes	<p>Oracle Cloud may provide two different Root Cause Analysis (RCA) reports to the affected customers for qualifying events: the RCA and the Detailed RCA.</p> <p>The RCA is typically created soon after the event is closed and contains information on the event findings and timeline. The Detailed RCA is typically created days after the event and Oracle has performed a thorough technical investigation. The Detailed RCA contains greater detail including corrective and preventative actions.</p>
2.2.5.6	Recommend solutions to address recurring problems or failures.	X		Yes	<p>Oracle Cloud may provide two different Root Cause Analysis (RCA) reports to the affected customers for qualifying events: the RCA and the Detailed RCA.</p> <p>The RCA is typically created soon after the event is closed and contains information on the event findings and timeline. The Detailed RCA is typically created days after the event and Oracle has performed a thorough technical investigation. The Detailed RCA contains greater detail including corrective and preventative actions.</p>
2.2.5.7	Approve solutions to address recurring problems or failures.		X	No	As a SaaS solution, Oracle will make the final determination on how to address problems or failures. The State would not have the opportunity to approve prior to implementation by Oracle.

#	Root Cause Analysis – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.5.8	Identify root cause of the State defined Critical and High Priority Incidents and recommend appropriate resolution action.	X		Yes	<p>Oracle Cloud may provide two different Root Cause Analysis (RCA) reports to the affected customers for qualifying events: the RCA and the Detailed RCA.</p> <p>The RCA is typically created soon after the event is closed and contains information on the event findings and timeline. The Detailed RCA is typically created days after the event and Oracle has performed a thorough technical investigation. The Detailed RCA contains greater detail including corrective and preventative actions.</p>
2.2.5.9	Approve solutions to address Critical and High Priority Incidents.		X	No	Oracle will make the final determination on the implementation of solution to address Critical and High priority incidents.
2.2.5.10	Provide status reports detailing the RCA and the procedure for correcting recurring problems of Critical and High Incidents until closure, as defined by the State.	X		Yes	<p>Ongoing issues are tracked in the Service Request that is opened by the State.</p> <p>Oracle Cloud may provide two different Root Cause Analysis (RCA) reports to the affected customers for qualifying events: the RCA and the Detailed RCA.</p> <p>The RCA is typically created soon after the event is closed and contains information on the event findings and timeline. The Detailed RCA is typically created days after the event and Oracle has performed a thorough technical investigation. The Detailed RCA contains greater detail including corrective and preventative actions.</p>

2.2.6 User Account Management

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 7. User Account Management – Roles and Responsibilities

#	User Account Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.6.1	Manage and perform EFS User Account (UA) maintenance, including: <ul style="list-style-type: none"> ■ New UAs ■ UA refresh ■ UA copy (e.g. complete UA copy) ■ Cross-instance UA copy ■ UA deletion 	X		Yes	As part of the M&O services, CherryRoad Oracle Cloud analysts will be responsible for performing these tasks as required by the State. Initial EFS User Account setup will be completed by the project team. Ongoing maintenance of User Accounts will be documented in the Production Support Plan deliverable to be included during implementation.
2.2.6.2	Approve EFS UA maintenance.		X	Yes	
2.2.6.3	Perform setup and monitoring of security and authorization configuration.	X			As part of the M&O services, CherryRoad Oracle Cloud analysts will be responsible for performing these tasks as required by the State. Initial EFS User Account setup will be completed by the project team. Ongoing maintenance of User Accounts will be documented in the Production Support Plan deliverable to be included during implementation.
2.2.6.4	Define access privileges.	X		Yes	During implementation, CherryRoad will define the access privileges in the System Security Plan deliverable. Changes in access privileges will be maintained in accordance with configuration management standards to be followed by the M&O team.

#	User Account Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.6.5	Assign new UAs.	X		Yes	As part of the M&O services, CherryRoad Oracle Cloud analysts will be responsible for performing these tasks as required by the State. If the State wishes for CherryRoad to be responsible for the assignment of new User Accounts, it will be documented in the Production Support Plan deliverable to be included during Implementation.
2.2.6.6	Define procedure to provide access keys, VPN, etc.	X		Yes	During implementation, CherryRoad will define the procedure for providing system access as part of the Production Support Plan deliverable.

2.2.7 Security Administration

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 8. Security Administration - Roles and Responsibilities

#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.1	Define EFS security requirements, standards, procedures and policies including regulatory requirements.		X	Yes	
2.2.7.2	Assist in developing security standards, policies, and procedures including, but not limited to integration of industry best practices.	X		Yes	EFS security standards will be defined during implementation as part of the System Security Plan deliverable.
2.2.7.3	Conduct risk assessment to identify control or security gaps.	X		Yes	During implementation, the project team will assess and identify control or security gaps in the system security design.

#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.4	Provide security plan and infrastructure based on security requirements, standards, procedures, policies, incorporating federal, State, and local requirements and risks.	X		Yes	<p>Oracle Cloud Infrastructure (OCI) implements multiple levels of security checks, testing, threat and risk assessments, vulnerability scanning and penetration testing to assess system controls. Audit and compliance checks are also conducted to identify changes to the "known-good" posture and take corrective and/or improvement actions as needed. OCI's operations team regularly tests security requirements with code scanning, vulnerability scanning, and penetration tools and methods to identify new or existing vulnerabilities not previously detected. Any findings or issues are formally assessed, prioritized, and tracked to remediation.</p> <p>This process is ongoing throughout the system lifecycle. Oracle Cloud Infrastructure's quality assurance process includes security specific test plans for every cloud release (major, minor, patch). These test plans include the review of data visibility, access control, password control, administrative privileges, end-user role privileges, and data access rules. In addition, cross-customer data security (visibility) is also tested. Security specific testing focuses on correct operation and application processing in accordance with Oracle Cloud Infrastructure design and specifications.</p>
2.2.7.5	Review and approve security plans.		X	Yes	During implementation the State will have an opportunity to approve both the System Security Strategy and System Security Plan deliverables.

2.2.7.6	Implement physical and logical security plans consistent with the State security policies and industry standards.	X		Yes	<p>Oracle Cloud data centers are designed to help protect the security and availability of customer data. This approach begins with Oracle’s site selection process. Candidate build sites and provider locations undergo an extensive risk evaluation by Oracle that considers environmental threats, power availability and stability, vendor reputation and history, neighboring facility functions (for example, high-risk manufacturing or high-threat targets), and geopolitical considerations among other criteria.</p> <p>The Logical Access Controls Policy describes logical access control requirements for all Oracle systems, including authentication, authorization, access approval, provisioning and revocation for employees and any other Oracle-defined users with access to Oracle systems which are not internet-facing, publicly accessible systems. The Logical Access Controls Policy sets forth the requirements for information owners to define, document, and enforce logical access controls for the information systems for which they have responsibility, and which process is confidential – Oracle internal, restricted and highly restricted information, including information held on behalf of customers, partners and other third parties.</p> <p>OCI policies and procedures have established security controls in support of multifactor authentication (MFA). Two factors work together, requiring an extra layer of security to verify the user’s identity and complete the sign-in process.</p>
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#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.7	Establish access profiles and policies for adding, changing, enabling/disabling, and deleting logon access of State employees, agents and subcontractors.		X	Yes	
2.2.7.8	Perform logon/security-level access changes at the OS and system software level as detailed in profiles and policies.	X		Yes	Access to management functions is performed through the use of a bastion server. Access is managed through a centralized program with multiple approvals based on role and function. VPN and two-factor authentication are used to access the bastion server. The bastion server has limited tools installed and the support personnel cannot add additional tools. Access and activity on the bastion server are logged and monitored, per Oracle policy.
2.2.7.9	Report security violations to the State per approved policies.	X		Yes	<p>The Oracle Data Processing Agreement describes Oracle's obligations in the event of a personal information breach. Individual tenant service agreements may describe additional responsibilities during a security incident.</p> <p>https://www.oracle.com/a/ocom/docs/corporate/data-processing-agreement062619.pdf</p> <p>The OCI SOC 2 Report (available under NDA), Complementary User Entity Controls, further describe the customer's responsibility with regard to any unauthorized use of, and other suspected breach of security related to their applications and workloads.</p>
2.2.7.10	Resolve security violations internal to the State.		X	Yes	

2.2.7.11	Review all security patches relevant to the environment and classify the need and speed in which the security patches should be installed as defined by the State security policies.	X		Yes	<p>In order to provide the best security posture to all Oracle customers, Oracle fixes significant security vulnerabilities based on the likely risk they pose to customers. As a result, the issues with the most severe risks are fixed first. Fixes for security vulnerabilities are produced in the following order:</p> <ul style="list-style-type: none"> * Main code line first; that is, the code line being developed for the next major release of the product. For each supported version that is vulnerable. * Fix in the next patch set if another patch set is planned for that supported version. <p>The Critical Patch Update (CPU) is the primary mechanism for the backport of all security bug fixes for all Oracle product distribution. Critical Patch Updates are released quarterly on the Tuesday closest to the 17th of the month in January, April, July, and October. In addition, Oracle retains the ability to issue out-of-schedule patches or workaround instructions in case of particularly critical vulnerabilities and/or when active exploits are reported in the wild. This program is known as the Security Alert program.</p> <p>For cloud services, the Oracle Cloud operations and security teams regularly evaluate Oracle's Critical Patch Updates and Security Alert fixes as well as relevant third-party fixes as they become available and apply the relevant patches in accordance with applicable change management processes.</p>
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#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.12	Install security patches.	X		Yes	Patches are continuously applied.
2.2.7.13	Perform periodic security audits.		X	Yes	
2.2.7.13A	Perform on-demand and unannounced penetration testing.		X	No	Oracle is responsible for coordinating penetration testing. The State will not have the authority to perform on-demand and unannounced penetration testing.
2.2.7.14	Provide documentation of the performance by an experienced third-party consultancy of external penetration tests on, at least, a quarterly basis, and internal network security audits at least annually. The audits should be against International Organization for Standardization (ISO) 27001/2 and in compliance with Statement on Standards for Attestation Engagements (SSAE16).	X		Yes	OCI operates under policies, which are generally aligned with the ISO/IEC 27002 Code of Practice for information security controls. The internal controls of Oracle Cloud Infrastructure are subject to periodic testing by independent third-party audit organizations. Such audits may be based on the Statement on Standards for Attestation Engagements (SSAE) 18, Reporting on Controls at a Service Organization ("SSAE 18"), the International Standard on Assurance Engagements (ISAE) No. 3402, Assurance Reports on Controls at a Service Organization ("ISAE 3402"), the International Standard on Assurance Engagements (ISAE) No. 3000, Assurance Engagements Other than Audits or Reviews of Historical Financial Information ("ISAE 3000"), or other third-party auditing standards or procedures applicable to the specific Oracle Cloud Infrastructure.
2.2.7.15	Provide documented requirements (e.g. design and audit procedures) for network security to ensure that other customers will not compromise its shared-service infrastructure.	X		Yes	OCI provides multiple resources to customer to enable them to create a layered security approach to their tenancy. Please see: https://docs.cloud.oracle.com/enus/iaas/Content/Security/Reference/configuration_security.htm

#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.16	Maintain all documentation required for security audits, internal controls and control testing.	X			Oracle will maintain standard security and compliance documentations in accordance with the standard Oracle SLAs.

2.2.7.17	Place and support systems with particularly sensitive data in controlled access areas. Only end users with authorized access permission will be allowed to enter these areas.	X		Yes	<p>Access to OCI systems is controlled by restricting access to authorized personnel. Users with access to the customer environment are reviewed on no less than a quarterly basis and all access is logged and audited.</p> <p>Oracle has implemented the following protocols:</p> <ul style="list-style-type: none"> ○ Physical access to facilities is limited to Oracle employees, contractors, and authorized visitors. ○ Oracle employees, subcontractors, and authorized visitors are issued identification cards that must be worn while on Oracle premises. ○ Visitors are required to sign a visitor's register, be escorted and/or observed when they are on Oracle premises, and/or be bound by the terms of a confidentiality agreement with Oracle. ○ Security monitors the possession of keys/access cards and the ability to access facilities. Staff leaving Oracle's employment must return keys/cards and key/cards are deactivated upon termination. ○ Security authorizes all repairs and modifications to the physical security barriers or entry controls at service locations. ○ Oracle use a mixture of 24/7 onsite security officers or patrol officers, depending on the risk/protection level of the facility. In all cases officers are responsible for patrols, alarm response, and recording of security incidents.
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#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
					Oracle has implemented centrally managed electronic access control systems with integrated intruder alarm capability. The access logs are kept for a minimum of six months.
2.2.7.18	Assist with third-party security audits.	X		Yes	<p>Audit reports about Oracle Cloud Services are periodically published by Oracle's third-party auditors. Reports may not be available for all services or all audit types or at all times. Customer may request access to available audit reports for a particular Oracle Cloud service via Sales.</p> <p>The State will remain solely responsible for its regulatory compliance in its use of any Oracle Cloud services. Customer must make Oracle aware of any requirements that result from its regulatory obligations prior to contract signing.</p>
2.2.7.19	Perform prompt removal of end users when access is no longer required.	X		Yes	As requested, CherryRoad will incorporate these activities into the M&O services.
2.2.7.20	Review of the end user access list at least every 90 days to ensure terminated staff accounts or unused end user accounts have been removed from the EFS.		X	Yes	

#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.21	Provide a documented policy for "hardening" the underlying virtualized infrastructure that its services run on.	X		Yes	Access to management functions is performed through the use of a bastion server. Access is managed through a centralized program with multiple approvals based on role and function. VPN and two-factor authentication are used to access the bastion server. The bastion server has limited tools installed and the support personnel cannot add additional tools. Access and activity on the bastion server are logged and monitored, per Oracle policy.
2.2.7.22	Provide validated and documented procedures for configuration management, patch installation and malware prevention for all servers and PCs involved in service delivery.	X		Yes	Oracle deploys anti-virus/malware software on systems used by OCI services, however, customers are responsible for implementing anti-malware solutions in their own environment.
2.2.7.23	Provide documented set of controls to ensure the separation of data and security information among customer applications.	X		Yes	
2.2.7.24	Provide review of the security of applications and any supporting code (e.g. AJAX, ActiveX controls, Java applets) used.	X		Yes	ActiveX and Java Applets are not used.
2.2.7.25	Provide content monitoring and filtering, or data loss prevention inappropriate for data flows.	X		Yes	Oracle Cloud Hosting and Delivery Policies describe the Oracle Cloud Service Continuity Policy, Oracle Cloud Services High Availability Strategy, Oracle Cloud Services Backup Strategy, and Oracle Cloud Service Level Agreement. Service-specific Pillar documents provide additional information about specific cloud services: https://www.oracle.com/corporate/contracts/cloud-services/hosting-deliverypolicies.html

#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.26	Provide adequate protection of data that is covered by regulatory or other compliance requirements.	X		Yes	Oracle employees are required to maintain the confidentiality of customer data. Employees must sign a confidentiality agreement and comply with company policies concerning protection of confidential information as part of their initial terms of employment. Oracle obtains a written confidentiality agreement from each subcontractor before that subcontractor provides services.
2.2.7.27	Provide documented procedures to perform background checks on personnel with administrative or other privileged access to servers, applications or customer data.	X		Yes	In the United States, Oracle uses an external screening agency to perform preemployment background investigations for newly hired U.S. personnel. Personnel screening in other countries varies according to local laws, employment regulations, and local Oracle policy.

#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.28	Provide documented procedures for superuser privilege management and database activity monitoring controls or the equivalent to detect inappropriate behavior by personnel with administrative access.	X		Yes	<p>Oracle evaluates and responds to events that create suspicion of unauthorized access to or handling of customer data, whether the data is held on Oracle hardware assets or on the personal hardware assets of Oracle employees and contingent workers. Oracle's Information Security Incident Reporting and Response Policy defines requirements for reporting and responding to incidents. This policy authorizes Oracle Global Information Security (GIS) organization to serve as the primary contact for security incident response, as well as to provide overall direction for incident prevention, identification, investigation, and resolution.</p> <p>Oracle logs certain security-related activities on operating systems, applications, databases, and network devices. Systems are configured to log access to Oracle programs, as well as system alerts, console messages, and system errors. Oracle implements controls designed to protect against operational problems, including log file media becoming exhausted, failing to record events, and/or logs being overwritten.</p>
2.2.7.29	Provide documented process for evaluating security alerts from the OS and application vendors, shielding systems from attack until patched, and installing security patches and service packs.	X		Yes	<p>For cloud services, the Oracle Cloud operations and security teams regularly evaluate Oracle's Critical Patch Updates and Security Alert fixes as well as relevant third-party fixes as they become available and apply the relevant patches in accordance with applicable change management processes.</p>

#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.30	Provide and execute documented procedures for security monitoring and log management functions, and use write-once technology or other secure approaches for storing audit trails and security logs.	X		Yes	Oracle logs certain security-related activities on operating systems, applications, databases, and network devices. Systems are configured to log access to Oracle programs, as well as system alerts, console messages, and system errors. Oracle implements controls designed to protect against operational problems, including log file media becoming exhausted, failing to record events, and/or logs being overwritten.
2.2.7.31	Provide documented established procedures for vulnerability management, intrusion prevention, incident response, incident escalation, and investigation.	X		Yes	Oracle employs intrusion-detection systems within the Oracle intranet to provide continuous surveillance for intercepting and responding to security events as they are identified. Oracle utilizes a network-based monitoring approach to detect attacks on open firewall ports within Oracle's intranet. Events are analyzed using signature detection, which is a pattern matching of environment settings and user activities against a database of known attacks. Oracle updates the signature database as soon as new releases become available for commercial distribution. Alerts are forwarded to Oracle's IT security for review and response to potential threats. For more information, see https://www.oracle.com/corporate/security-practices/corporate/network-communications-security.html

#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.32	Demonstrate that the security staff average more than four years of experience in information and network security.	X		Yes	<p>Oracle does not publicly disclose the average tenure of Oracle employees.</p> <p>Oracle hires the best Cloud engineers from major universities and other Cloud providers. The following Cloud Security Architecture whitepaper describes the Cloud that the State of Hawaii applications will be deployed. The architecture was designed by experienced Cloud personnel: https://www.oracle.com/a/ocom/docs/oracle-cloud-infrastructure-security-architecture.pdf</p>
2.2.7.33	Demonstrate that more than 75% of the Offeror's security staff has security industry certification (e.g. Certified Information Systems Security Professional, Global Information Assurance Certification, or equivalent).	X		Yes	<p>Oracle does not publicly disclose the certifications of our employees.</p> <p>Oracle hires the best Cloud engineers from major universities and other Cloud providers and employees do have security industry certifications and sit on boards of major industry boards (as discussed in Appendix C, Solution Architecture, Question id #89).</p> <p>The following Cloud Security Architecture whitepaper describes the Cloud that the State of Hawaii applications will be deployed. The architecture was designed by experienced Cloud personnel as a result of industry knowledge and experience: https://www.oracle.com/a/ocom/docs/oracle-cloud-infrastructure-security-architecture.pdf</p>

#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.34	Demonstrate that staff has vendor certification for the specific firewall equipment they will manage.	X		Yes	Oracle maintains certifications on web scale skills via internal Human Capital Management certification tracking processes.
2.2.7.35	Provide documented identity management and help desk procedures for authenticating callers before resetting access controls, establishing and/or deleting accounts.	X		Yes	These requirements will be developed during implementation as part of the system security plan deliverable. Procedures will be documented in the Production Support Plan deliverable.

2.2.8 Storage Management

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 9. Storage Management – Roles and Responsibilities

#	Storage Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.8.1	Recommend techniques and procedures to ensure disk storage resources are utilized in an efficient and cost-effective manner, as well as meeting business requirements.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.

#	Storage Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.8.2	Maintain and improve storage resource efficiency and space requirements.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.8.3	Regularly review backup and recovery procedures to demonstrate recoverability. Verify that actual practices are in concert with State business requirements and procedures and report the results.	X		Yes	<p>Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.</p> <p>Disaster Recovery (DR) services for Oracle SaaS Public Cloud Services are intended to provide service restoration capability in the event of a major disaster, as declared by Oracle. Oracle will determine whether an event constitutes a disaster requiring the execution of the DR plan for the affected Oracle SaaS Public Cloud Service.</p>

#	Storage Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.8.4	Provide data storage and data management services (e.g. RAID array, SAN, NAS, tape, optical).	X		Yes	Oracle deploys the Oracle Cloud Services on resilient computing infrastructure designed to maintain service availability and continuity in the case of an incident affecting the services. Data centers retained by Oracle to host Oracle Cloud Services have component and power redundancy with backup generators in place, and Oracle may incorporate redundancy in one or more layers, including network infrastructure, program servers, database servers, and/or storage.
2.2.8.5	Provide data backup and restoration services in accordance with State-established policies.	X		Yes	Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.

#	Storage Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.8.6	Secure backup media in independently certified, U.L. Class II media storage vaults that meet the design and construction requirements of National Fire Protection Association (NFPA)232, Standard for the Protection of Records.	X		No	Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made. Oracle typically does not update, insert, delete or restore a Customer's data on the Customer's behalf. However, on an exception basis and subject to written approval, Oracle may assist the State to restore data which the State may have lost as a result of the State's own actions. For Oracle Cloud Services which enable the State to configure backups in accordance with the State's own policies, the State is responsible for performing backups and restores of the State's data, non-Oracle software, and any Oracle software that is not provided by Oracle as part of these services. Additionally, the State is encouraged to develop a business continuity plan to ensure continuity of the State's own operations in the event of a disaster.

#	Storage Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.8.7	Perform periodic incremental and full tape backups/exchange backup tapes with storage at an off-site facility.	X		Yes	Oracle has identified certain critical internal infrastructure systems that are backed up and can be restored. For these systems, Oracle performs the following backups as applicable: Database: Full and incremental backups are created on physical and/or electronic media. Archive Logs: Full and incremental backups are created on physical and/or electronic media
2.2.8.8	Provide input processing activities (e.g. loading third-party media, receipt, and/or transmission of batch files).	X		Yes	Oracle provides API's to import and export data.
2.2.8.9	Maintain a tape library management system and transport tapes to the production area as needed.	X		Yes	
2.2.8.10	Maintain data set placement and manage data catalogs.	X		Yes	
2.2.8.11	Manage file transfers and other data movement activities.	X		Yes	CherryRoad can perform file transfers and other data movement activities as assigned by the State as part of the M&O support services.
2.2.8.12	Manage input media availability to meet processing service levels.	X		Yes	Oracle deploys the Oracle Cloud Services on resilient computing infrastructure designed to maintain service availability and continuity in the case of an incident affecting the services. Data centers retained by Oracle to host Oracle Cloud Services have component and power redundancy with backup generators in place, and Oracle may incorporate redundancy in one or more layers, including network infrastructure, program servers, database servers, and/or storage.

#	Storage Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.8.13	Manage the media inventory to ensure that adequate media resources are available.	X		Yes	
2.2.8.14	Acquire and manage consumables (e.g. tape, disks) in support of the State's backup requirements for the data center.	X		Yes	Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.
2.2.8.15	Plan, execute and report on the replacement of media in the scratch tape pool before 80% of its expected life (i.e. as defined by the media manufacturer) on a going-forward basis.	X		Yes	Oracle monitors the tape pool available for all customers.
2.2.8.16	Monitor and control storage performance according to storage and data management policies.	X		Yes	Oracle uses a variety of software tools to monitor the availability and performance of the Oracle Cloud Services and the operation of infrastructure and network components
2.2.8.17	Monitor and demonstrate compliance with the State's retention and storage requirements.	X		Yes	Oracle monitors the storage of the State's data to ensure capacity is available.
2.2.8.18	Monitor the execution of utilities that report on fixed/pool record capacity for the EFS and provide reports, as necessary.	X		No	Oracle provides unlimited data storage and monitors data usage. Oracle will add more capacity when needed.
2.2.8.19	Effectively track, manage, communicate and resolve all tape exceptions.	X		Yes	Oracle uses a variety of software tools to monitor the availability and performance of the Oracle Cloud Services and the operation of infrastructure and network components

#	Storage Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.8.20	Ensure all replaced media (e.g. tapes and disk storage) are cleared of data, pursuant to NIST 800-88 requirements. Any media no longer required should be destroyed or shredded in a similar fashion.	X		Yes	Oracle aligns with NIST 800-88. Oracle's Media Sanitation and Disposal Policy defines requirements for the removal of information from electronic storage media (sanitization), and disposal of information which is no longer required, either in hard copy form or on electronic storage media, such that the information is protected from security threats associated with retrieval and reconstruction of confidential data. This policy applies to all "hard copy" (paper) and electronic media. Oracle's Media Sanitation and Disposal Standards support compliance to this policy.
2.2.8.21	Exchange backup tapes with off-site storage facility.	X		Yes	
2.2.8.22	Provide secure off-site storage for designated media and transport media to off-site location as required.	X		Yes	
2.2.8.23	Periodically test and verify validity of tapes.	X		Yes	
2.2.8.24	Perform periodic audits to ensure proper cataloging of media.	X		Yes	
2.2.8.25	Report disk space and tape utilization.	X		No	Oracle provides unlimited data storage and monitors data usage. Oracle will add more capacity when needed.
2.2.8.26	Manage tape storage service provider.	X		Yes	

#	Storage Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.8.27	Perform recoup for EFS production databases on a regular basis and verify that roll-in is done after verifying reports.	X		No	<p>Oracle's corporate Disaster Recovery (DR) plan focuses on the resiliency of computing infrastructure supporting Oracle's internal operations. Oracle's production data centers are geographically separated and have component and power redundancy, with backup generators in place for availability of data center resources in case of an impacting event. Oracle's DR plan leverages this separation of data centers in conjunction with other recovery strategies to both protect against disruption and enable recovery of services. This plan is Oracle Confidential.</p> <p>Oracle's Information Technology organization conducts an annual DR exercise designed to assess our DR plans. Lessons learned from the exercise are implemented as deemed appropriate into standard operations and DR procedures as appropriate</p>
2.2.8.28	Perform restores of test systems in accordance with State approved policies and procedures.	X		Yes	Oracle provides P2T and T2T services. Restores from backups will be done on a case-by-case basis.
2.2.8.29	Schedule and execute implementation of additional DASD required for EFS.	X		Yes	Oracle allocates more data storage when necessary.

2.2.9 Output Management

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 10. Output Management – Roles and Responsibilities

#	Output Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.9.1	Develop and document output management (OM) requirements and policies, including transport, delivery locations and schedule requirements.	X		Yes	CherryRoad will formulate approach to incorporate dashboards, email, printer and other media, along with operational support.
2.2.9.2	Define business requirements for printer, fax and OM.		X	Yes	
2.2.9.3	Define application requirements for printer, fax and OM.	X		Yes	
2.2.9.4	Define technical requirements for printer, fax and OM.	X		Yes	
2.2.9.5	Approve technical requirements for printer, fax, and OM		X	Yes	
2.2.9.6	Develop and document OM procedures that meet requirements and adhere to defined policies.	X		Yes	
2.2.9.7	Review and approve OM procedures.		X	Yes	
2.2.9.8	Procure OM equipment.	X		Yes	CherryRoad can assist with hardware procurement, including secure and non-secure printers, scanners, and other peripherals.
2.2.9.9	Configure, monitor, test and manage OS printer / fax / OM queues and spool files.	X		Yes	Delivered Oracle functionality.
2.2.9.10	Ensure that output devices are functioning, including performing or coordinating routine maintenance.	X		No	The State would be responsible for performing and/or coordinating routine maintenance on machines that are on premises at the State.

#	Output Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.9.11	Maintain printer / fax / OM application parameters.	X		Yes	Delivered Oracle functionality.
2.2.9.12	Manage application printer / fax / OM processes and output queues at the application layer.	X		Yes	Delivered Oracle functionality.
2.2.9.13	Perform spool administration and logical printer management inside the system.	X		No	The State would be responsible for performing spool administration and logical printer management on machines that are on premises at the State.
2.2.9.14	Investigate and resolve application related printer / fax / OM problems.	X		No	The State would be responsible for investigating and resolving application related printer/fax/OM problems for machines that are on premises at the State.
2.2.9.15	Investigate and resolve infrastructure related printer / fax / OM problems.	X		No	The State would be responsible for investigating and resolving infrastructure related printer/fax/OM problems for machines that are on premises at the State.
2.2.9.16	Provide OM device maintenance and service.	X		No	The State would be responsible for securing OM device maintenance and service for machines that are on premises at the State.
2.2.9.17	Provide technical team with output device IP address / technical configuration.	X		Yes	
2.2.9.18	Cancel output jobs at O/S level.	X		Yes	CherryRoad M&O team members would create an Oracle service request to cancel output jobs.
2.2.9.19	Configure printer / fax / OM profile parameters in the application.	X		Yes	This is delivered Oracle functionality.
2.2.9.20	Support and maintain printer / fax / output application.	X		No	The State's third-party vendor should provide support for this.
2.2.9.21	Support and maintain printer / fax / output integration components on the application.	X		No	The State's third-party vendor should provide support for this.
2.2.9.22	Support and maintain printer / fax / output integration components on the server.	X		No	The State's third-party vendor should provide support for this.

#	Output Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.9.23	Support and maintain printer / fax / output integration server.	X		No	The State's third-party vendor should provide support for this.
2.2.9.24	Provide print OM and distribution.	X		No	This is not included in the CherryRoad proposed M&O services
2.2.9.25	Separate and organize printed output materials accordingly.	X		No	This is not included in the CherryRoad proposed M&O services
2.2.9.26	Ensure that printed output is delivered to the State specified delivery locations according to schedule.	X		No	This is not included in the CherryRoad proposed M&O services
2.2.9.27	Acquire and manage consumables (e.g. paper, print ribbons, ink, and tapes) and coordinate acquisition of additional materials, as needed.	X		No	This is not included in the CherryRoad proposed M&O services

2.2.10 Batch – Job Control and Scheduling

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 11. Batch – Job Control and Scheduling – Roles and Responsibilities

#	Batch – Job Control and Scheduling - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.10.1	Define job scheduling requirements, application software interdependencies, and rerun requirements for all production jobs.	X		Yes	This is delivered Oracle functionality that CherryRoad M&O resources will support.
2.2.10.2	Define requirements and maintain documentation of all job scheduling and re-run requirements.	X		Yes	CherryRoad will develop an Operations Plan
2.2.10.3	Define test and demand batch scheduling requirements.	X		Yes	

#	Batch – Job Control and Scheduling - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.10.4	Utilize and manage scheduling tools for automating job execution (e.g. job workflow processes interdependencies, rerun requirements, file exchange functions, and print management).	X		Yes	This is delivered Oracle functionality that CherryRoad M&O resources will support.
2.2.10.5	Produce and distribute job schedule.	X		Yes	This is delivered Oracle functionality that CherryRoad M&O resources will support.
2.2.10.6	Create, maintain and update code required for job control and scheduling.	X		Yes	This is delivered Oracle functionality that CherryRoad M&O resources will support.
2.2.10.7	Identify job scheduling changes to improve application job stream effectiveness.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.8	Provide job scheduling, job execution, reporting and resolution, taking into account infrastructure and EFS interdependencies.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.9	Execute test and demand batch jobs on appropriate systems.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.10	Maintain database of job scheduling, contact, rerun, and interdependencies.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.11	Perform quality control on test-to-production results.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.12	Perform job monitoring.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.13	Monitor failed job.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.14	Assess impact of failed jobs.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.15	Provide notification to end users of failed jobs.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.16	Recover/resolve from failed jobs.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.17	Validate job results and re-run per instructions.	X		Yes	CherryRoad will formulate a batch processing plan.

#	Batch – Job Control and Scheduling - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.10.18	Terminate/cancel jobs per requests or pre-defined procedures.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.19	Provide job rejection analysis with error notification to the end user.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.20	Provide quality control for reprocessing activities (e.g. batch reruns).	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.21	Provide schedule status.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.22	Notify the State and maintain a history of job completion results.	X		Yes	CherryRoad will formulate a batch processing plan.

2.2.11 EFS Router Remote Access

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 12. Remote Access Facilities – Roles and Responsibilities

#	Database Management Administrations - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.11.1	Define remote access (RA) policies and procedures.	X		Yes	CherryRoad will implement Location Based Access Control, which is delivered Oracle functionality.
2.2.11.2	Approve RA policies and procedures		X	Yes	
2.2.11.3	Participate in defining and accept RA policies and procedures.	X		Yes	
2.2.11.4	Install, test, and provide technical support, administration and security administration for RA hardware and software.	X		Yes	Remote Access administration is not hardware based; it is built into application via Location Based Access Controls (LBAC).

#	Database Management Administrations - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.11.5	Perform system or component configuration changes necessary to support remote access services.	X		Yes	Remote Access administration is not hardware based; it is built into application via Location Based Access Controls (LBAC).
2.2.11.6	Monitor and report EFS Router intrusions attempts.	X		Yes	

2.2.12 Database Administration

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 13. Database Administration – Roles and Responsibilities

#	Database Management Administrations - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.12.1	Define authorization requirements for users, roles, schemas, etc.	X		No	Authorization requirements for users and roles are defined by the State in conjunction with the best practices captured in the System Security Plan deliverable to be completed during implementation.
2.2.12.2	Approve authorization requirements for users, roles, schemas, etc. service request.		X	Yes	
2.2.12.3	Provide security administration including managing role and user database permissions in accordance with approved State policies and procedures.	X		Yes	Oracle is proposing a SasS solution where Oracle manages the underlying architecture including the Database.
2.2.12.4	Perform database restores from export dumps or backups.	X		Yes	On an exception basis and subject to written approval, Oracle may assist the State to restore data which the State may have lost as a result of the State’s own actions.

#	Database Management Administrations - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.12.5	Create/refresh databases (e.g. development, quality assurance (QA), and training) from production data.	X		Yes	Oracle offers P2T and T2T refreshes. CherryRoad will manage refreshes during implementation and post-production. CherryRoad Managed Services will formulate a Production Support Plan deliverable.
2.2.12.6	Execute authorization change requests.	X		Yes	
2.2.12.7	Define database creation, configuration, upgrade, patches and refresh requirements.	X		Yes	Oracle is providing a SaaS application. Oracle will provision the environments.
2.2.12.8	Execute database creation, configuration, upgrades, patches and refresh.	X		Yes	
2.2.12.9	Execute all database system level changes (e.g. initialization parameters).	X		Yes	
2.2.12.10	Execute all schema changes for all database instances.	X		Yes	Oracle controls the schema and data model. Any changes will be done by Oracle. The State can define its own fields within defined fields in the data model.
2.2.12.11	Define database data definition requirements for applications (e.g. MAC for tables, triggers, and attributes).	X		Yes	
2.2.12.12	Execute database data definition requirements for applications (e.g. MAC for tables, triggers, and attributes).	X		Yes	
2.2.12.13	Maintain documentation for all database instance parameters and system settings.	X		Yes	
2.2.12.14	Maintain consistency of non-sizing and non-platform specific database parameters and system settings across all like instances (i.e. consistency must be maintained according to established development to QA to production life cycle).	X		Yes	

#	Database Management Administrations - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.12.15	Define database definition and manipulation requirements for applications and developer schemas.	X		Yes	
2.2.12.16	Execute database data definitions for non-managed applications and developer schemas.	X		Yes	
2.2.12.17	Define and execute database performance and tuning scripts in order to keep databases running at optimal performance for the State's workload.	X		Yes	CherryRoad will assist Oracle in any sizing and performance tasks.
2.2.12.18	Perform database tuning and optimizations.	X		Yes	
2.2.12.19	Perform database capacity utilization analysis.	X		Yes	
2.2.12.20	Perform database imports/exports.	X		No	The State will perform all data import and export via defined application APIs. The proposed M&O services do not include these duties, however, if the State wishes for CherryRoad to manage imports and exports, the M&O services can be adjusted to include it.
2.2.12.21	Utilize and administer appropriate database management tools across all database instances (i.e. performance metrics and historical data must be available for trending and reporting over a minimum of 6 months).	X		Yes	Performance metrics of the application are available via the State's MyServices Portal.
2.2.12.22	Identify locking conflicts, latch contention, and rollback requirements, etc. for all database instances.	X		Yes	The application layer identifies locking conflicts and notifies the user of a lock.
2.2.12.23	Report locking conflicts, latch contention, rollback requirements, etc. for all database instances, and resolve as required.	X		Yes	
2.2.12.24	Provide technical assistance and subject matter expertise to the State and third-party vendor support, as requested by the State.	X		Yes	This responsibility would fall under the proposed CherryRoad M&O support services.

#	Database Management Administrations - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.12.25	Provide data dictionary expertise, end user data assistance, data warehouse metadata definition, data mapping functions, and creation of data cubes.	X		Yes	This responsibility would fall under the proposed CherryRoad M&O support services.
2.2.12.26	Monitor database and generate automatic trouble tickets for problems.	X		Yes	Oracle uses a variety of software tools to monitor the availability and performance of the Oracle Cloud Services and the operation of infrastructure and network components. Oracle does not monitor, or address deviations experienced by any non-Oracle managed components used by the State in the Oracle Cloud Services, such as non-Oracle applications.
2.2.12.27	Open, track, and manage to resolution all database problems.	X		Yes	Oracle uses a variety of software tools to monitor the availability and performance of the Oracle Cloud Services and the operation of infrastructure and network components. Oracle does not monitor, or address deviations experienced by any non-Oracle managed components used by the State in the Oracle Cloud Services, such as non-Oracle applications.
2.2.12.28	Plan and coordinate database upgrades and patches.	X		Yes	Oracle upgrades the database and applies patches.
2.2.12.29	Patch database software as needed according to established development to QA to production lifecycle.	X		Yes	Oracle uses a variety of software tools to monitor the availability and performance of the Oracle Cloud Services and the operation of infrastructure and network components. Oracle does not monitor, or address deviations experienced by any non-Oracle managed components used by the State in the Oracle Cloud Services, such as non-Oracle applications.
2.2.12.30	Manage database communication software configuration, installation, and maintenance.	X		Yes	

#	Database Management Administrations - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.12.31	Provide database storage management.	X		Yes	
2.2.12.32	Approve database backup schedules, retention periods, and backup levels (e.g. full, incremental, or differential).		X	No	Oracle controls these timeframes for the SaaS application
2.2.12.33	Define and execute the State's database backup and recovery policies.	X		No	Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.
2.2.12.34	Perform EFS database administration, including:	X		Yes	
2.2.12.35	■ Scheduled database maintenance and support	X		Yes	
2.2.12.36	■ Table management and reorganization	X		Yes	
2.2.12.37	■ Index analysis	X		Yes	
2.2.12.38	■ Creation and management of tables and indexes	X		Yes	
2.2.12.39	■ Growth analysis	X		Yes	
2.2.12.40	■ File localization	X		Yes	
2.2.12.41	■ File systems distribution	X		Yes	
2.2.12.42	Schedule database specific related jobs (e.g. running database statistics).	X		Yes	Database maintenance is the responsibility of Oracle. The State would be responsible for scheduling application jobs.
2.2.12.43	Perform database copies and application database refreshes.	X		Yes	

#	Database Management Administrations - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.12.44	Backup of database archive of logs.	X		Yes	
2.2.12.45	Provide and configure database storage management systems.	X		Yes	

2.2.13 OS, Application and Database Backup and Recovery

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 14. OS and Application and Database Backup and Recovery – Roles and Responsibilities

#	OS, Application and Database Backup and Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.13.1	Define and approve EFS backup and restore strategy.		X	No	Oracle will periodically make backups of the State’s production data in the Oracle Cloud Services for Oracle’s sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.
2.2.13.2	Develop and implement EFS data backup and restore procedures in accordance with approved State strategy.	X		No	Oracle will periodically make backups of the State’s production data in the Oracle Cloud Services for Oracle’s sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.

#	OS, Application and Database Backup and Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.13.3	Define backup times, schedules, and point of restore based upon the State requirements.	X		No	Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.
2.2.13.4	Approve requirements for backup times and schedules.		X	No	Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.
2.2.13.5	Create and maintain backup scripts.	X		Yes	
2.2.13.6	Maintain backup architecture (e.g. tape library and drives).	X		Yes	

#	OS, Application and Database Backup and Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.13.7	Test central/remote application backup and restore procedures based on State approved guidelines.	X		No	Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.
2.2.13.8	Perform complete/incremental backup.	X		Yes	
2.2.13.9	Monitor the backup processes.	X		Yes	
2.2.13.10	Verify the backup media integrity.	X		Yes	
2.2.13.11	Notify the State when a backup has failed.	X		No	Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.
2.2.13.12	Label backup media.	X		Yes	
2.2.13.13	Maintain backup library.	X		Yes	

#	OS, Application and Database Backup and Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.13.14	Synchronize EFS backup and restore tape rotation.	X		No	Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.
2.2.13.15	Prepare application and database for restore processes.	X		Yes	
2.2.13.16	Restore single and/or multiple objects from the EFS backup media.	X		Yes	
2.2.13.17	Restore complete and/or incremental EFS backup as required.	X		Yes	On an exception basis and subject to written approval, Oracle may assist the State to restore data which the State may have lost as a result of the State's own actions.
2.2.13.18	Monitor the EFS restore process.	X		Yes	
2.2.13.19	Store copies of the backups in a vault and/or off-site facility.	X		Yes	
2.2.13.20	Roll forward from the archive logs after a restore (i.e. point in time recovery).	X		Yes	
2.2.13.21	Validate the integrity and the consistency of the restored information.	X		Yes	
2.2.13.22	Validate the integrity and the consistency of restored information at the database layer.	X		Yes	
2.2.13.23	Validate the integrity and the consistency of restored information at the application layer.	X		Yes	
2.2.13.24	Validate the integrity and the consistency of restored information at the OS layer.	X		Yes	

#	OS, Application and Database Backup and Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.13.25	Perform business-level validation of the integrity and consistency of the restored data.		X	Yes	
2.2.13.26	Notify the State when the restore has been completed.	X		Yes	

2.2.14 Change and Release Management

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 15. Change Management and Release Management - Roles and Responsibilities

#	Change and Release Management Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.14.1	Provide EFS change and release management procedures and standards based on State policies.	X		Yes	Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.
2.2.14.2	Approve change classifications (e.g. impact, priority, risk) and change authorization process.		X	No	Oracle Cloud Operations will follow established processes for change classification and change authorizations.
2.2.14.3	Review and approve EFS change and release management policies, procedures and standards; propose changes to meet the State requirements and organization.		X	No	Oracle Cloud Operations will follow established release management policies, procedures, and standards.

#	Change and Release Management Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.14.4	Maintain overall accountability for the EFS change management activities.	X		Yes	For the Software itself. Any configuration data would be maintained/tested by the State.
2.2.14.5	Implement standard procedures and methods for each type of change including application services, interfaces, hardware, operating systems, databases, storage, network, batch schedule changes, etc.	X		Yes	Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.
2.2.14.6	Document and classify proposed changes to the EFS, which include cost and risk impact and back-out plans for changes; and establish release management plans for major changes.	X		Yes	Oracle provides release readiness documentation for minor and major enhancements
2.2.14.7	Develop and maintain a schedule of planned changes to be reviewed and approved, as required, by the State.	X		No	Oracle will deploy updates on a scheduled timeframe. The new features are turned off until the State tests, turns on and deploys the new features.
2.2.14.8	Authorize, approve, and/or alter scheduled changes for any change requests.		X	No	Oracle Cloud Operations will establish schedules for implementation of change requests.
2.2.14.9	Review release management details and alter, as appropriate, to meet the needs of the State (e.g. back out plan, go/no go decision).	X		No	Oracle will deploy updates on a scheduled timeframe. The new features are turned off until the State tests and deploys the new features.
2.2.14.10	Notify the State of changes, including the timing and impact of the change.	X		Yes	Oracle will deploy updates on a scheduled timeframe. The new features are turned off until the State tests and deploys the new features.

#	Change and Release Management Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.14.11	Coordinate change requests across service providers.	X		No	Oracle will deploy updates on a scheduled timeframe. The new features are turned off until the State tests and deploys the new features.
2.2.14.12	Manage SWAT teams for critical incidents related to the EFS.	X		No	Oracle Cloud Operations will follow established internal processes for the resolution of critical incidents.
2.2.14.13	Resolve incidents that fall across the various domains.	X		Yes	
2.2.14.14	Develop a business contingency plan (e.g. a back out plan) for each release.	X		Yes	
2.2.14.15	Document and coordinate the change management and release management schedules across the EFS, OS, hardware, database management system storage, network, facilities, etc.	X		Yes	Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.
2.2.14.16	Implement change and adhere to approved detailed release plans.	X		Yes	Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.

#	Change and Release Management Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.14.17	Report on the status of scheduled changes (e.g. EFS, server, OS, infrastructure, network, integration changes, and batch job schedule).	X		Yes	Batch Job Schedules within the application are monitored by the State.
2.2.14.18	Schedule and conduct change management and release management meetings to include review of planned changes and the results of changes.	X		Yes	This responsibility is included in the standard CherryRoad M&O services included in this proposal.
2.2.14.19	Verify the changes implemented meet the objectives established by introducing the change and resolve any negative impacts.	X		Yes	This responsibility is included in the standard CherryRoad M&O services included in this proposal.
2.2.14.20	Monitor EFS changes and report the results of changes and impacts.	X		Yes	This responsibility is included in the standard CherryRoad M&O services included in this proposal.
2.2.14.21	Assess impact of EFS production changes, prior to and after the implementation of changes.	X		Yes	This responsibility is included in the standard CherryRoad M&O services included in this proposal.
2.2.14.22	Assess impact of OS changes prior to and after the implementation of the changes.	X		Yes	
2.2.14.23	Administer the version control system as it relates to release management of the State's custom configuration, extensions, etc. of the EFS.	X		Yes	This responsibility is included in the standard CherryRoad M&O services included in this proposal.
2.2.14.24	Modify configuration database, asset management items, and service catalog, if applicable, to reflect any implemented changes.	X		Yes	This responsibility is included in the standard CherryRoad M&O services included in this proposal.
2.2.14.25	Maintain master copies of new versions of the EFSs in a secured software library and update configuration databases, accessible to the State.	X		No	Oracle Cloud Services will follow its established processes for software version control.

2.2.15 Configuration Management

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 16. Configuration Management Roles and Responsibilities

#	Configuration Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.15.1	Define configuration management policies.		X	Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State.
2.2.15.2	Establish processes and procedures for tracking configuration changes.	X		Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State.
2.2.15.3	Approve configuration management processes and procedures.		X	Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State.
2.2.15.4	Utilize and maintain configuration management tools.	X		Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State.
2.2.15.5	Establish interfaces to problem and incident management, change management, technical support, maintenance and asset management processes.	X		Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State. After post-production, CherryRoad Managed Services will formulate an operational plan and continue with maintenance of associated documentation.

#	Configuration Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.15.6	Establish guidelines for physical and logical separation between development, QA, and production and the process for deploying and back out of configuration items.	X		Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State. After post-production, CherryRoad Managed Services will formulate an operational plan and continue with maintenance of associated documentation.
2.2.15.7	Approve guidelines for physical and logical separation between development, QA, and production and the process for deploying and back out of configuration items.		X	Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State. After post-production, CherryRoad Managed Services will formulate an operational plan and continue with maintenance of associated documentation.
2.2.15.8	Establish configuration baselines as reference points for rebuilds, and provide ability to revert to stable configuration states.	X		Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State. After post-production, CherryRoad Managed Services will formulate an operational plan and continue with maintenance of associated documentation.
2.2.15.9	Establish process for verifying the accuracy of configuration items, adherence to configuration management processes and identify deficiencies.	X		Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State. After post-production, CherryRoad Managed Services will formulate an operational plan and continue with maintenance of associated documentation.

#	Configuration Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.15.10	Provide the State with configuration management reports as required and defined by the State.	X		Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State. After post-production, CherryRoad Managed Services will formulate an operational plan and continue with maintenance of associated documentation.
2.2.15.11	Audit configuration management process and the accuracy of the configuration data.		X	Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State. After post-production, CherryRoad Managed Services will formulate an operational plan and continue with maintenance of associated documentation.

2.2.16 Capacity Management

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 17. Capacity Planning – Roles and Responsibilities

#	Capacity Planning – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.16.1	Establish a comprehensive capacity management planning process.	X		Yes	CherryRoad will assist Oracle in sizing production environment.

#	Capacity Planning – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.16.2	Utilize and implement tools that allow for the effective capacity management monitoring/trending of IT infrastructure, systems software and other IT components.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.16.3	Identify future business requirements that will alter capacity requirements; determine capacity management trends and provide reports to the State.	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.
2.2.16.4	Manage capacity plan based on requirements (e.g. number of users and new applications).	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.
2.2.16.5	Gather business requirements for additional users, new applications, etc.	X		Yes	This responsibility is included in the standard CherryRoad M&O services included in this proposal.
2.2.16.6	Utilize application capacity requirements to define database modifications and issue appropriate change requests.	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.
2.2.16.7	Utilize application capacity requirements to define OS modifications and issue appropriate change requests.	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.
2.2.16.8	Utilize application capacity requirements to define disk sub-system modifications and issue appropriate change requests.	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.

#	Capacity Planning – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.16.9	Utilize application capacity requirements to define network modifications and issue appropriate change requests.	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.
2.2.16.10	Assess capacity impacts when adding, removing or modifying applications.	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.
2.2.16.11	Perform monitoring of activities of IT resources (e.g. application, OS, server, database, network, disks, desktops, and laptops) usage to enable proactive identification of capacity and performance issues.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.16.12	Capture trending information and forecast future State capacity requirements.	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.
2.2.16.13	Assess incidents and problems related to throughput performance.	X		Yes	Within the application and within the Cloud data center, yes.
2.2.16.14	Recommend changes to system (e.g. components) to improve service performance.	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.
2.2.16.15	Assess impact, risk, and cost of capacity changes.	X		Yes	CherryRoad will assist Oracle in sizing production environment.
2.2.16.16	Maintain capacity levels to optimize the use of existing IT resources and minimize the State's costs to receive the services at the contracted service levels.	X		Yes	CherryRoad will assist Oracle in sizing production environment.

#	Capacity Planning – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.16.17	Ensure adequate capacity exists within the IT environment to meet service level agreements (SLAs) requirements (see “Appendix XXX, Service Level Agreement Requirements”), taking into account daily, weekly and seasonal variations in capacity demands.	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.
2.2.16.18	Provide utilization and capacity reporting.	X		Yes	Via the Oracle MyServices Portal

2.2.17 Performance Management

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 18. System Performance Tuning and Management – Roles and Responsibilities

#	System Performance Tuning and Management – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.17.1	Develop and document service component performance requirements.	X		Yes	CherryRoad will provide industry performance benchmarks.
2.2.17.2	Approve service component performance requirements.		X	Yes	CherryRoad will provide industry performance benchmarks.
2.2.17.3	Develop and document performance management procedures that meet policies, procedures and requirements.	X		Yes	CherryRoad will provide industry performance benchmarks.
2.2.17.4	Approve performance management procedures.		X	No	Oracle will provide SLAs for system performance.
2.2.17.5	Perform service component tuning to maintain optimum performance in accordance with change management procedures.	X		Yes	Oracle will provide SLAs for system performance.
2.2.17.6	Manage service component resources (e.g. devices and traffic) to meet defined availability and performance SLAs (see “Appendix XXX, Service Level Agreement Requirements”).	X		Yes	Oracle will provide SLAs for system performance.

#	System Performance Tuning and Management – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.17.7	Provide regular monitoring and reporting of service component performance, utilization and efficiency (e.g. proactive system monitoring).	X		Yes	Oracle will provide SLAs for system performance.
2.2.17.8	Proactively evaluate, identify and recommend configuration or changes to configuration (e.g. hardware usage, index creation, index reorganization) which will enhance performance.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.17.9	Develop improvement plans as required to meet SLAs.	X		No	Oracle will provide SLAs for system performance.
2.2.17.10	Authorize improvement plans.		X	No	Oracle will provide SLAs for system performance.
2.2.17.11	Implement improvement plans and coordinate with third-parties, as required.	X		No	Oracle will provide SLAs for system performance.
2.2.17.12	Provide technical advice and support to the application maintenance and development staff, as required.	X		No	Oracle will provide SLAs for system performance.

2.2.18 Disaster Recovery

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 19. Disaster Recovery – Roles and Responsibilities

#	Disaster Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.18.1	Define the State’s IT service continuity and disaster recovery (DR) strategy, policies, and the State’ emergency management requirements and scenarios for the ERP System.		X	Yes	The State’s IT service continuity and disaster recovery strategy will be incorporated into the Business Continuity Plan deliverable to be completed during implementation CherryRoad will implement a State-side DR plan.
2.2.18.2	Recommend best practice IT service continuity and DR strategies, policies and procedures.	X		Yes	Oracle Cloud Hosting and Delivery Policies describe the Oracle Cloud Service Continuity Policy, Oracle Cloud Services High Availability Strategy, Oracle Cloud Services Backup Strategy and Oracle Cloud Service Level Agreement. Service-specific Pillar documents provide additional information about specific cloud services: https://www.oracle.com/corporate/contracts/cloud-services/hosting-deliverypolicies.html CherryRoad will implement a State-side DR plan.

#	Disaster Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.18.3	Define the State's data (e.g. file system, database, and flat files) replication, backup and retention requirements.		X	Yes	CherryRoad will include the State's data replication, backup and retention requirements in the Business Continuity Plan deliverable completed during implementation. For EFS, the requirements will be consistent with the Oracle standard SLAs for Disaster Recovery. CherryRoad will implement a State-side DR plan.
2.2.18.4	Develop and maintain a detailed DR plan to achieve State requirements. The DR plan shall include, but not be limited to back-ups, storage management, and contingency operations to provide for recovering the State's EFS within an established recovery timeframes.	X		Yes	Oracle Cloud Hosting and Delivery Policies describe the Oracle Cloud Service Continuity Policy, Oracle Cloud Services High Availability Strategy, Oracle Cloud Services Backup Strategy and Oracle Cloud Service Level Agreement. Service-specific Pillar documents provide additional information about specific cloud services: https://www.oracle.com/corporate/contracts/cloud-services/hosting-deliverypolicies.html CherryRoad will implement a State-side DR plan.

#	Disaster Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.18.5	Determine key infrastructure components to support the DR strategy.	X		Yes	<p>Oracle Cloud Hosting and Delivery Policies describe the Oracle Cloud Service Continuity Policy, Oracle Cloud Services High Availability Strategy, Oracle Cloud Services Backup Strategy and Oracle Cloud Service Level Agreement. Service-specific Pillar documents provide additional information about specific cloud services: https://www.oracle.com/corporate/contracts/cloud-services/hosting-deliverypolicies.html</p> <p>CherryRoad will implement a State-side DR plan.</p>
2.2.18.6	Implement DR infrastructure in alternate DR data centers and establish all network connectivity.	X		Yes	<p>Oracle's corporate Disaster Recovery (DR) plan focuses on the resiliency of computing infrastructure supporting Oracle's internal operations. Oracle's production data centers are geographically separated and have component and power redundancy, with backup generators in place for availability of data center resources in case of an impacting event. Oracle's DR plan leverages this separation of data centers in conjunction with other recovery strategies to both protect against disruption and enable recovery of services. This plan is Oracle Confidential.</p> <p>CherryRoad will implement a State-side DR plan.</p>

#	Disaster Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.18.7	Identify appropriate resources, including an appropriately qualified emergency coordinator, that support State's emergency preparedness requirements.	X		Yes	During Implementation, CherryRoad will complete the Business Continuity Plan deliverable that will identify resources to support the State's emergency preparedness requirements. CherryRoad will implement a State-side DR plan.
2.2.18.8	Establish processes to ensure IT service continuity, DR and emergency management plans are kept up-to-date and reflect changes in the State's environment and requirements.	X		Yes	Oracle's Information Technology organization conducts an annual DR exercise designed to assess our DR plans. Lessons learned from the exercise are implemented as deemed appropriate into standard operations and DR procedures as appropriate. These reports are Oracle Confidential. CherryRoad will implement a State-side DR plan.
2.2.18.9	Review and approve DR plan.		X	Yes	The State will have an opportunity to review and approve the Business Continuity Plan deliverable to be completed during Implementation.
2.2.18.10	Establish IT service continuity and DR test requirements.	X		Yes	For the SaaS Service. CherryRoad will implement a State-side DR plan.
2.2.18.11	Assist the State in IT service continuity, DR and emergency management activities, as requested.	X		Yes	This responsibility is included in the proposed CherryRoad M&O services.

#	Disaster Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.18.12	Perform scheduled IT service continuity, DR and emergency management tests per State-approved policies and procedures.	X		Yes	Oracle's Information Technology organization conducts an annual DR exercise designed to assess our DR plans. Lessons learned from the exercise are implemented as deemed appropriate into standard operations and DR procedures as appropriate. These reports are Oracle Confidential.
2.2.18.13	Coordinate involvement of State personnel for IT services continuity and DR testing.		X	Yes	CherryRoad will coordinate State personnel as defined by the Business Continuity Plan deliverable completed during implementation.
2.2.18.14	Track and report IT service continuity and DR test results to the State.	X		Yes	Oracle's Information Technology organization conducts an annual DR exercise designed to assess our DR plans. Lessons learned from the exercise are implemented as deemed appropriate into standard operations and DR procedures as appropriate. These reports are Oracle Confidential. CherryRoad will implement a State-side DR plan.
2.2.18.15	Develop action plan to address any issues arising from IT service continuity and DR testing results.	X		Yes	Oracle will be responsible for performing DR tests in accordance with the SaaS SLAs. CherryRoad M&O resources will be responsible for developing an action plan to address IT service continuity consistent with the Business Continuity Plan deliverable developed during the implementation. CherryRoad will implement a State-side DR plan.

#	Disaster Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.18.16	Implement approved action plan and provide ongoing status until the State's requirements are met.	X		Yes	Oracle will be responsible for performing DR tests in accordance with the SaaS SLAs. CherryRoad M&O resources will be responsible for implementing approved action plans to address IT service continuity consistent with the Business Continuity Plan deliverable developed during the implementation. CherryRoad will implement a State-side DR plan.
2.2.18.17	Initiate the IT service continuity and DR plan in the event of State IT service continuity and DR event and notify all third-party service providers pursuant to the DR policies and procedures.		X	Yes	CherryRoad will implement a State-side DR plan.
2.2.18.18	Initiate the emergency operations center plan in response to the State-declared Emergency.		X	Yes	CherryRoad will implement a State-side DR plan.
2.2.18.19	Initiate the IT service continuity and DR plan in the event of a third-party service provider DR situation and notify the State per DR policies and procedures.	X		Yes	CherryRoad will implement a State-side DR plan.
2.2.18.20	Coordinate with the State during a State-declared IT service continuity and DR situation, a State-declared emergency requiring third-party service provider support of the State emergency operations center, as well as any third-party service provider-declared IT service continuity and DR situation per approved policies and procedures.	X		Yes	CherryRoad M&O resources will be responsible for coordinating with the State and third-party service providers as defined by the Business Continuity Plan deliverable developed during the implementation.

2.2.19 Break Fix Support Services

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 20. Break Fix Support Services – Roles and Responsibilities

#	Break Fix Support Services – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.19.1	Design, build and test application fixes.	X		Yes	For the Oracle Software and CherryRoad-developed objects.
2.2.19.2	Design, build and test infrastructure fixes.	X		Yes	For the Oracle SaaS infrastructure only
2.2.19.3	Perform User Acceptance Testing and approve fixes.		X	No	For Break Fix support services, Oracle will perform user acceptance testing and will approve fixes that are to be implemented. CherryRoad will test all developed objects along with any associated fixes.
2.2.19.4	Perform unit testing of fixes.	X		Yes	For the Oracle SaaS software. CherryRoad will test all developed objects along with any associated fixes
2.2.19.5	Integration and system testing of fixes.	X		Yes	Testing integrations and interface fixes will be the responsibility of CherryRoad M&O services as assigned by the State. CherryRoad will test all developed objects along with any associated fixes
2.2.19.6	Coordinate migration of changes to production following the proposed change and release procedures.	X		Yes	

#	Break Fix Support Services – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.19.7	Provide on-site support for the first two occurrences of each of the following cycles: quarter-end, calendar year-end, and fiscal year-end.	X		Yes	CherryRoad will provide on demand application support for M&O. The State will direct CherryRoad on how those services will be performed, which may include on-site support as needed. The onsite support would not exceed the total M&O support services included in the M&O services included in this proposal.

2.2.20 Continuous Improvement Services

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 21. Continuous Improvement Services - Roles and Responsibilities

#	Continuous Improvement Services - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.20.1	Assist the State in defining the State future projects and requirements for EFS hosting (e.g. system strategy, availability, capacity, performance, and IT continuity services).	X		Yes	The CherryRoad Service Deliver Manager will coordinate efforts with the CherryRoad Executive Sponsor, State stakeholders, and Oracle in defining the State future projects and requirements for EFS hosting.
2.2.20.2	Document all requirements in State-approved format (e.g. system specifications, data models, network design schematics) including acceptance criteria.	X		Yes	The CherryRoad Service Deliver Manager will coordinate efforts with the CherryRoad Oracle Cloud analysts to document all requirements in the State-approved format.
2.2.20.3	Approve all requirements documents.		X	Yes	

#	Continuous Improvement Services - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.20.4	Develop design specifications.	X		Yes	CherryRoad Oracle Cloud analysts will perform the following tasks: <ol style="list-style-type: none"> 1. Create application design documents from business, functional and technical requirements. 2. Document and recommend implementation/development/technical options to the State.
2.2.20.5	Review and approve design specifications.		X	Yes	
2.2.20.6	Perform engineering functions required to implement design plans for additional or new products and services.	X		Yes	CherryRoad Oracle Cloud analysts will perform the following tasks: <ol style="list-style-type: none"> 1. Configure and maintain the configuration management environment (DEV) and perform unit testing. 2. Manage the test (TST) environment and associated test data, and coordinate client testing if needed. 3. Perform prototype activities if needed. 4. Document migration instructions and assist with deployment to production.

#	Continuous Improvement Services - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.20.7	Implement approved EFS related changes.	X		Yes	CherryRoad Oracle Cloud analysts will perform the following tasks: 1. Configure and maintain the configuration management environment (DEV) and perform unit testing. 2. Manage the test (TST) environment and associated test data, and coordinate client testing if needed. 3. Perform prototype activities if needed. 4. Document migration instructions and assist with deployment to production.
2.2.20.8	Conduct annual planning for technology refresh in compliance with software vendor licensing, specifications and upgrades.	X		Yes	CherryRoad Service Deliver Manager will coordinate efforts with CherryRoad Executive Sponsor, State stakeholders, and Oracle to conduct annual planning of these activities.
2.2.20.9	Keep all Documentation current as break-fix services are completed and upgrades are deployed (system, training, and user). Also continuous process improvement services, i.e., making minor enhancements as requested by the State.	X		Yes	CherryRoad Service Deliver Manager will be responsible to keep all documentation current and maintain copies on a web-based collaborative platform, such as MS SharePoint.

2.2.21 Minor Enhancements and Ad-Hoc Requests

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 22. Minor Enhancements and Ad-Hoc Requests – Roles and Responsibilities

#	Minor Enhancement and Ad-Hoc Requests – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.21.1	Capture and verify service request (e.g. new report and configuration change).	X		Yes	CherryRoad Service Delivery Manager and Oracle Cloud analysts will work together to perform the following tasks: <ol style="list-style-type: none"> 1. Document business, functional and technical requirements in agreed upon formats. 2. Develop and maintain requirements traceability matrices. 3. Maintain and enhance a standard for prioritization and justification for all managed services requests and activities.
2.2.21.2	Maintain backlog of requests.	X		Yes	The CherryRoad Service Delivery Manager will be responsible for tracking and maintaining the backlog of requests using CherryRoad helpdesk ITSM software.
2.2.21.3	Create conceptual and functional Design.	X		Yes	CherryRoad Oracle Cloud analysts will perform the following tasks: <ol style="list-style-type: none"> 1. Create functional design documents from business, functional and technical requirements. 2. Document and recommend implementation/development/ technical options to the State.

#	Minor Enhancement and Ad-Hoc Requests – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.21.4	Create technical design and document the design.	X		Yes	CherryRoad Oracle Cloud analysts will perform the following tasks: 1. Create technical design documents from business, functional and technical requirements. 2. Develop data models if required and appropriate. 3. Document and recommend implementation/development/ technical options to the State.
2.2.21.5	Estimate effort, perform application impact assessment, and determine if the request is within the minor enhancement level of effort of 80 hours.	X		Yes	CherryRoad Oracle Cloud analysts will perform the following tasks: 1. Provide cost and schedule estimates, and impact analyses, for potential application enhancement and maintenance activities. 2. Ensure that all approved projects are incorporated into the work plan update processes and prioritized accordingly.
2.2.21.6	Review and approve ad hoc requests.		X	Yes	
2.2.21.7	Create and review application configuration change/modification plans.	X		Yes	CherryRoad Oracle Cloud analysts will create the application configuration changes in the format approved by the State.
2.2.21.8	Conduct walk-through review of configuration change/modification.	X		Yes	CherryRoad Oracle Cloud analysts will conduct walk-through review of configuration changes and provide knowledge transfer to the State's staff.
2.2.21.9	Program, compile and document configuration changes/modifications.	X		Yes	CherryRoad Oracle Cloud analysts will program, compile and document configuration changes/ modifications.

#	Minor Enhancement and Ad-Hoc Requests – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.21.10	Perform unit testing on all changes.	X		Yes	Unit testing will be performed by CherryRoad Oracle analysts for all configuration and development changes in the configuration management environment (DEV).
2.2.21.11	Perform string testing.	X		Yes	String testing will be performed by CherryRoad Oracle analysts for all configuration and development changes in the configuration management environment (DEV) and other additional test environments, if needed.
2.2.21.12	Perform integration testing.	X		Yes	Integration testing will be performed by CherryRoad Oracle analysts for all configuration and development in test (TST) environment.
2.2.21.13	Perform regression testing.	X		Yes	Integration testing will be performed by CherryRoad Oracle analysts for all configuration and development in test (TST) and other additional test environments, if needed.
2.2.21.14	Perform user acceptance testing for all changes.		X	Yes	
2.2.21.15	Plan and manage end-user training and adoption of modifications.	X		Yes	CherryRoad Oracle Cloud analysts will plan and manage end-user training and adoption of modifications.
2.2.21.16	Deliver end-user training.		X	Yes	
2.2.21.17	Update user documentation and training materials.		X	Yes	

#	Minor Enhancement and Ad-Hoc Requests – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.21.18	Maintain technical architecture documentation.	X		Yes	CherryRoad Service Delivery Manager will work with Oracle Infrastructure Architect to maintain technical architecture documentation and keep them current on a web-based collaborative platform such as MS SharePoint.
2.2.21.19	Evaluate impact on applications DR plan and coordinate and update the change in the DR plans, if applicable.	X		Yes	CherryRoad Service Delivery Manager will work with Oracle Infrastructure Architect to evaluate impact on applications DR plan and keep them current on a web-based collaborative platform such as MS SharePoint.
2.2.21.20	Evaluate impact on system capacity and performance.	X		Yes	CherryRoad Service Delivery Manager will work with Oracle Infrastructure Architect to evaluate impact on system capacity and performance.

2.2.22 Documentation

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 23. Documentation – Roles and Responsibilities

#	Documentation – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.22.1	Create and modify existing documentation.	X		Yes	The CherryRoad Service Delivery Manager will work with various parties to perform this task and ensure documentation is organized and current a web-based collaborative platform, such as MS SharePoint.

#	Documentation – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.22.2	Maintain overall accountability for management of documentation.	X		Yes	The CherryRoad Service Delivery Manager will work with various parties to perform this task and ensure documentation is organized and current a web-based collaborative platform, such as MS SharePoint.
2.2.22.3	Update existing documentation as required in order to enhance or improve quality of documentation.	X		Yes	The CherryRoad Service Delivery Manager will work with various parties to perform this task and ensure documentation is organized and current a web-based collaborative platform, such as MS SharePoint.
2.2.22.4	For EFS and in-scope application functionality, update existing documentation in order to enhance or improve quality of documentation.	X		Yes	The CherryRoad Service Delivery Manager will work with various parties to perform this task and ensure documentation is organized and current a web-based collaborative platform, such as MS SharePoint.
2.2.22.5	Update existing EFS documentation as required in order to enhance or improve the quality of the documentation.	X		Yes	The CherryRoad Service Delivery Manager will work with various parties to perform this task and ensure documentation is organized and current a web-based collaborative platform, such as MS SharePoint.
2.2.22.6	Update existing document for infrastructure (e.g. operating system, disk, and network) in order to enhance or improve the quality of the documentation.	X		Yes	The CherryRoad Service Delivery Manager will work with various parties to perform this task and ensure documentation is organized and current a web-based collaborative platform, such as MS SharePoint.
2.2.22.7	Document problem/request resolution in the help desk tool utilized by the State.	X		Yes	The CherryRoad Service Delivery Manager will work with various parties to ensure problem/request resolution is documented in the help desk tool utilized by the State.

#	Documentation – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.22.8	Create new documentation for enhancements.	X		Yes	CherryRoad Oracle Cloud analysts will be responsible for creating new documentation for enhancements.
2.2.22.9	Create user documentation for enhancements.	X		Yes	CherryRoad Oracle Cloud analysts will be responsible for creating user documentation for enhancements.
2.2.22.10	Create technical documentation for enhancements.	X		Yes	CherryRoad Oracle Cloud analysts will be responsible for creating technical documentation for enhancements.
2.2.22.11	Create documentation to address existing gaps in documentation of current application configuration and functionality.	X		Yes	CherryRoad Oracle Cloud analysts will be responsible for creating fit/gap analysis documentation.

2.2.23 Service Management and Quality Assurance (QA)

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 24. Service Management and Quality Assurance - Roles and Responsibilities

#	Service Management and QA- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.23.1	Propose account management structure, planning and procedures.	X		Yes	The CherryRoad Service Delivery Manager will work with the State stakeholders to define operational and relationship governance and document the same in the CherryRoad Managed Services Operational Procedures Guide.
2.2.23.2	Review account management structure, planning and procedures and propose changes to align with the State requirements and organization.		X	Yes	

#	Service Management and QA- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.23.3	Maintain and implement account management structure, planning and procedures accordingly.	X		Yes	The CherryRoad Service Delivery Manager will work with the State stakeholders to define operational and relationship governance and document the same in the CherryRoad Managed Services Operational Procedures Guide.
2.2.23.4	Develop a service order process that clearly defines how to order change or delete services.	X		Yes	The CherryRoad Service Delivery Manager will work with the State stakeholders to define the Change Order process and document the same in the CherryRoad Managed Services Operational Procedures Guide.
2.2.23.5	Recommend criteria and formats for administrative, service activity and SLA reporting.	X		Yes	The CherryRoad Service Delivery Manager will work with the State stakeholders on these tasks and provide service activity and SLA metrics in the Managed Services Monthly Management Report.
2.2.23.6	Approve criteria and formats for administrative, service activity and SLA reporting.		X	Yes	
2.2.23.7	Develop and implement customer satisfaction program for tracking the quality of service delivery.	X		Yes	Customer satisfaction surveys can be configured in CherryRoad helpdesk ITSM software; tracking and reporting of service delivery quality will be provided in the Managed Services Monthly Management Report.

#	Service Management and QA- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.23.8	Provide reporting (e.g. statistics, trends, audits).	X		Yes	The following are standard reports provided by CherryRoad Managed Services: <ul style="list-style-type: none"> • Weekly reporting – Report of ticket progress (New, Open, Closed) • Monthly reporting – <ul style="list-style-type: none"> ○ Status of all Incident and Service requests closed for the previous month ○ Status of open Incidents and Service Requests ○ SLA metrics ○ Customer satisfaction ○ Trend analysis of incidents and problems
2.2.23.9	Receive business requests, monitor and report progress to business.		X	Yes	
2.2.23.10	Prioritize and approve major project or service requests.		X	Yes	
2.2.23.11	Approve requests requiring EFS configuration changes.		X	Yes	
2.2.23.12	Maintain prioritization of project or major service requests.		X	Yes	
2.2.23.13	■ Schedule and lead super user meetings		X	Yes	
2.2.23.14	■ Attend super user meetings		X	Yes	
2.2.23.15	Maintain and document EFS SLAs.		X	Yes	
2.2.23.16	■ Super user team meetings		X	Yes	
2.2.23.17	■ Maintain and document application and database SLAs		X	Yes	

#	Service Management and QA- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.23.18	<ul style="list-style-type: none"> ■ Maintain and document SLAs for infrastructure and support components 		X	No	Oracle will maintain and document SLAs for infrastructure components of the EFS solution
2.2.23.19	Perform quality assurance and quality control programs.		X	Yes	
2.2.23.20	Establish operations and service management quality assurance and control programs.		X	Yes	
2.2.23.21	<ul style="list-style-type: none"> ■ Assess and document stakeholder expectations 		X	Yes	
2.2.23.22	<ul style="list-style-type: none"> ■ Perform quality management assessment reviews and communicate to stakeholders 		X	Yes	
2.2.23.22	<ul style="list-style-type: none"> ■ Monitor progress against quality management assessment action items 		X	Yes	
2.2.23.23	Provide application SLA reporting based on agreed upon form and format.	X		Yes	CherryRoad Service Delivery Manager will provide SLA metrics in form and format agreed upon with the State.

2.2.24 Service Level Reporting

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 25. Service Level Reporting– Roles and Responsibilities

#	Service Level Reporting – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.24.1	Approve and document SLAs and reporting cycles.		X	No	Oracle Cloud Services will document SLAs according to establish reporting cycles.
2.2.24.2	Document SLA requirements and agreements.		X	No	Oracle Cloud Services will document SLAs according to established standards.

#	Service Level Reporting – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.24.3	Report on service performance improvement results.	X		No	Oracle reports to the customer their uptime statistics via the Cloud Service Portal.
2.2.24.4	Measure, analyze, and provide management reports on performance relative to requirements.	X		No	Oracle reports to the customer their uptime statistics via the Cloud Service Portal.
2.2.24.5	Develop SLA improvement plans where appropriate.	X		No	Oracle reports to the customer their uptime statistics via the Cloud Service Portal.
2.2.24.6	Review and approve improvement plans.		X	No	Where improvements relative to service levels are required, Oracle will determine the improvement plans.
2.2.24.7	Implement improvement plans.	X		No	Oracle reports to the customer their uptime statistics via the Cloud Service Portal.
2.2.24.8	Review and approve SLA metrics and performance reports.		X	No	Oracle Cloud Services will provide SLA metrics and performance reports according to Oracle's established reporting processes.

2.3 Business Process Outsourcing (Optional)

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 26. Business Process Outsourcing - Roles and Responsibilities

#	Business Processing Outsourcing – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.3.1	Print and distribute paychecks and deposit advices.	X		No	CherryRoad has not included this optional service in our proposal.
2.3.2	Print and distribute vendor checks.	X		No	CherryRoad has not included this optional service in our proposal.

#	Business Processing Outsourcing – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.3.3	Generate Internal Revenue Service (IRS) related forms and reports including, but not limited to 941, W-2, W-2C, 1099.	X		No	CherryRoad has not included this optional service in our proposal.
2.3.4	Establish printing services in Hawaii on the Island of Oahu.	X		No	CherryRoad has not included this optional service in our proposal.

2.4 Project Team Facilities (Optional)

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 27. Project Team Facilities - Roles and Responsibilities

#	Project Team Facilities – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.4.1	Provide Project Team Facilities sufficient to support co-located Offeror and State staff during the execution of Implementation Services (e.g. conference rooms, furniture, testing and training labs; workstations, printers, Internet and network connectivity).	X		Yes	CherryRoad will provide project team facilities at our office in downtown Honolulu, Hawaii. The office address is 711 Kapiolani Blvd, Suite 975, Honolulu, HI 96813
2.4.2	Establish Project Team Facilities within the Civic Center, downtown Honolulu, Hawaii	X		Yes	CherryRoad will provide project team facilities at our office in downtown Honolulu, Hawaii. The office address is: 711 Kapiolani Blvd, Suite 975, Honolulu, HI 96813



Insert: Appendix F SLA Requirements





Appendix F – Service Level Agreement Requirements

RFP-ERP-2020

1.0 Overview

The State owns the EFS configuration, custom developed/bolt-on applications, and any data entered into EFS by the State. The Offeror shall meet Service Level Agreement (SLAs) commitments and requirements during Implementation and Ongoing Services at all times. SLAs will be evaluated on the sufficiency of descriptions and definitions, breadth of solution coverage, commitment to meeting industry standards, reporting capability, clarity of performance standards and service credit calculations, and ability to meet other SLA requirements in this RFP.

2.0 Implementation and Ongoing Services SLAs

2.1 Offeror Solution SLAs

The Offeror shall provide all SLAs applicable to their proposed solutions, including but not limited to system availability, recovery time, incident response time, and incident resolution time and so forth, in successful achievement of service level requirement goals for this RFP.

Oracle Response:

Application SLA:

Commencing at Oracle's activation of Your production Oracle Cloud Service, Oracle works to meet the Target Service Availability Level, or Target Service Uptime of 99.7%. This is in accordance with the terms set forth in the Cloud Service Pillar documentation for the applicable Oracle Cloud Service (or such other Target Service Availability Level or Target Service Uptime specified by Oracle for the applicable Oracle Cloud Service in such documentation).

The foregoing is contingent on Your adherence to Oracle's recommended minimum technical configuration requirements for accessing and using the Oracle Cloud Services from Your network infrastructure and Your user work stations as set forth in the Program Documentation for the applicable Oracle Cloud Services.

Support SLA:

Service requests for Oracle Cloud Services may be submitted by your designated technical contacts via the Oracle Cloud Customer Support Portal. The severity level of a service request submitted by you is selected by both you and Oracle, and is based on the following severity definitions:

- Severity 1 – Your production use of the Oracle Cloud Services is stopped or so severely impacted that you cannot reasonably continue work. You experience a complete loss of service. The impacted operation is mission critical to the business and the situation is an emergency. A Severity 1 service request has one or more of the following characteristics:
 - Data corrupted
 - A critical documented function is not available
 - Service hangs indefinitely, causing unacceptable or indefinite delays for resources or response
 - Service crashes, and crashes repeatedly after restart attempts

- Oracle will use reasonable efforts to respond to Severity 1 service requests within fifteen (15) minutes. Oracle will work 24x7 until the Severity 1 service request is resolved, a reasonable work-around is put in place, or as long as useful progress can be made. You must provide Oracle with a technical contact during this 24x7 period to assist with data gathering, testing, and applying fixes. You are required to propose this severity classification with great care, so that valid Severity 1 situations obtain the necessary resource allocation from Oracle.
- Severity 2 – You experience a severe loss of service. Important features of the Oracle Cloud Services are unavailable with no acceptable workaround; however, operations can continue in a restricted fashion. Oracle will use reasonable efforts to respond to Severity 2 service requests within two (2) hours during local business hours.
- Severity 3 – You experience a minor loss of service. The impact is an inconvenience, which may require a workaround to restore functionality. Oracle will use reasonable efforts to respond to Severity 3 service requests within three (3) hours during local business hours.
- Severity 4 – You request information, enhancement, or documentation clarification regarding the Oracle Cloud Services, but there is no impact on the operation of such service. You experience no loss of service. Oracle will use reasonable efforts to respond to Severity 4 service requests within eight (8) hours during local business hours

Disaster Recovery SLA:

Recovery time objective (RTO) is Oracle’s objective for the maximum period of time between Oracle’s decision to activate the DR recovery processes described in this document and the point at which You can resume production operations in an alternative site.

Recovery point objective (RPO) is Oracle’s objective for the maximum period of data loss measured as the time from which the first transaction is lost until Oracle’s declaration of the disaster.

The defined RTO is 12 hours and RPO is 1 hour for Oracle Fusion Human Capital Management Cloud Service and Oracle Fusion Enterprise Resource Planning Cloud Service.

2.2 Go-Live Support and M&O (Maintenance and Operations) Services SLAs

The Definitions and SLAs in the table below apply to both Go-Live Support

Table 1. EFS Availability Definitions

Definition	The percentage of total time during which all functions of the EFS is available to the State except for scheduled maintenance.
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Pre-Scheduled Downtime Requirements	<p>All pre-scheduled system downtime, unless otherwise agreed upon in advance by the State, will occur:</p> <ul style="list-style-type: none"> a. For the Production systems with 24x7x365 requirements—all pre-scheduled maintenance shall be performed based on the State’s business needs and during approved maintenance windows only. b. For non-Production systems having non-24x7x365 requirements—pre-scheduled maintenance shall be performed based on the State’s business needs and during approved maintenance windows only.
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Table 2. General System Availability Definitions

General System Availability Service Classes	
SLA Classification	System Type
Services Class 1	Production system environment
Services Class 2	Test environment
Services Class 3	Development environments

Following is the expectation of the State for Go-Live and M&O SLAs. Offerors shall respond “Yes” or “No” to each requirement in the table below. “No” response shall provide a comment. If the SLAs below do not fit Offeror’s SLA policy, Offeror may provide explanation in the comment or attach a separate document as needed to clearly describe Offeror’s proposed process. Offeror shall include, at minimum, same requested information or equivalent information.

Urgency	Impact	Offeror Response	Offeror Comment
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<p>Level 1 - Emergency - System outage on Service Class 1.</p> <ul style="list-style-type: none"> • SLA for responding to Defect call is 15 minutes, includes acknowledging Defect, logging Defect in the Problem Report Database and providing a ticket/tracking number to the caller. • SLA for reporting assessment or resolution and estimated fix date/time for all System components is 2 clock hours. • SLA for using best efforts to correct Defect associated with System component is 12 clock hours. • SLA for correction of Defect or workaround associated with System component is 24 clock hours. <p>Note: This includes all layers (application, database, and connectivity).</p>	<p>Critical</p>	<p>Yes</p>	<p>Your production use of the Oracle Cloud Services is stopped or so severely impacted that You cannot reasonably continue work. You experience a complete loss of service. The impacted operation is mission critical to the business and the situation is an emergency. A Severity 1 service request has one or more of the following characteristics:</p> <ul style="list-style-type: none"> • Data corrupted • A critical documented function is not available • Service hangs indefinitely, causing unacceptable or indefinite delays for resources or response • Service crashes, and crashes repeatedly after restart attempts <p>Oracle will use reasonable efforts to respond to Severity 1 service requests within fifteen (15) minutes. Oracle will work 24x7 until the Severity 1 service request is resolved, a reasonable work-around is put in place, or as long as useful progress can be made. You must provide Oracle with a technical contact</p>
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			<p>during this 24x7 period to assist with data gathering, testing, and applying fixes. You are required to propose this severity classification with great care, so that valid Severity 1 situations obtain the necessary resource allocation from Oracle.</p>
<p>Level 2 - Disabled, No Workaround – A System function or System component does not work as required, and no acceptable workaround is available.</p> <ul style="list-style-type: none"> • SLA for responding to Defect call is 15 minutes, includes acknowledging Defect, logging Defect in the Problem Report Database and providing a ticket/tracking number to the caller. • SLA for reporting assessment or resolution and estimated fix date/time for all System components is 2 clock hours for Service Class 1 and 4 hours for Service Class 2 or 3. • SLA for using best efforts to correct Defect associated with System component is 24 clock hours. • SLA for correction of Defect or workaround associated with System component is 48 clock hours. <p>Note: This includes all layers (application, database, and connectivity).</p>	Critical	Yes	<p>As soon as the SR is created by the State, a SR number is assigned.</p> <p>Oracle defines Severity 2 as You experience a severe loss of service. Important features of the Oracle Cloud Services are unavailable with no acceptable workaround; however, operations can continue in a restricted fashion.</p> <p>Oracle will respond to the State within 2 hours. Oracle will update the SR on a frequency of 24 to 48 hours.</p>

<p>Level 3 - Disabled, Workaround – A System function or System component does not work as required, but a workaround that is acceptable to State is available.</p> <ul style="list-style-type: none"> • SLA for responding to Defect call is 1 hour, includes acknowledging Defect, logging Defect in the Problem Report Database and providing a ticket/tracking number to the caller. • SLA for reporting assessment or resolution and estimated fix date/time for all System components is 8 clock hours for Service Class 1 and 12 hours for Service Class 2 or 3. • SLA for using best efforts to correct Defect associated with System component is 5 calendar days. <p>SLA for correction of Defect associated with System component is 8 calendar days.</p> <p>Note: This includes all layers (application, database, and connectivity).</p>	High	Yes	<p>As soon as the SR is created by the State, an SR number is assigned.</p> <p>Oracle defines Severity 3 as You experience a minor loss of service. The impact is an inconvenience, which may require a workaround to restore functionality.</p> <p>Oracle will respond to the State within 3 hours. Oracle will update the SR on a frequency of 2 to 3 business days.</p>
<p>Level 4 - Minor - Non-critical but having a negative effect on one or more System functions or System components.</p> <ul style="list-style-type: none"> • SLA for responding to Defect call is 1 hour, includes acknowledging Defect, logging Defect in the Problem Report Database and providing a ticket/tracking number to the caller. • SLA for reporting assessment or resolution and estimated fix date/time for all System components is 24 clock hours for all Service Classes. • SLA for using best efforts to correct Defect associated with System component is 8 calendar days. • SLA for correction of problem associated with System component is 11 calendar days. <p>Note: This includes all layers (application, database, and connectivity).</p>	Medium	Yes	<p>As soon as the SR is created by the State, an SR number is assigned.</p> <p>Oracle defines Severity 4 as You request information, enhancement, or documentation clarification regarding the Oracle Cloud Services, but there is no impact on the operation of such service. You experience no loss of service.</p> <p>Oracle will respond to the State within 8 hours. Oracle will update the SR on a frequency of 3 to 5 business days.</p>

2.3 System Operations and Administration SLAs

Offerors shall respond with a description of the service that is provided for each item in the table below.

Table 3. EFS Operations and Administration SLAs

#	System Operations and Administration SLAs	Offeror Response
2.3.1	EFS upgrade, enhancement pack, etc.	Upgrades, which Oracle calls Updates and delivered via continuous delivery model, are conducted Quarterly. Updates take less than 9 hours downtime.
2.3.2	EFS copy (cloning)	Cloning can occur upon customer request by entering a Service Request with Oracle Support for the copy from production to test or test to test.
2.3.3	EFS Patches, etc.	Oracle Cloud Infrastructure has a robust patch management solution that ensures vulnerabilities are evaluated, and patches are deployed across the environment based upon criticality. OCI vulnerability severity is assessed based upon Common Vulnerability Scoring System (CVSS) scoring, and remediation SLAs timelines are based upon the assigned severity and possible business impact.
2.3.4	Incident related (unplanned) Stop/Start	Please review the Support SLA's that are discussed in 2.2 above.
2.3.5	Scheduled (planned) Stop/Start	Oracle provides quarterly updates where the system may be unavailable for up to 9 hours.
2.3.6	Performance Tuning	Oracle Cloud Infrastructure uses a variety of software tools to monitor (i) the availability and performance of customer's production services environment and (ii) the operation of infrastructure and network components. This information is used to verify that Oracle Cloud Infrastructure is meeting all of its requirements. Oracle Cloud Infrastructure also publishes SLAs for its services.

2.4 Backup and Restore SLAs

Offerors shall implement and maintain backup and restoration capabilities for all data, applications, and component configurations. Offerors shall perform incremental backups, full backups, and full archive backups according to the industry best backup and restore practice. Recovery procedures will be capable of restoring service delivery for failed data, applications, and component

configurations according to the Restore SLAs. Furthermore, it is required that EFS backup/restore procedures must guarantee data integrity across landscapes.

Oracle Response:

Oracle periodically makes backups of Your production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services, and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made. Oracle typically does not update, insert, delete or restore Your data on Your behalf. However, on an exception basis and subject to written approval, Oracle may assist You to restore data which You may have lost as a result of Your own actions.

Oracle has identified certain critical internal infrastructure systems that are backed up and can be restored. For these systems, Oracle performs the following backups as applicable:

- Database: Full and incremental backups are created on physical and/or electronic media.
- Archive logs: Full and incremental backups are created on physical and/or electronic media

2.5 Disaster Recovery SLAs

Offerors shall respond with a description of their disaster recovery methods and timeframe in the table below. The State would prefer a disaster recovery site not located in the Hawaiian Islands, to mitigate a local natural disaster.

Table 4. Disaster Recovery SLAs

#	Service Type	Service Measure	Performance Requirement	Offeror Response
2.5.1	Disaster Recovery – recovery of application and systems in a separate disaster recovery location(s)	Recovery Time	48 Hours	<p>Recovery time objective (RTO) is Oracle’s objective for the maximum period of time between Oracle’s decision to activate the DR recovery processes described in this document and the point at which You can resume production operations in an alternative site.</p> <p>Recovery point objective (RPO) is Oracle’s objective for the maximum period of data loss measured as the time from which the first transaction is lost until Oracle’s declaration of the disaster.</p>

				The defined RTO is 12 hours and RPO is 1 hour for Oracle Fusion Human Capital Management Cloud Service and Oracle Fusion Enterprise Resource Planning Cloud Service.
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3.0 SLA Performance Standards and Service Credits

Offeror shall describe method of applying service credits for non-compliance with any of the SLAs provided, including requirements described in this document, and how those service credits are applied to future service and maintenance costs.

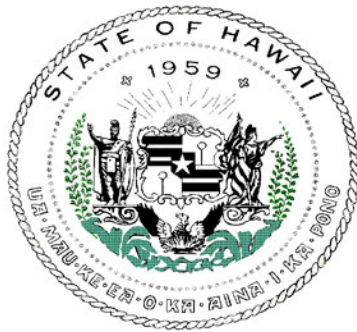
Oracle Response:

As stated in the Oracle Public Cloud SaaS Services Pillar document (<https://www.oracle.com/assets/saas-public-cloud-services-pillar-3610529.pdf>):

For any month in which the Service Availability Level of the affected Oracle SaaS Public Cloud Services is below the applicable Target Service Availability Level (or Target Service Uptime) during a monthly reporting period, you are eligible to receive Service Credits as a percentage of the monthly Applicable Cloud Services Fees:

- 10% when Service Availability Level is less than 99.7% but greater than 99.5% in the applicable calendar month.
- 15% when the Service Availability Level is equal to or less than 99.5% but greater than 99.0% in the applicable calendar month.
- 25% when the Service Availability Level is less than or equal to 99.0% in the applicable calendar month.

In no event may the quantity of Service Credits in a month reporting period exceed 25% of that month's Applicable Cloud Services Fees.



Appendix A-2 – Expansion Phase Requirements
RFP-ERP-2020

Requirements Matrix | Instructions

This requirements matrix is comprised of multiple tabs, and together they contain the full set of requirements for which SOH requires vendor responses.

Please respond to each and every requirement (even ones that appear redundant) as follows:

1. Indicate your response to each line item with an "X" in the appropriate "One Response per Requirement" column, according to the following labels and definitions:

Y = Yes, we meet this requirement out-of-the-box or with configuration capabilities provided within the software.

C = We can meet this requirement via customization/extension-- i.e., for a SaaS solution, the functionality would be provided by building an extension using platform as a service (PaaS) capabilities provided either by the vendor or a third party. (If this column is indicated, please provide an indication of High, Medium, or Low development complexity in the "Customization Complexity" column. Costs of all extensions/customizations by process/functional area should also be noted separately in your Pricing Response.)

3 = We can meet this requirement by partnering with another third party solution. (If this column is indicated, please provide the name of the third party product in the "Comments" column.)

F = We can meet this requirement with a future release of our software. (If this column is indicated, please provide the version and timing of the release in the "Comments" column.)

N = No, we cannot meet this requirement.

2. For each line item, note the name of the module that will handle the required functionality in the "Module/Solution" column, so that SOH can align your module pricing to the requirements.

Core Requirements	
<i>Tab</i>	<i>Topic</i>
Appropriations	Appropriations
Budget	Allocations
Budget	Budget Administration
Budget	Budget Development: Base Budget/Rollover/Versions
Budget	Budget Development: Functionality/Capability
Budget	Budget Development: General
Budget	Budget Document
Budget	Budget Forecasting
Budget	Budget Reporting: General
Budget	Budget Resource Planning
Budget	CIP Budgeting
Budget	General
Budget	Personnel Budget
eProcurement Interface	Application Programming Interface (API)
Grant Management	Budgeting
Grant Management	Commitment Control
Grant Management	Create and Maintain Grant
Grant Management	General
Grant Management	Interfaces
Grant Management	Manage Grant
Grant Management	Monitoring
Grant Management	Outcomes tracking
Grant Management	Record and Track Grant Transactions
Grant Management	Reporting
Grant Management	SOH acts as Grantor
Projects	Capital Budgeting
Projects	Create and Maintain Project
Projects	Create and Maintain Project Budget
Projects	General
Projects	Interface
Projects	Manage Project
Projects	Project Billing
Projects	Project Costing
Projects	Project Expenses
Projects	Project Inquiries
Projects	Project Management Integration
Projects	Project Reports
Projects	Project Setup
Projects	Project Staffing
Projects	Record and Track Project Transactions
Projects	Reporting
Projects	Time Recording
Travel	Audit Requirements
Travel	General
Travel	Other
Travel	Reporting
Travel	Taxes
Travel	Travel Completion
Travel	Travel Management
Travel	Travel Request
Travel	Travel Requests

Projects			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	The system shall provide the ability to submit and process budget request for capital projects, based on project-level budget data and other user-defined criteria.	Capital Budgeting	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Enterprise Performance Management Enterprise Cloud Service		Capital Budgeting is best done in the Capital Budgeting module of Oracle Budgeting Cloud production. Budget Requests can be submitted and the requests are processed as part of the Budget cycle.
2	The system shall provide the ability to integrate capital budgeting	Capital Budgeting	X					Oracle Fusion Enterprise		Oracle provides tools to integrate the Projects
3	The system shall provide the ability to integrate capital expenditure data with the capital budgeting, by user defined criteria (e.g., project, appropriation, year of funding).	Capital Budgeting	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Enterprise Performance Management Enterprise Cloud Service		Capital Budgeting data prepared and adopted in the Oracle EPM Cloud is then interfaced into Oracle PPM Cloud where it can be tracked or enforced against the ongoing projects costs in real time
4	The system shall provide the ability to allow for authorized budget adjustments to capital projects during the year, based on authorization and other user-defined criteria.	Capital Budgeting	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Enterprise Performance Management Enterprise Cloud Service		
5	The system shall provide the ability to budget for multiple years (i.e., a minimum of five years), on an appropriation basis within a project, based on user-defined criteria (e.g., availability of current appropriations).	Capital Budgeting	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Enterprise Performance Management Enterprise Cloud Service		
6	The system shall provide the ability to produce CIP Plan with narrative overviews, project summaries and project details, including scope, cost and schedules, with chart, tables, exhibits, etc., based on user-defined time period.	Capital Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Using Narrative Reporting, detail CIP plans can be created using Capital Budget data.
7	The system shall provide the ability to generate, route, identify dependencies, and track status of C P-related documents through automated workflow, based on user-defined criteria.	Capital Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
8	The system shall provide the ability to track and consolidate capital budgets, actual and budgeted activity, based on user-defined criteria and user-defined workflow.	Capital Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
9	The system shall provide the ability to track and report on historical budget information on capital projects for a minimum of 20 years, in compliance with State's data retention policy, based on user-defined criteria.	Capital Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
10	The system shall provide the ability to both automatically generate and manually assign project numbers based on user-defined criteria (e.g., assign project number generated from external systems; separate numbering sequencing for capital versus non-capital projects).	Create and Maintain Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle Supports Auto numbering for Projects
11	The system shall provide the ability to maintain project detail information (e.g., start and end date of projects; project classification capital versus non-capital; project title/ description), based on user-defined time periods (inception-to-date basis).	Create and Maintain Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle PPM Cloud is a full featured Project planning solution and integrates with industry leading project planning applications like Microsoft Projects and Primavera
12	The system shall provide the ability to identify and structure a project in multiple phases/ cost elements over multiple years with associated budgets.	Create and Maintain Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
13	The system shall provide the ability to maintain and track projects by user-defined criteria (e.g., project title/ description, project phase/ cost element, master project and sub-projects).	Create and Maintain Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Projects		Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements		Y	C	3	F	N			
14	The system shall provide the ability to establish and define unlimited work breakdown structures.	Create and Maintain Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle support up to 50 levels of WBS
15	The system shall provide the ability to maintain multiple versions of project (e.g., proposed project; approved project).	Create and Maintain Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Project Status, organizations can track a project through the various stages - from proposed (submitted) to Draft to Active to Pending Close and finally Close
16	The system shall provide the ability to update the master project budget file with additional allocations and track each separately by amount, date, name of project manager, source of funds, and other user-defined criteria.	Create and Maintain Project Budget	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
17	The system shall provide the ability to retain original budget, augmentations, reallocate, and budget change detail through the project life.	Create and Maintain Project Budget	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Budget changes are tracked as separate transactions along with complete audit trail of the change
18	The system shall provide the ability to immediately provide revised budget status upon the revision of project estimates.	Create and Maintain Project Budget	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
19	The system shall provide the ability to set budget controls for various categories (e.g., administrative overhead, matching funds), based on user-defined criteria.	Create and Maintain Project Budget	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
20	The system shall provide the ability to track budget details, based on user-defined criteria.	Create and Maintain Project Budget	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Control Budget functionality allows Project Budgets to be set at the appropriate level of granularity
21	The system shall provide the ability to perform budgetary control edits prior to posting project transactions.	Create and Maintain Project Budget	X					Oracle Fusion Enterprise Resource Planning Cloud Service		All Project transactions that originate in other Oracle ERP Cloud modules are subject to Funds Check prior to submitting for approval
22	At a minimum, the solution enables tracking of projects via the GL.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects are tracked in the Project ledger
23	The system shall provide the ability to capture effective start and end dates for capital projects, by user defined parameters (e.g., project ID, appropriation, phase/ cost element).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
24	The system shall provide the ability to develop and track budgets, encumbrances/ commitments, and expenditures for capital projects at the summary and detail level, by user-defined time period (e.g., across fiscal years, from project inception to completion, term of bond), based on user-defined criteria (e.g., phase / cost element, multiple funding sources).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The tight integrations between Oracle Procurement and Project Costing allows for tracking of Project encumbrances - obligations (Requisitions) and commitments (Purchase Orders).
25	The system shall provide the ability to calculate debt and finance charges for capital projects, by user defined criteria (e.g., type of financing option).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle can calculate simple or compound interest, but depending on the complexity of the required calculation, this may need to be done outside the system and could be uploaded automatically. Capitalized Interest Option feature provides ability to calculate debt and finance charges for capital projects.
26	The system shall provide the ability to track capital project funding, by source (e.g., bonds, loans), for user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
27	The system shall provide the ability to establish and track encumbrance dates as well as periods of liquidation, based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		The tight integrations between Oracle Procurement and Project Costing allows for live tracking of Project encumbrances - obligations (Requisitions) and commitments (Purchase Orders)

Projects		Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements		Y	C	3	F	N			
28	The system shall provide the ability to generate forecasts for capital projects (including concept projects), by user-defined criteria (e.g., fund, project category), for user-defined time period (e.g., current, five-year duration of entire project).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
29	The system shall provide the ability to develop and reconcile cash flow projections based on user-defined criteria (e.g., cash flow required to meet contract payment schedule).	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
30	The system shall provide the ability to manage capital project closeout based on user-defined criteria and workflow (e.g., final inspection; asset placed in service; completion of punchlist/ final acceptance; release of retention upon completion of punchlist).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
31	The system shall provide the ability to interface with departmental capital project-related systems (e.g. DOE FACTRAK, DOT-HWYS FAST, MS Project Server, SharePoint) based on user-defined criteria.	Interface	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will develop the interface with the delivered Oracle toolset.
32	The system shall provide the ability to distribute cost within a project, based on user-defined criteria (e.g., by category).	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects costs can be distributed manually using the Add transaction page or automatically using Project Allocations
33	The system shall provide the ability to compare actual expenditures to forecasts.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects provides real time variances between Actuals and Budget
34	The system shall provide the ability to track hours expended for all projects by organizational unit, pay period, employee, account number, and other user-defined criteria.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The tight integration with Time Card functionality of Oracle HCM Cloud, users are able to capture detailed labor cost details in projects
35	The system shall provide the ability to track projects based on user-defined criteria (e.g., encumbrances; allocations by fiscal year).	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
36	The system shall provide the ability to generate and submit online project authorization forms and project numbers/identifier for opening and closing projects.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project Status Change workflow approval process provides the ability to route project requests for approval
37	The system shall provide the ability to revise/update project cost estimates and schedules based on user-defined criteria (e.g., revise end dates for contracts tied to projects).	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project Budgets can be revised as often as necessary
38	The system shall provide the ability to prevent costs from being charged to closed projects, closed project phases/sub phases/ cost elements, and/or closed project activities.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects in Closed status are unavailable for use across both the Oracle ERP Cloud and the Oracle HCM Cloud
39	The system shall provide the ability to prevent costs from being charged to closed accounts or "inactive" accounts.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Closed Segment Values are unavailable for use across both the Oracle ERP Cloud and the Oracle HCM Cloud
40	The system shall provide the ability to prevent charges from being allocated or expended to a lapsed appropriation on an inactive project.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects in Closed status are unavailable for use across both the Oracle ERP Cloud and the Oracle HCM Cloud
41	The system shall provide the ability to reject transactions that would result in a project exceeding budget authority, based on user-defined criteria.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle PPM Cloud uses Budget Controls to enforce Absolute, Advisory or track level enforcement of Project Budgets
42	The system shall provide the ability to establish and manage multiple contracts and purchase orders for a single project based on user-defined criteria (e.g., contract beginning and end dates; alerts/ notifications that contract extensions are required; stop-payments for expired contracts).	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		

Projects		Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements		Y	C	3	F	N			
43	The system shall provide the ability to support, via accounts payable and purchasing subsystems, change orders or amendments to contracts with changes reflected in project.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		
44	The system shall provide the ability to "drill back" to the originating documents within a project for the original purchase order or contracts.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service	For project-related costs imported from other Oracle Fusion Cloud applications, the Project transactions provide drill down capability back to the source transaction	
45	The system shall provide the ability to perform contract close-out and publish close-out data on public award website based on user-defined criteria (e.g. total expenditures, performance metrics, major accomplishments, etc.).	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service	Oracle can export data into defined data types which can be placed on the States public facing web sites	
46	The system shall provide the ability to automatically roll-forward into new budget year all previous budget appropriations, including but not limited to: expenditures/encumbrances (separated out by contract and dollar amount), progress payments throughout multiple years for the life of a project, and balances, based on user defined criteria.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
47	The system shall provide the ability to rollover or re-program unused project dollars into other projects and track the dollars based on the original and rollover/reprogram projects over multiple years, within user-defined criteria and parameters (e.g. specific proviso items). This includes the ability to manually perform or bypass the rollover process, based on authorization.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
48	The system shall provide the ability to manage project closeout based on user-defined criteria (e.g., defined business process; closeout checklist).	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
49	The system shall provide the ability to display a warning message or prevent closure of a project with outstanding charges, open or outstanding purchase orders, or which has been over expended.	Manage Project					X		As part of the project close-out process, an interactive report could be used review and take action on outstanding items. Use the Pending Close status to allow existing transactions to be processed.	
50	The system shall provide the ability to generate advance notifications of project end dates, by user-defined process (e.g., prompt at point of user transaction; report), based on user-defined criteria.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
51	The system shall provide the ability to open a closed project and allow for costs/receipts to be applied to either a closed or inactive project, based on user-defined criteria and authorization.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Closed projects can be reopened to allow additional transactions.	
52	The system shall provide the ability to close project codes at the project level, preventing user from having to close each budget line associated with the specified project.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
53	The system shall provide the ability to close projects for specific associated budget lines while others remain active, without the user having to adjust individual lines.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Projects			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
54	The system shall provide the ability to identify and manage inactive or on-hold projects based on user-defined criteria (e.g. not allow time to be charged for inactive or on-hold projects).	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
55	The system shall provide the ability to retrieve data from closed projects.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Closed projects will remain available for data analysis and reporting
56	The system shall provide the ability to retain all accounting transactions relating to projects throughout the project life, based on user-defined criteria.	Manage Project	X					Oracle Fusion Enterprise Resource Planning Cloud Service		All project transactions and their associated accounting entries will be retained indefinitely
57	Projects may be flagged as billable	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects can be flagged Billable for including on Customer Bill
58	Users can create new financial measures and key performance indicators (KPIs) that are then available for inclusion in existing dashboards	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle delivers multiple Project KPIs such as ETC, EAC, etc. However customers can define their own KPIs as well
59	Billing of actual costs incurred	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Use Rate Based invoice method to bill for incurred cost
60	Billing of actual costs incurred with percentage uplift	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Burden Schedules allow for adding a percentage uplift to incurred cost for Customer Billing
61	Milestone-based billing	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
62	Stage payment billing	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
63	Recurring billing amounts with percentage increments	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
64	Percentage of complete billing	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Percent Complete Invoice method allows billing based on project progress
65	User-specified billing schedule	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
66	Time- and rate-based billing (for example, hours worked)	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
67	User-defined billing methods	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
68	Other billing methods	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
69	Invoices may be previewed online before transmission	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Projects			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
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70	Billing process supports retentions	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		Oracle currently does not support retentions. Workaround requires writing custom SLA rules to handle retention
71	Revenue recognition capability	Project Billing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Revenue methods determine how revenue is recognized
72	Projects accumulate employee costs based on actual costs (salary and employment costs)	Project Costing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using a custom report output, Salary and Fringe Cost from Oracle HCM Cloud along with the Time Card data allows Projects to collect actual employee costs
73	Projects accumulate employee costs based on actual costs plus uplift	Project Costing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Burden schedules can be applied on top of Actual Labor Costs
74	Projects accumulate employee costs based on role/employee grade rates	Project Costing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Rate Schedules can be defined by Job Code or Employee
75	Projects accumulate employee costs based on standard costs	Project Costing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Rate Schedules can be defined by Job Code or Employee
76	Project-related expenses automatically transferred from accounts payable (AP)	Project Expenses	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project-related supplier invoices entered in Oracle Fusion Payables is imported into Projects automatically using a scheduled process
77	Purchase orders (POs) for projects automatically recorded as commitments in project module (if vendor has purchasing module)	Project Expenses	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		Project-related requisitions, requests for quotations, and purchase orders entered in Oracle Fusion Purchasing are automatically imported into Projects as outstanding committed costs of requisitions and purchase orders on your projects.
78	Direct entry of project commitments	Project Expenses	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Adjustment Transactions can be entered directly into Project Costing
79	Equipment costs for assets under construction may be recorded in system prior to capitalization	Project Expenses	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle Project Costing also integrates with Oracle Fixed Assets to capture capital assets and retirement adjustment costs
80	Online project analysis with multilevel drill down through work breakdown structures	Project Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Dashboards, Project Inquiry pages, Report and Excel add-in SmartView, users can run complex analysis and drill down on project costs
81	Online project analysis with multilevel drill down through work breakdown structures to compare actual to budget	Project Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Dashboards, Project Inquiry pages, Report and Excel add-in SmartView, users can run complex analysis and drill down on project costs vs Budget amount
82	Billable projects online revenue/expense analysis	Project Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Projects			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
83	Ability to display key project information for project managers on mobile devices	Project Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the Oracle PPM Cloud Mobile app to give team members anytime, anywhere access to their Project Portfolio
84	Integration with Microsoft Project	Project Management Integration	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Microsoft Project integration enables project managers to create projects, complete in-depth scheduling using dependencies and constraints, and perform what-if analysis offline before synchronizing to the Oracle PPM Cloud
85	Integration with other project management tools	Project Management Integration	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will develop the interface with the delivered Oracle toolset.
86	Project detail analysis report	Project Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
87	Print project tasks in Gantt chart format	Project Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
88	Employee utilization report	Project Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
89	User-defined project types (for example, capital and maintenance)	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects can be categories using Project Class category and Project Class Code
90	Work breakdown structure can be defined outside general ledger (GL) code structure	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Work breakdown (Project Tasks) are defined independent of the Accounting code structure
91	Work breakdown structure should support specific analysis elements:	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud		
92	Project	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
93	Task	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project managers can define varying levels of tasks for both project administrator as well as financial management.
94	Activity	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project managers can add Labor and non-labor resources to a project. Expenditure Class, Categories and Type classification provides the ability to categories Project Expenses into distinct categories
95	etc.	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
96	Projects can be grouped into hierarchical structures for aggregate analysis	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project can be group into class category and class code
97	Ability to define project phases with different processing rules for each phase (for example, no billing to client during initial phase)	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Projects		Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements		Y	C	3	F	N			
98	User-defined project expense/revenue classifications	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project expenses are categorized into categories, expenditure type classes, expenditure types, and nonlabor resources.
99	Work breakdown structure and revenue/expense classifications can be mapped to GL accounts	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Expenditure Classification and Types can be assigned to Project transactions based on GI Account or other transaction details
100	Project accumulates data by period (QTD, YTD and inception to date)	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project Cost is collected by day (transaction date) and can be summarized at different levels for reporting
101	Project accumulates totals in base currencies	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
102	Project budgets may be recorded against work breakdown structure	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project budgets can be defined at any level of the work breakdown structure
103	Project budgets may be recorded against summary levels of work breakdown structure	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
104	Ability to record latest estimate to complete in addition to budget	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle Performance reporting provides predefined Project KPIs to determine if a project is on track
105	Ability to define project templates to speed setup	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project templates enable you to quickly create projects that share common features, attributes, and options.
106	Ability to specify project dependencies	Project Setup	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle PPM Cloud supports in-depth project scheduling using dependencies and constraints
107	Ability to define roles associated with a project (for example, surveyor and consultant)	Project Staffing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle PPM Cloud is tightly integrated with Oracle HCM Cloud to access the employees, their Job Codes and assign them as resources to Projects
108	Organizational structure that can assign employees to specific roles (for example, surveyor and consultant)	Project Staffing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Employee
109	Billing rates may be held by role, employee grade and employee	Project Staffing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Rate Schedules can be defined by Job Codes or by Employee
110	Ability to hold standard rates by role, employee grade and employee	Project Staffing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows Project managers to maintain rate schedules for costing, billing, or planning purposes by Job, Person or resource class
111	Ability to assign roles to elements of work breakdown structure	Project Staffing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Resources can be assigned to individual tasks as part of the project resource scheduling process
112	Ability to assign employees to elements of work breakdown structure	Project Staffing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Resources can be assigned to individual tasks as part of the project resource scheduling process
113	Integration with HR system (if vendor provides one) for organization hierarchy, role and employee data	Project Staffing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle PPM Cloud integrates in real-time with Oracle HCM Cloud at the database level

Projects			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
114	Ability to import organization hierarchy from external HR system	Project Staffing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
115	Integration with resourcing system to allocate employees to projects based on skills, availability and preferences	Project Staffing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle PPM Cloud allows resource managers to use advanced evaluation criteria and availability to assign qualified employees to the appropriate tasks on their projects
116	The system shall provide the ability to track and record transactions applicable to individual projects at all levels of the account classification (i.e., organization, program, object, fund, appropriation) by user-defined time period (e.g., month, YTD, inception to date), by organizational level for all projects, based on user-defined criteria.	Record and Track Project Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle ERP Cloud and Oracle HCM Cloud provides users the ability to record Project information for every expenditure and revenue transaction
117	The system shall provide the ability to track project-related salaries, benefits, and other non-salary, labor-related costs, based on user-defined criteria.	Record and Track Project Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle HCM Cloud does not provide the Salaries, Benefits and other Fringe Cost as part of the out of the box Cost collection into Oracle PPM Cloud. However, using a custom OTBI report, the actual cost can be interfaces
118	The system shall provide the ability to record miscellaneous adjustments, reclassifications and interfund transfers associated with project (e.g., transfer of employee labor costs) based on user-defined criteria (e.g., labor cost adjustments tied to specific employee).	Record and Track Project Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows Project Accountants to record external project transaction
119	The system shall provide the ability to calculate burden costs by applying burden cost component(s) to project transactions based on user-defined criteria (e.g., expenditure type), and to track costs by individual cost components.	Record and Track Project Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Burden Schedule allows Project Accountants to apply additional Burden cost to selective transactions
120	The system shall provide the ability to transfer transactions between projects and tasks based on user-defined criteria.	Record and Track Project Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows Project Accountants to transfer Project Costs and other adjustments
121	The system shall provide the ability to generate a master project listing, by any level in the organization (e.g., state-wide, department) based on user-defined criteria (e.g., status information).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
122	The system shall provide the ability to generate a project listing, by any level in the organization (e.g. state-wide, department), by user-defined time period, based on user-defined criteria (e.g., project structure, project phase / cost element, contracts).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
123	The system shall provide the ability to generate project detail transaction reports, based on user-defined time period (e.g., month, quarterly, YTD, inception-to-date), based on user-defined criteria (e.g., comparison of actual to budget, remaining balance).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
124	The system shall provide the ability to generate a report, by project, by user-defined time period (e.g., month, year, inception to date, start date of project, expected end date), based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
125	The system shall provide the ability to generate a project status report (e.g. expenditures by cost element; percent completed; overdue).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Projects		Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements		Y	C	3	F	N			
126	The system shall provide the ability to generate a project distribution summary , by accounting period-to-date, with prior month comparison, actual to budget comparison, and inception-to-date.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
127	The system shall provide the ability to separate prior years expenditures and prior years budget for generally accepted accounting principles (GAAP) and governmental accounting standards board (GASB) reporting, by user-defined period (e.g., Budget Fiscal Year, Accounting fiscal year, calendar year), by user-defined criteria (e.g., inception-to-date budget, remaining budget, multi-year budget).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
128	The system shall provide the ability to report on actual expenditures versus budget, encumbrances, and contract commitments, at any level of the organization based on user-defined criteria (e.g., milestones).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
129	The system shall provide the ability to provide on-going capital project reporting, at any level of the organization based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
130	The system shall provide the ability to produce detail and summary-level capital project reports, based on user-defined criteria (e.g., include/exclude organizational unit).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
131	The system shall provide the ability to generate and reconcile multiple project reports, based on user defined roll-ups and criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
132	The system shall provide the ability to generate capital outlay report, which compares budget to high-level plan, for user-defined time period (e.g., 10-year period), based on user-defined criteria (e.g., by funding source).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Enterprise Performance Management Enterprise Cloud Service		
133	The system shall provide the ability to generate reports on private activity, by bond issuance, based on IRS requirements and bond-funded project timeframes (e.g., at proposal (budget request), allotment (approval to proceed with project), project completion stages (when the asset is put into service), and changes in activity related to asset).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
134	The system shall provide the ability to generate reports on retainage and end of year accruals based on user-defined criteria (e.g., in compliance with requirements for year-end audited financial statements).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
135	Ability for employees to enter timesheets online	Time Recording	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
136	Offline timesheet entry with automatic synchronization	Time Recording	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
137	Mobile timesheet entry capability	Time Recording	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
138	Ability to record billable and nonbillable time	Time Recording	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Time reported can be flagged as Billable and Nonbillable
139	Ability to log timesheet approval by client prior to processing	Time Recording	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Projects			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
140	Ability to enter expenses to be billed to client	Time Recording	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Employees must submit their Expense report using the Expense module in Oracle ERP Cloud

Appropriations			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	Ability to track appropriations based on user-defined criteria	Appropriations	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Appropriations can be defined, tracked, and enforced in Oracle using Budgetary Controls
2	Ability to perform and track various types of adjustments to authorized appropriations, across multiple years, including but not limited to the following:	Appropriations	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Appropriation Budgets can be updated by authorized users. The Justifications for the Budget change can be recorded as part of the adjustment
3	Ability to process adjustments retroactively, based on user-defined criteria	Appropriations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service		
4	Ability to enter appropriations through an user-defined template, with system-generated notifications (e.g., notification to budget specialist)	Appropriations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle provides the ability to enter Budgets using a spreadsheet template. Notification is generated to the Budget manager.
5	Ability by authorized users to override appropriation control, and to track/review transactions which occur due to override	Appropriations	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provide Override budget controls capability which triggers an approval workflow prior to overriding the transaction
6	Ability to reconcile allocations and appropriations, to monitor allocations levels versus appropriation levels, based on user-defined criteria (e.g., type of appropriation; general fund versus federal funds), to restrict release of allocations until final appropriation authority is approved	Appropriations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
7	Ability to track multi-appropriations balances at year-end to roll the appropriations balances forward to new fiscal year as opposed to enactment year	Appropriations	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Carry Forward Funds Available' process can selectively carry forward the unused funds to the following year

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	Ability to generate allocation documents to define the purpose of the allocation, rationale for allocation, guidelines for implementation, allocation of resources (i.e., how positions and funds are to be distributed by cost center and character), and additional user defined criteria	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle Planning Cloud allows users to enter allocations
2	Allow for a designated program manager to complete the allocation documents	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
3	Allow for the draft allocation document to be routed for approval based on user-defined criteria	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Organization can define different Scenarios and versions to track their Allocation numbers from request to adoption process
4	Ability to report on the timeline and current status of all stages of the allocation process, including but not limited to the creation and approval of allocation documents	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
5	Ability to maintain all completed allocated documents and make them available for read-only access	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		All data in EPM Planning Cloud can be secured and made available as read-only for posterity using security
6	Ability to sort completed allocation documents by program, allocation number, program title, and other user-defined criteria	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
7	Ability to define required fields (e.g., cost centers) for the input of allocations into an expenditure plan	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
8	Produce a report of Program Managers based on user-defined criteria (e.g., current year)	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle provides multiple reporting options to meet the different needs and capabilities of the users - SmartView, FR Studio reports etc.
9	Ability for approval by electronic signature and to designate final approval as defined by the SOH	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Approval Workflow can be configured per organizations needs to ensure the budget changes are routed for approval to the appropriate approvers.
10	Ability for program manager to initiate a subsequent allocation document and ensure the funds needed for allocation is available before issuing allocation document, and also reserve those funds so no expenditure plan or transfer can occur	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
11	Allow attachment(s) be added to the allocation document to provide additional information	Allocations	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Users can record attachments, comments and supporting details for all entries in Oracle EPM Planning cloud.
12	Ability to compare appropriations to actual expenditures, based on user-defined criteria (e.g., to any level provided by budget detail)	Budget Administration	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service		Once the appropriations are finalized and adopted, they are interfaced into Oracle ERP Cloud as Budget or Control Budget where users can run variance reports on Budget vs Actuals
13	Ability to track fund totals, appropriation totals, positions, expenditures, and revenues/receipts	Budget Administration	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service		Budget dimensions and hierarchy allow an organization to define the level of Budgeting.

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
14	Ability to compare authorized allocation authority to actual expenditures, based on user-defined criteria (e.g., to any level provided by budget detail)	Budget Administration	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service		Once the appropriations are finalized and adopted, they are interfaced into Oracle ERP Cloud as Budget or Control Budget where users can run variance reports on Budget vs Actuals
15	Ability to support allocation transfers tracking over user-defined periods (e.g., over multiple years, over multiple fiscal years), based on user-defined criteria (e.g., by authority)	Budget Administration	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows organization to define multiple years for Budgeting and Forecasting
16	Ability to support allocation transfers (e.g., between characters or programs) tracking over user-defined periods (e.g., over multiple years, over multiple fiscal years), based on user-defined criteria (e.g., by authority)	Budget Administration	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service		
17	Provide flexibility to accommodate future change to budget allocation at the sub-organization level either within another module or separately procured system, without requiring rework of the activities included in the scope of this procurement	Budget Administration	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service		
18	Ability for authorized users to designate which budget "version" to use to create a base budget for the beginning of a budget development cycle	Budget Development Base Budget/Rollover/Versions	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows users to define Scenarios and versions to manage the different stages and versions of Budget data
19	Ability to roll over base budget amounts each fiscal year, which can be further adjusted to reflect the enacted budget and other appropriation legislation	Budget Development Base Budget/Rollover/Versions	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Base budget data can be prepared by copying prior year Budget data
20	Ability to drill down to a level of detail that accounts for all prior year adjustments	Budget Development Base Budget/Rollover/Versions	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
21	Ability to include and/or exclude accounts or budget items from the rollover process, and to specify amounts to roll over, based on user-defined criteria	Budget Development Base Budget/Rollover/Versions	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
22	Ability to identify adjustments to the base budget, based on user-defined budget categories (e.g., COLA, WSF, new or expanded program)	Budget Development Base Budget/Rollover/Versions	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Workforce Budget can be adjusted every year for COLA increase and other adjustments
23	Provide version control capability	Budget Development Base Budget/Rollover/Versions	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle ERP Planning Cloud allows users to define Scenarios and versions to manage the different stages and versions of Budget data
24	Ability to track requested, recommended and approved budget, and decision level, with the ability to rollover data from one budget version/stage to the next budget version/stage	Budget Development Base Budget/Rollover/Versions	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows users to define scenarios for each phase of Budgeting and copy them over to the next stage through the budget process
25	Ability to track and display budget changes associated with each version, based on user-defined criteria	Budget Development Base Budget/Rollover/Versions	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
26	Ability to generate financial plans by organizational level (e.g. unit, section, branch, division, department/office based on user-defined criteria	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows Top-down or Bottom-up budgeting

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
27	Ability to generate financial plan templates based on user-defined parameters	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
28	Ability to develop budgets (e.g., expenditures), based on user-defined parameters (e.g., category, object, program structure, fund, item of appropriations, and organization structure) including, but not limited to the following:	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle allows organizations to configure the delivered dimensions as well as add custom dimensions to meet the appropriate level of budgeting
29	Ability for each organizational unit to develop and modify a budget at any level of the organizational structure and at any level of the program structure, throughout the budget development process	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle allows organizations to configure the delivered dimensions as well as add custom dimensions to meet the appropriate level of budgeting
30	Ability to approve changes to the budgeted amounts in any budget version (e.g., development budgets, enacted budget), based on a user-defined process and audit trail	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows users to define scenarios for each phase of Budgeting and copy them over to the next stage through the budget process
31	Ability to apply a percentage increase or decrease to a single or range of budget figures, based on user-defined criteria (e.g., organization structure, program structure, fund, appropriation)	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle forms allow users to adjust budget using percentage, Spread option to spread values from a parent cell to its children, or using Grid Split across multiple dimensions
32	Ability to distribute to a range of budget figures, based on user-defined criteria (e.g., proportionally based on percent of a whole), with maintenance of distribution calculations. Turnover Savings calculations	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
33	Ability to capture detailed budgeted revenues/receipts adjustments, by fund, by appropriation, by source of receipt, and by other user-defined parameters	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
34	Ability to calculate and optionally distribute adjustments (e.g., COLA, growth and population adjustments, employee compensation and retirement, and reimbursement rates), based on user-defined parameters	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
35	Ability to consolidate organizational unit budgets (e.g., expenditures, transfers, and revenues/receipts), actual and budgeted, at any level of the organizational structure, across organizational structures	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Using hierarchy, the underlying Essbase cube allows Budget data to be consolidated to various roll-up levels in real-time
36	Ability to establish budget revenues/receipts and transfers by source, by fund, by appropriation, by user-defined time period (e.g., fiscal year), by any level within the organizational structure, and by any other user-defined parameter.(NGF 37-47 reports.)	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows Revenue budget planning
37	Ability to develop budget revenue/receipt estimates, by fund, by appropriation, by source of receipt, and by other user-defined criteria	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
38	Ability to utilize and maintain data from multiple external sources (e.g., student enrollment projections, B&F Variance reports)	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Using Data management utility, Oracle EPM Planning cloud allows the ability to interface data from multiple external sources
39	Ability to load financial plan templates to be used as the allocation	Budget Development Functionality/Capability	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
40	Ability to define entry worksheets based on user-defined criteria	Budget Development General	X					Oracle Enterprise Performance Management		Oracle data entry Forms can be personalized per organization needs

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
41	Ability to integrate user-defined entry worksheets with budget entry screens. (Including Program inputs on Trade off / Transfers / new requests)	Budget Development General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
42	Ability to create and save personal configurations of the entry worksheet	Budget Development General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Some usability features on the Oracle data entry Forms can be personalized by users
43	Ability to develop and save budgets based on any user-defined stage/version in the budget development cycle without impacting budgets for other stages/versions.	Budget Development General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Each Budget scenario can be updated independently without affecting the other scenarios or versions
44	(e.g., House could have HD1, HD2, etc. Senate could have SD1, SD2, etc. Conference could have CD1, CD2, etc.)	Budget Development General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
45	Ability to record audit trail information (including user ID) when changes are made to budget information within a stage of the budget development cycle, based on user-defined parameters (e.g., by department, by version)	Budget Development General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		The 'Change History' feature tracks details for every change made to a data value, including the user who made the change, date, old value, and new value are displayed.
46	Ability to record audit trail information when information is moved from one stage of the budget development cycle to another stage, based on user-defined parameters (e.g., by department, by version)	Budget Development General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		The 'Change History' feature tracks details for every change made to a data value, including the user who made the change, date, old value, and new value are displayed.
47	Ability to analyze data at any stage of the budget development cycle, by user-defined level of detail (e.g., by any level within the SOH's organizational hierarchy; by account number; by account name/description), based on user-defined criteria	Budget Development General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows users to analyze and compare Budgets by scenario and version in addition to other Budget dimensions such as Budget Year, Entity etc.
48	Ability to produce user-defined budget documents (e.g., budget highlights at any level of the organization structure, fund condition at any level of the organization structure)	Budget Document	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
49	Ability to export and merge data and text (e.g., budget narrative) for the production of budget documents	Budget Document	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Narrative Reporting module of Oracle allows organizations to combine data and narrative text to generate press ready budget documents
50	Ability to produce and update the budget document and all reports, including supplemental reports and schedules, in a web-based format, which provides the ability to have pop-up screens and sidebars and to be downloaded by external users	Budget Document	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
51	Provide annotation of changes and revisions for budget document narratives, based on user-defined criteria (e.g., system-generated changes; user changes)	Budget Document	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Narrative reporting provides users a platform to collaboratively build the Budget document using the collaborative features of Microsoft Word
52	Ability to track and manage changes or revisions to the budget document narratives	Budget Document	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Narrative reporting provides users a platform to collaboratively build the Budget document using the collaborative features of Microsoft Word
53	Provide a fully featured modeling function	Budget Forecasting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Organizations can model multiple complex financial and operational what-if scenarios with large-scale, free-form ad-hoc modeling using the Strategic Modeling module

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
54	Ability to perform "what if" budgeting modeling and analysis, at any user-defined level (e.g., individual employee, project, and program), for multiple user-defined criteria and parameters	Budget Forecasting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Organizations can Perform what-if analysis using the Scenario Manager
55	Ability to forecast based on user-defined parameters	Budget Forecasting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
56	Ability to export and import budget forecasting data from and to external systems (e.g., demographics)	Budget Forecasting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Strategic modeling support import of external data using csv format
57	Ability to assign effective dates to user-defined parameters (e.g., object detail), to create projections that support compounded increases or decreases, based on set value or percentage value, over multiple year budgets.	Budget Forecasting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
58	Ability to change projections at any time during the fiscal year, based on user-defined criteria (e.g., state economic forecasts), for user-defined parameters, including, but not limited to the following:	Budget Forecasting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
59	Ability to save an unlimited number of forecasting models, with assigned model owner, maintaining them for historical purposes.	Budget Forecasting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
60	Ability to produce and maintain multi-year, long range forecasts, for a minimum ten year period.	Budget Forecasting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Model's can be defined with different time structure and they can be defined to use different levels of granularity for different years
61	Ability to model across-the-board budget changes for revenue/receipt and/or expenditures,.	Budget Forecasting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
62	Ability to generate summary and detail level projection reports, by user-defined criteria (e.g. B&F Org, Program ID, department/office, by user-defined time period, for user-defined parameters	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
63	Ability to generate statements/reports/documents of budgeted expenditures, bonds, transfers, and revenues/receipts in comparison with prior years budgeted and actual expenditures, bonds, transfers, and revenues/receipts, based on user-defined parameters (e.g., as of given date, any level of the organization structure, object structure, by fund, by appropriation)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
64	Ability to generate statements/reports/documents of actual expenditures, bonds, transfers, and/or revenues/receipts by any level within the organizational structure, by appropriation structure, by program structure, by user-defined time period (e.g., current or prior fiscal year history; calendar year; multiple years; state and federal FY)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
65	Ability to generate statements/reports/documents comparing budgeted versus actual expenditures, bonds, transfers, or revenues/receipts by any level within the organizational structure, by appropriation structure, by program structure, by user-defined time period (e.g., current or prior fiscal year history; calendar year; multiple years; accounting FY, budget FY)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
66	Ability to generate statements/reports/documents comparing projected versus actual expenditures, reimbursements, loans, bonds, transfers, or revenues/receipts by any level within the organizational structure, by appropriation structure, by program structure, by user-defined time period (e.g., current or prior fiscal year history; calendar year; multiple years; accounting FY, budget FY)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
67	Ability to generate budget reports at any level within the organization (e.g. department, office, district, complex area, complex), by program structure, by project structure, by fund, by appropriation, by object code, by other user-defined criteria (e.g., any named version of the budget), including but not limited to the following information:	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Using Financial Reporting Web Studio organizations can build rich reports with grids, charts, images, text boxes, headers, and footers and all reporting capabilities
68	Proposed budget (adopted, adjusted, multi-year), for user-defined period	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
69	Actual revenues/receipts, encumbrances, expenditures and transfers, for user-defined period (e.g., Current YTD, inception-to-date)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
70	Prior years actual revenues/receipts, encumbrances, expenditures, transfers, and percentage, for user-defined period	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
71	Funding Transfers (including history), for user-defined period	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
72	Encumbrances (e.g., carry-over, accruals, multi-years), for user-defined period	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service		
73	Fund Balance (e.g., changes over user-defined time period; loans outstanding)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
74	Accruals (e.g., changes over user-defined time period)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
75	Positions	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
76	Budget Projections (e.g., revenues/receipts, expenditures, reimbursements, loans)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
77	Budget Forecasts	Budget Reporting General	X					Oracle Enterprise Performance Management		
78	Extrapolation, based on user-defined criteria (e.g., Straight line extrapolation based on YTD; straight line total encumbrance)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service		

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
79	Ability to print online comments entered at the budget line item level regarding purpose of budget request by any level within the organizational structure, with access (view/edit) to comments based on user-defined authorization	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
80	Ability to generate allocation/allotment reports, for user-defined time period (e.g., quarterly), based on user-defined criteria	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
81	Ability to generate position control reports, based on user-defined criteria (e.g., filled positions vs. budgeted; projected salary savings)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
82	Ability to generate budget revenue/receipt forecast reports	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
83	Ability to generate a report that identifies all incremental changes between multiple versions of the budget or points in time, based on user-defined criteria	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
84	Ability to generate an adjustment report that reconciles all adjustments to the enacted budget	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
85	Ability to aggregate data for SOH-wide reports, based on user-defined criteria	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
86	Ability to "lock out" organizational units or budget items, based on user-defined criteria	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Using Security, users can be selectively restricted access to Organization Units or Entities
87	Ability for "view only" access to organizational units and users during budget development and enactment processes	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Using Security, users can be selectively limited to read-only access to Organization Units or Entities
88	Ability to define multiple document approval stages and track a record of the budget at each user-defined stage	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Using Approval functionality, organizations can define a multi-stage approval process
89	Ability to support distribution, publishing, and tracking of budget documents to external stakeholders	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
90	Ability to accommodate multiple methods of budgeting, including but not limited to:	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
91	Academic Plan (text-data merge with the Financial Plan)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
92	Program Budgeting	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows organization to use direct entry to plan a top-down budget
93	Line-Item Budgeting	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows organization to use direct entry to plan a bottom-up budget
94	Zero-Based Budgeting	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows organization to use direct entry to plan a ZBB
95	Performance-based Budgeting	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud allows organization to use revenue drivers or expense drivers or trends to plan and forecast budget

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
96	Ability to identify and distinguish federal and state funding sources, and to support the authorization process for receipt of federal funds, based on user-defined criteria (e.g., by program, by project)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
97	Ability to roll-up accounts based on user-defined criteria (e.g., across any level of the organization structure)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
98	Ability to support budget changes required as a result of reorganization (within any level in the organization structure), consistent with changes (proposed or actual), to the accounting organization structure, based on user-defined effective date(s)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
99	Ability to perform calculations based on user-defined rules and guidelines, user-defined time periods, and user authorization level	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Calculation Manager enables users to develop sophisticated business rules
100	Ability to integrate carryover data with the budget process, including but not limited to budget planning, budget documents, and budget forecasting, based on user-defined criteria (e.g., add or remove "one-times")	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
101	Provide word processing capability for entering narrative, using user-defined templates and based on user-defined parameters (e.g., user-defined limits on amount of narrative). This capability shall include but not be limited to:	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
102	Formatting (e.g., bold, underline, font color)	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Narrative Reporting uses Microsoft Word's document editing and formatting capabilities
103	Spell Check	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Spell Check is provided by browser selected language.
104	Custom Dictionary	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Dictionary is provided by browser selected language.
105	Thesaurus	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Thesaurus is provided by browser selected language.
106	Ability to download and upload budget narrative to word processing tools, while retaining original format	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Narrative reports are developed using Microsoft Word. They can be exported as Word or converted to PDF for publishing
107	Ability to maintain (store), print, download and/or upload budget information for all budget phases in various user-defined formats (e.g., MS Excel, MS Access, Adobe.pdf, .jpg, XML), based on user-defined parameters	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle allows users to use the power of the Microsoft Office suite applications like Word, PowerPoint and Excel along with the Planning Cloud to generate reports using data from multiple sources
108	For general budget, support online access (in production environment) to historical budget and actual information, for a minimum of 3 previous bienniums, based on user-defined criteria	Budget Reporting General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
109	Multi-Year display (two previous years, two current years, 4 planning years)	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle data entry forms and reports can be configured to display budget for multiple years

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
110	Approval Workflow (for budget plans up until BOE submittal)	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle EPM Planning Cloud delivers Approval functionality that can be configured to meet the Budget approval process of the organization
111	Plan Phase Tracking (As budget plan moves through the various stages, we need the ability to report on and provide comparisons at each phase)	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
112	Document Management for plan submissions and supporting documents	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
113	Reports/Outputs for SOH leadership, BOE, Budget and Finance and the Legislature	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
114	Provide ability to collect and process the data via the new electronic system and produce the Forms via a reporting function in a "pixel perfect" replication for State B&F as they require paper. Budget Plan Submissions for Budget and Finance and Legislature including (Form A, B, C, FF, BJ Tables and Variances). State of Hawaii B&F Budget Forms == https://budget.hawaii.gov/budget/budget-forms/	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
115	Inquiries module (Inquiries to Budget office and responses)	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Any user to the system has a communication mechanism to ask questions and receive answers.
116	Ability to accommodate new submission requirements by Decision Making entities (BOE, GOV and/or Legislature may require budget plans to be submitted in various formats which may change from year to-year)	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
117	Provide ability to post web reports for public consumption	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Narrative Reports and Web Studio reports can be generated to HTML or PDF format for public consumption
118	Salary Projections	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
119	Program Dashboards - KPI (Budget to Actual and Position Appropriated, Established, Filled, Vacant)	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle Planning Cloud comes pre-delivered with Dashboards with rich visual representations of the Budget data
120	Request bank, programs can develop future budget plans and decide which budget year they would like to submit them	Budget Resource Planning	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
121	Provide budgeting functionality for C Ps	CIP Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Oracle Project module provides organizations to budget Construction in Process projects
122	Ability to accommodate multiple methods of budgeting (e.g. Zero-based and Performance-based)	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
123	Ability to support all user-defined phases of the budget cycle (e.g., BOE Request, SOH, Executive Budget, House Drafts, Senate Drafts, Conference Budget, Act) by user-defined parameters	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
124	Ability to track budget changes during the budget development process, based on user-defined criteria (e.g., differences in funds/programs/revenues/expenditure amounts, by object of expenditure)	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		

Budget		Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements		Y	C	3	F	N			
125	Provide word processing capability for entering narrative, using user-defined templates and based on user-defined parameters (e.g., user-defined limits on amount of narrative)	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Narrative Reporting uses the Protect feature of Microsoft Word to create a template and enforce formatting across the Budget document
126	Ability to maintain (store), print, download and/or upload budget information for all budget phases in various user-defined formats (e.g., Google Sheets, Google Docs, MS Excel, MS Access, Adobe.pdf, .jpg, XML), based on user-defined parameters	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		MS Excel, PDF, XML, CSV formats are supported. CSV formats can be opened by Google sheets, MS Access etc.
127	For general budget, support online access (in production environment) to historical budget and actual information, for a minimum of 7 previous biennium's, based on user-defined criteria	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
128	Ability to load and perform salary and benefit compensation projections, based on user-defined criteria	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
129	Provide budgeting capabilities, identifying and maintaining information related to positions	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Workforce Budgeting modules can be configured to budget by Position, employee or both
130	Ability to use multiple criteria (e.g., COLAs; across the board adjustments; step increments; pay differentials; special pay; retention bonuses) to project compensation, based on user-defined parameters (e.g., classification, location)	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Workforce Budgeting module can be configured to include various components of Workforce Budget data including multiple Tiers and options
131	Ability to track and summarize positions based on any user-defined stage in the budget process and on any level within the organizational structure, based on user-defined criteria (e.g., certificated, classified, support services personnel, etc.)	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
132	Ability for Programs to reconcile position control with personnel records from the HR System. Eliminate manual monitoring of position ceilings	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Workforce Budgeting uses data from the HR system of record to prepare the Workforce budget. Data from HR is imported prior to the start of the Budget cycle
133	Provide a fully featured function for benefit and associated expense calculation based on user-defined criteria relevant to position attributes, incumbent employee attributes, and vacancy projections	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
134	Provide real-time access and updates (to salary, pay differentials, recruitment and retention bonuses, and fringe benefits) relative to positions and its attributes, by user-defined criteria (e.g., bargaining unit, classification, location, program)	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Workforce budgeting calculates the Position budget at the detail level based on the various Payroll and Fringe Benefit components defined by the organization
135	Ability to project budgeted and adjusted salary and benefit projection (from YTD actuals or known pending adjustments) based on positions and other user-defined parameters	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
136	Ability to allocate and track budget and actual personnel usage (appropriated, established, filled, vacant), by FTE, based on user-defined criteria (e.g. department, office)	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Workforce Budgeting also provides FTE budgeting capabilities
137	Ability to accumulate summary salary and wages information, based on user-defined format	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		

Budget			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
138	Ability to allow authorized personnel to adjust budgeted amounts (for salaries and for benefits) by fund, by appropriation and by program resulting from: funding changes, additional allocations, to cover shortages, or for correction of errors made and provide a complete history and audit trail of all adjustments	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
139	Ability to report on budgeted versus actual personnel expenditures, including but not limited to overtime expenditures, based on user-defined parameters	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Actual data from HR is imported periodically into EPM Planning Cloud to run variances
140	Ability to determine/calculate position counts, full time equivalents, employee counts, and automatically adjust the counts when position changes and employee changes occur, based on user-defined parameters (e.g., by organizational unit, by fund, and by bargaining unit)	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
141	Ability to report on actuals and to project future employer costs (e.g., state share of costs for social security, increases due to MOUs) for salaries and benefits for positions, based on user-defined criteria (e.g., percentage, flat rate per employee)	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
142	Ability to calculate the lump sum payment due to staff upon retirement based upon user-defined criteria (e.g., age, leave balance, salary, and effective date of retirement)	Personnel Budget	X					Oracle Enterprise Performance Management Enterprise Cloud Service		

Travel	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
1	On a monthly basis, provide a random selection of X% of intra-State travel completion reports for audit purposes	Audit Requirements	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle Expense Auditing configuration provides a wide variety of options to audit and track travel and expense reporting and reimbursement
2	Ability to create and send documentation to employee for appropriate action; track on software	Audit Requirements	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
3	Ability to track specific vendors and amounts associated with T&E expense reimbursements	Audit Requirements	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
4	Ability to track specific vendors associated with individual P-Card purchases	Audit Requirements	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
5	Provide visibility into historic travel expense data	Audit Requirements	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Auditing reporting for expenses are available with seeded reporting and integrated business intelligence reporting
6	Ability to create a travel record that contains the initial T&E request and approvals	Audit Requirements	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Travel Authorization requests can be created and tracked for approval
7	The system shall provide the ability to process and track different types of employee expenses (e.g., travel, relocation, mileage) and other reimbursements (e.g., facilities rentals), based on user-configurable rules (e.g., business rules), with ability to drill-down to all detail.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Expense transactions can be from any number of expense types and accounts
8	The system shall provide the ability for web-based data entry and filing of expense claims based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The application is web based and there is a mobile application for expense entry from Android and Apple devices
9	The system shall provide the ability to electronically manage and route the required supporting documentation (e.g., travel reimbursement package) as part of the online approval process.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Workflow approval routing for expenses are available via mobile, the application or e-mail.
10	The system shall provide for the delegation of authority via workflow and maintenance of audit trail (e.g., action taken and by whom).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
11	The system shall provide the ability to manage and track status of employee advances and employee expense claims via workflow.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Cash advances are available and tracking in the system through expense claims are integrated in expense management
12	The system shall provide the ability to allocate employee expenses based on user defined categories (e.g., Program, organization) and percentages.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Accounting definition by program and organization is available to users as they
13	The system shall provide the ability for an authorized user to reject/return/modify an employee advance request or employee expense claim back to requestor for correction.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Approval workflow allows approvers to reject, request for more information, modify, forward and many other options
14	The system shall provide the ability to generate notification to requestor of the reason(s) for modified (e.g., reduced, cut) employee expense claim or employee advance request.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
15	The system shall provide the ability to process employee advances, including full or partial liquidation of an employee advance from an employee expense claim.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
16	The system shall provide the ability to process respective balance due amounts when employee expense claim exceeds employee advance.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Travel	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
17	The system shall support the ability to match expense report line items to uploaded procurement card and credit card statements (e.g., rental car charges billed directly to credit card).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
18	The system shall provide the ability to track if receipts (e.g., travel documentation) have been received and/or audited.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
19	The system shall interface with HR systems for employee profile information (e.g., bargaining unit rules, nonbargaining unit rules).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle can interface to the HR system to gather profile information for but not for bargaining unit rules.
20	The system shall provide the ability to track and report overdue employee advances.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
21	The system shall provide the ability to age employee advances and to generate a letter and/or e-mail to employees with expense advances based on a user-defined criteria (e.g., employee advance outstanding 30 days, employee advance has been cleared due to filing of employee expense claim).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
22	The system shall provide the ability to make employee reimbursement payments directly to employee's bank account.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Direct deposit and payment methods are available to be setup and modified as needed
23	The system shall provide the ability to identify and process deviations from approved travel, including generation of receivables and personal expenses, based on user-defined criteria and business rules (e.g., personal time associated with travel).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the ability classify personal expenses on travel expenses. This then requires employee to pay the credit card company. Personal expenses can be recognized and accounting is adjusted as needed
24	The system shall provide the ability to track travel cancellations, including applicable credits (e.g., airline ticket credits), based on user-defined criteria.	General			X			Oracle Fusion Enterprise Resource Planning Cloud Service		This would be handled within your Travel Reservation system, and Oracle integrates with the Sabre GetThere application.
25	Ability to monitor travel credits for future travel use	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
26	Online help documentation	Other	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Appliation On-line help is integrated as well as videos for expense training and help
27	Portal for traveler to determine status of travel request/completion	Other	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Mobile application or the application is avialable to use on mobile devices
28	Support both travelers filing their own expense reports and also secretarial support for the same.	Other	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Delegation to support staff is available
29	The system shall provide the ability for management to generate expenditure report information by program, employee, organizational unit, fiscal year, various expenditure criteria (account classification), and/or other user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Seeded Expenditure reports and transactional Business Intelligence reports are flexible available to meet various reporting needs. CherryRoad has a library of prebuilt reports which can be integrated easily with Oracle BI tools.
30	The system shall provide the ability to generate reports to management on the status of expense claims, by approval history, and by other user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Travel	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
31	The system shall provide the ability to generate report/ queries to identify specific expenses, by organization/ expenditure code, fiscal year, description, vendor, and other user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
32	The system shall provide the ability to generate reports on travel based on user-defined criteria (e.g., by bargaining unit, by travel type) and user-defined time period.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
33	The system shall provide the ability to export all related employee expense data in a user-defined format.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
34	The system shall provide the ability to identify taxable/reportable payments (including reportable mileage) based on user-defined criteria (e.g., for same day travel, per diem is taxable; employee receives an out of state per diem and actual travel expenses are less than those established by CBAs).	Taxes	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Taxes are configurable for expense transactions
35	The system shall provide the ability to interface to payroll and generate mandated reports/ forms for taxable/reportable expense payments (e.g. W-2).	Taxes	X					Fusion Enterprise Resource Planning Cloud Service		CherryRoad will develop the interface with the delivered Oracle toolset.
36	The system shall provide the ability to interface with data from State collective bargaining agreements (CBAs) and Federal CONUS (Continental United States) allowable costs to determine taxable income for travel.	Taxes	X					Fusion Enterprise Resource Planning Cloud Service		
37	Automatic conversion of data and documentation from Travel Request to Travel Completion	Travel Completion	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Expenses tracks all requests by an employee for authorization of future expenses.
38	Ability to adjust itinerary upon return, including adjustment of per diem allowance due to additional business travel and/or personal travel	Travel Completion	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Expense reports on submission are able to specify personal expenses
39	Direct deposit of travel advance to employee's bank account for additional reimbursements	Travel Completion	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
40	Automate foreign currency exchange for international travel	Travel Completion	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Automatic Currency conversion is configurable
41	Rule-based workflow and electronic approval; disallow continuation of workflow until all requirements are met (i.e. receipts are attached for each business expense other than per diem and air travel/hotel if PO was processed - cross-referenced);	Travel Completion	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Receipt attachment rules and approval workflow rules are configurable as needed
42	Allow an alternate workflow if there are significant changes in travel (i.e., Increase of 15% or more owed to the traveler or an increase of \$75 or more, Change in destination, Change in account codes, Change in the distribution of account codes, Itinerary change of a day or more)	Travel Completion	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the ability to configure workflow rules within the Expense report application, however for items that related to Travel booking those would be handled by that application.
43	Allow changes to GL distribution	Travel Completion	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Accounting is editable on the expense lines
44	Allow reimbursement adjustments for excess lodging based on policy	Travel Completion	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Travel policies are configurable for lodging
45	Comply with tax laws on excess per diem payments and provide a reporting mechanism for taxable amounts (to be included with salaries and wages)	Travel Completion					X	Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle Expenses would not allow this situation to happen.

Travel ID#	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity H / M / L	Offeror Comments
			Y	C	3	F	N			
46	Mobile application for Travel Completion approval <organization to specify required mobile operating system(s)>	Travel Completion	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle Fusion Expenses runs on iOS or Android.
47	Travel Management integration (e.g., integration with a solution that handles travel bookings; automated audit/validation of travel compliance with policy, including pricing policies and timing policies; expense reporting; receipt submission; final expense approval; etc.)	Travel Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle works with the Sabre GetThere application. Serving millions of business travelers in over 100 countries, GetThere is the industry's most sophisticated and reliable online travel management solution.
48	Ability to generate an expense report/reimbursement request "template" that is able to be populated automatically as documentation is submitted.	Travel Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Oracle Expense Assistant is a skill within the Oracle Fusion Applications Digital Assistant that allows users to create and manage their expenses using a conversational experience. After you enable Expense Assistant, users in your organization can use conversational channels, such as SMS from their mobile phones to perform common expense tasks conveniently.
49	Online itinerary that integrates with Travel Request form	Travel Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
50	Calculate per diem allowance based on collective bargaining unit contracts, including calculations for business versus personal travel based on agency rules (e.g., allowable time for travel with change in time zone, etc.); allow for exceptions (i.e. Lanai travelers)	Travel Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Rates and rules will need to be loaded into Oracle.
51	Incorporate agency travel compliance rules including the completion of supplemental forms as necessary	Travel Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
52	Incorporate FAR (federal funds only) for CONUS regulations	Travel Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
53	Ability to book air travel and hotel accommodations based on itinerary (optional for employee)	Travel Management			X			Oracle Fusion Enterprise Resource Planning Cloud Service		Expenses supports integration with the GetThere travel partner. In addition, integration with other travel partners is supported using REST services. Expenses provides you the flexibility to integrate with multiple travel partners to meet the requirements of your organization.
54	Option for an employee to book travel outside of the application and ability to record the itinerary in the system	Travel Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
55	Allow the attachment of travel documentation	Travel Request	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
56	Direct deposit of travel advance to employee's bank account	Travel Request	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Travel ID#	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity H / M / L	Offeror Comments
			Y	C	3	F	N			
57	Rule based workflow and electronic approval; disallow continuation of workflow until all requirements are met (i.e., receipts are attached for each business expense other than per diem and air travel/hotel if PO was processed - cross-referenced)	Travel Request	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Receipt requirements can prevent submission
58	Allows multiple GL distributions per travel line item; GL distributions may be split by percentage, amount, quantity	Travel Request	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows employees to split by amount.
59	Mobile application for Travel Request approval	Travel Request	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Approvals are available in the mobile application
60	Allow for "no-cost" travel	Travel Request	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
61	Allow for adjustments to travel information following the initial travel request and/or approval	Travel Request	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
62	The system shall provide the ability to initiate online travel requests and obtain online travel authorization approval, while automating the compliance/verification of user-defined travel policies.	Travel Requests	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Travel authorization online includes approval workflow and policy validations
63	The system shall provide the ability to define business rules for travel requests and reimbursements based on category of traveler (e.g., student, teacher) and other user-defined criteria.	Travel Requests	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
64	The system shall provide the ability to automatically generate calculations based on state approved rates (e.g., IRS mileage rate; per diems), with the ability of the requestor to override standard entries with explanation.	Travel Requests	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Automated calculations are created for mileage and per diems per policies
65	The system shall provide the ability to flag for review any travel dates that overlap with other travel dates or claims.	Travel Requests			X					Overlapping travel dates can be checked by your reservations provider. Oracle integrates with Sabre GetThere application.

eProcurement Interface		Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements		Y	C	3	F	N			
1	API to/from the State's eProcurement platform expected to be launched in 2022 (<i>RFP in progress</i>)	Application Programming Interface (API)	X						CherryRoad will develop the interface with the delivered Oracle toolset.	
2	API to include:	Application Programming Interface (API)								
3	budget/funds verification and encumber funds for P Card usage	Application Programming Interface (API)	X						CherryRoad will develop the interface with the delivered Oracle toolset.	
4	import vendor master data and remittance information	Application Programming Interface (API)	X					Oracle Fusion Procurement Cloud Service	CherryRoad will develop the interface with the delivered Oracle toolset.	
5	validate account codes used inbound to EFS	Application Programming Interface (API)	X					Oracle Fusion Procurement Cloud Service	CherryRoad will develop the interface with the delivered Oracle toolset.	
6	validation with Hawaii Compliance Express (HCE)	Application Programming Interface (API)	X						CherryRoad will develop the interface with the delivered Oracle toolset.	

Grant Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	For new grants, the system shall provide the ability to integrate with the budget execution process including but not limited to:	Budgeting	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Enterprise Performance Management Enterprise Cloud Service		Approval Workflow can be configured to route the Award through the budget execution process
2	Submission to Governor (and/or other authorizing department)	Budgeting	X					Oracle Enterprise		
3	Request to DAGS for appropriation symbol	Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
4	Request to B&F for allotment for funds (A19)	Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
5	Requests to B&F for increase in budget ceiling (for new grants, which are on-going versus one-time)	Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
6	For increased awards to existing grants, the system shall provide the ability to integrate with the budget execution process including but not limited to:	Budgeting	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Enterprise Performance Management Enterprise Cloud Service		Approval Workflow can be configured to route the Award through the budget execution process
7	Submission to Governor (and/or other authorizing department) for approval to increase appropriation ceiling and expend	Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
8	Request to DAGS for increased appropriation ceiling	Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
9	Request to B&F for allotment for funds (A19)	Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
10	Requests to B&F for increase in budget ceiling	Budgeting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
11	The system shall provide the ability to set budget controls for various categories (e.g., funding source, cost category, administrative overhead, matching funds), based on user-defined criteria (e.g., as a percentage or a flat amount).	Commitment Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Users can enable Budgetary controls for Projects either at the Award, Project, Resource, Funding Source
12	The system shall provide the ability to track budget controls, based on user-defined criteria.	Commitment Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Budget Control provides organization various options in tracking Project Budgets
13	The system shall provide the ability to perform budgetary control edits prior to posting grant transactions.	Commitment Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service		All Project transactions initiated in subledger modules are subject to budget Controls (Fund Check and Fund Reserve)
14	The system shall provide the ability to both automatically and manually generate grant numbers based on user-defined criteria (e.g., many departments use Federal grant number to track grants).	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Contract type can be set to auto numbering to auto number Grant Awards
15	The system shall provide the ability to maintain grant detail information, based on user-defined time periods (e.g., grant inception-to-date).	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Grants uses Projects to track costs. Costs are track in projects by transaction date. This allows the ability to report Grant information based on different time periods

Grant Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
16	The system shall provide the ability to maintain and track grants by user-defined criteria (e.g., grantor information; grantee information; funds, CFDA number, formula vs. discretionary grants; investment).	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the ability to track different Grant attributes such as CFDA number, Sponsor Award number, Federal Aid Project #, Proposal number, etc. in addition to the addition of custom field to track other attributes
17	The system shall provide the ability to establish grant and sub-grant(s) structure (e.g., program ID), and to manage the relationship within this structure.	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
18	The system shall provide the ability to manage grants with sub-grantee(s) who are responsible for awarding and managing grant dollars to other entities (e.g., counties who are sub-grantees for Homeland Security grants that award dollars to other entities in their county).	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		Oracle functionality around subrecipient is limited to tracking the Subrecipient as a Supplier and associating the Purchase Orders to the Award
19	The system shall provide the ability to identify user-defined cost categories for reporting purposes (e.g., Title II; federal budget cost categories state budget cost categories).	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Expenditure Type, project costs can be categorized for reporting
20	The system shall provide the ability to automate alignment of state budget cost categories with federal budget cost categories based on user-defined criteria.	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Expenditure Type, project costs can be aligned to federal budget cost categories
21	The system shall provide the ability to track and maintain awards for multiple grant years based on user-defined criteria.	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the capability to manage multi-year grants
22	The system shall provide the ability to copy award information based on user-defined criteria (e.g., copy award from current FY to next FY).	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
23	Ability to both automatically and manually generate grant numbers based on configurable criteria	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Contract type can be set to auto numbering to auto number Grant Awards. If Auto numbering is turned off, Grant Awards can be assigned numbers manually
24	Ability to maintain grant detail information, including but not limited to award date, lapse date, liquidation date, etc.	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides delivered fields to track the comment Award related dates. However, using DFF extension fields, the system can be configured to capture additional attributes
25	Ability to maintain and track grants by user-defined criteria (e.g., grant number, grantor information, funds, CFDA number, formula vs. discretionary grants, etc.)	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the ability to track different Grant attributes such as CFDA number, Sponsor Award number, Federal Aid Project #, Proposal number, etc. in addition to the addition of custom field to track other attributes
26	Ability to establish grant and sub-grant(s) structure, and to manage the relationship within this structure	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the ability to link the subrecipient and the associated Purchase Order to the original Grant Award
27	Ability to identify user-defined budget / cost categories for reporting purposes	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Expenditure Type, project costs can be categorized per the customers needs
28	Ability to track and maintain awards for multiple grant years based on configurable criteria	Create and Maintain Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the capability to manage multi-year grants

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29	At a minimum, the solution enables tracking of grants via the GL	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Grants are tracked using Projects in the Projects ledger. They are not tracked in General Ledger
30	Accommodate multiple fiscal calendars (i.e., Hawaii vs. federal) and provide the ability to generate grants reporting using either calendar as the basis.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects can be defined to use different calendars
31	The system shall provide support for grant proposal development process based on user-defined criteria , including but not limited to the following related processes:	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
32	Develop new, continuation and revised proposals	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
33	Enter all related program/proposal Information(e.g., organization, persons, special items, resources, keywords, etc.)	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Proposal information can be captured using Awards in Draft status.
34	Respond to compliance questions/queries	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
35	Review and customize biographical info and other supporting data	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		Personnel information can be captured using Awards in Draft status.
36	Send status notification to related parties	General	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
37	The system shall provide the ability to protect sensitive information as required throughout the grant development and award process.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Enterprise Performance Management Enterprise Cloud Service		Using the Principal Investigator role and other roles, Award information can be limited to authorized users
38	The system shall maintain data, manage the process, and provide workflow across the entire grant cycle, from development through award to closure, based on user-defined criteria and approvals (e.g., grant name/ description; date application submitted; date application approved by grantor; grant beginning/ close-out date).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle PPM Cloud delivers Approval Workflow functionality for various changes to a Award
39	The system shall provide the ability to insert narratives and to include attachments to the grant record, including but not limited to: Federal award letters, special conditions, grantor correspondence, etc.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Notes and attachments can be attached to a Grant Award
40	Maintain data, manage the process, and provide workflow across the entire grant cycle, from the beginning to close-out date	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Approval Workflow can be configured for various changes to the Award.
41	Ability to insert narratives and to include attachments to the grant record, including but not limited to: Federal award letters, special conditions, grantor correspondence, etc.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Notes and attachments can be attached to a Grant Award
42	The system shall provide the ability to interface with grant-related Federal Government databases included but not limited to: SAM.gov and Grants.gov.	Interfaces	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will develop the interface with the delivered Oracle toolset.
43	The system shall provide the ability to generate grant award letters and contract awards, based on user-defined templates and user-defined criteria (e.g., incorporate grant requirements into sub-grantee award letters and documentation).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		

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44	The system shall provide the ability to establish and manage multiple contracts tied to a specific grant based on user-defined criteria (e.g., contracts to multiple sub-grantees).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		
45	The system shall provide the ability to develop and maintain budgets for sub-grantees based on user-defined criteria (e.g., freeze initial detailed budget worksheet; maintain budget throughout the life of the grant).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		
46	The system shall provide the ability to confirm contractor compliance, including cross-reference with vendor exclusion lists (e.g., SAM, HCE).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service; Oracle Fusion Risk Management Cloud Service		Attributes on Supplier data can be used to track Contractor compliance
47	The system shall provide the ability to distribute costs within a grant, based on user-defined criteria (e.g., by category).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Costs can be distributed within a Grant either manually using the Projects transaction page or automatically using Projects allocation
48	The system shall provide the ability to calculate, track, control, and report on indirect costs (e.g., capital depreciation expenses) based on user-defined criteria and user-defined time period.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Indirect projects, Oracle allows organizations to track indirect cost and subsequently allocate them appropriately to projects
49	The system shall provide the ability to compare actual expenditures to forecasts.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides multiple Cost based KPI to track and forecast project costs
50	The system shall provide the ability to calculate available grant balances from user-defined criteria (e.g., expenditures; encumbrances).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Award dashboard provide this information in realtime
51	The system shall provide the ability to manually enter on-line and to automate recording of grant encumbrances for labor, usages and miscellaneous related transactions based on user-defined criteria.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects allow Costs to be entered manually
52	The system shall provide the ability to generate grant billings based on user-defined criteria (e.g., grantor requirements; itemize by sub-grantee) and reconcile receipts based on grant invoices.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Each Award generate a Customer Contract that uses the associated Bill Plan and Billing controls to generate reimbursement invoices
53	The system shall provide the ability to process request for draw-down of Federal funds based on user-defined criteria (e.g., flag transaction errors to prevent drawing down on these transactions).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Project Billing generates the invoice details required to initiate a Draw down. However Draw-downs are done outside of Oracle Cloud application. They are recorded using a Receipt and reconciled using the Bank statement
54	The system shall provide the ability to process internal billings to other state agencies (e.g., sub-grantees) based on user-defined criteria (e.g., incorporating specific grant forms within the electronic workflow).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle support internal billing to other state agencies
55	The system shall provide the ability to manage billings by sub-grantee, based on user-defined criteria (e.g., place holds on payments to sub-grantees for non-performance; in compliance with Transparency Act, confirm that sub-grantee check is cashed).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Sub-grantees can be managed as suppliers using the Accounts Payable functionality

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56	The system shall provide the ability to monitor the status of grant related receivables/receipts, refunds (e.g., for funds overdrawn), and deferrals/retention based on user-defined criteria..	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Accounts Receivables will detailed information on the open Receivables and the status of the remittance	
57	The system shall provide the ability to prevent transactions posting against an expired, inactive, or otherwise "closed" grant, with ability to override based on user-defined authorization.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Closing a Contract closes the associated award which then prevents any transactions from being recorded against the underlying Project	
58	The system shall provide the ability to track hours expended for all grants/programs by organizational unit, pay period, employee, account number and other user-defined criteria.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Using Oracle HCM Cloud's Timesheet functionality, organizations can enforce Projects and tasks level reporting on timesheets to subsequently allow the capture of detailed labor cost	
59	The system shall provide the ability to generate advance notifications of grant end dates or other user-specified events and alerts (e.g., expenses due, draw-down of funds, expenditure balances), by user-defined process (e.g., prompt at point of user transaction; report), based on user-defined criteria.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
60	The system shall provide the ability to support processing of carryovers, grant extensions and amendments based on user-defined criteria.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Oracle supports grant extensions, amendments and carryovers	
61	The system shall provide the ability to close a grant for purposes of incurring new obligations, and to leave a grant open for purposes of expenditures tied to existing obligations.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
62	The system shall provide the ability to close and reopen grant codes at the grant/program level, preventing users from having to close each budget line associated with the specified grant/program.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Grants are closed by closing the associated Contract	
63	The system shall provide the ability to close and reopen grants for specific associated budget lines while others remain active, without the user having to adjust individual lines.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
64	The system shall provide the ability to integrate with SPO website for contract close-out reporting based on user-defined criteria (e.g. total expenditures, major accomplishments, etc.).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Analytics Cloud; Fusion ERP Analytics	CherryRoad will develop the interface with the delivered Oracle toolset.	
65	The system shall have the ability to track and reconcile federal funds, including those awarded for a special purpose or a grant, based on user-defined criteria (e.g., budget adjustments at the fund/office level).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
66	The system shall provide the ability to track compliance with federal funding requirements based on user-defined criteria (e.g., track A133 audits across departments).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
67	The system shall provide the ability to reconcile grant data with external funding agency data based on user-defined criteria.	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

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68	The system shall provide the ability to identify and maintain detail for State/ other non-federal funds, and in-kind contribution used as a match for federal fund grants and to prevent the counting of these same funds as a match more than once based on user-defined criteria (e.g. match requirements set forth in an award letter; maintenance of effort requirement; match for sub-grantees).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Funding Sources, organizations can track the various source of Grant funds
69	The system shall provide the ability to calculate costs to State programs receiving Federal funds, which can be allocated in accordance with the State of Hawaii's Cost Allocation Plan and/or department cost-allocation plans (e.g., DHS Cost Allocation Plan).	Manage Grant	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Enterprise Performance Management Enterprise Cloud Service		
70	The system shall provide the ability to monitor/calculate the total interest earned by grants which have an appropriation account included in the investment pool.	Manage Grant			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
71	The system shall provide self-service capabilities for sub-grantees, including but not limited to: view contract information; submission of forms, such as change request and reimbursement request.	Manage Grant	X					Oracle Fusion Procurement Cloud Service		Supplier Portal can be used to provide Sub-grantees access to contract information and reimbursement request invoices.
72	The system shall provide the ability to establish monitoring requirements, by grant, by organization (e.g., sub-grantee), based on user-defined criteria (e.g., 20% of service providers required to be audited by specific date, etc.)	Monitoring	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
73	The system shall provide the ability to trigger or initiate monitoring activities based on user-defined criteria (e.g., audit results).	Monitoring	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Risk Management Cloud Service		
74	The system shall provide the ability to create and perform adhoc and pre-defined analytical calculations based on user-defined criteria (e.g., sub-grantee actual expenditures versus budgeted; sub-grantee actual units of services versus budgeted).	Monitoring	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
75	The system shall provide the ability to enter and associate individual and/or organization contact information in relation to specific monitoring cases.	Monitoring	X					Oracle Fusion Risk Management Cloud Service		
76	The system shall provide the ability to track monitoring recommendations, corrective actions and responses.	Monitoring	X					Oracle Fusion Risk Management Cloud Service		
77	The system shall provide the ability to assign monitoring codes to each case and maintain recommendations.	Monitoring	X					Oracle Fusion Risk Management Cloud Service		
78	The system shall provide the ability to display and report summary and detailed monitoring case information.	Monitoring	X					Oracle Fusion Risk Management Cloud Service		
79	The system shall provide the ability to track complaint information and sources of complaints.	Monitoring	X					Oracle Fusion Risk Management Cloud Service		
80	The system shall provide the ability to electronically enter and associate monitoring reports with contractors, including but not limited to: cleared/resolved findings, corrective actions.	Monitoring	X					Oracle Fusion Risk Management Cloud Service		

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81	The system shall provide the ability to issue, print and track notices of non-compliance.	Monitoring	X					Oracle Fusion Risk Management Cloud Service		
82	The system shall maintain an archive of contractor (e.g., sub-grantee) reports and performance information, by grant, based on user-defined criteria.	Monitoring	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
83	The system shall provide the ability to electronically generate and transmit notices of non-compliance based on user-defined criteria including but not limited to: date of non-compliance.	Monitoring	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
84	Alignment/linking of grant outcomes to funded academic plans	Outcomes tracking	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
85	Support multiple separate projects to track specific expenditures toward specific promises/outcomes at the individual grantee level	Outcomes tracking	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
86	Tracking enablement for specific grants and outside funding which SOH tracks, including IDEA, various Titles, e-Rate, etc.	Outcomes tracking	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
87	Ability to track grant requirements and outcomes throughout the lifecycle of the grant and monitor progress	Outcomes tracking	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
88	The system shall provide the ability to track and record transactions applicable to individual grants at all levels of the account classification (i.e., organization, program, object, fund, appropriation) by user-defined time period (e.g., month, YTD, inception to date), by organization level for all grants, based on user-defined criteria (e.g., expenditures vs. budgeted; expenditures vs. revenues; grant budget; grant amount per participant).	Record and Track Grant Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Awards use Projects to track details project expenditure transactions.
89	The system shall provide the ability to track and record grant-related salaries, benefits, and other non-salary, labor-related costs, based on user-defined criteria (e.g., in compliance with payroll certification requirements set forth in OMB Circular A-87, Attachment B, Paragraph 8 h.(3)).	Record and Track Grant Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Awards use Projects to track details project expenditure transactions. Using Activity based reporting, timesheets can be configured to require Project and task level reporting that can then be interface to Projects for labor cost collections
90	The system shall provide the ability to record miscellaneous adjustments, reclassifications and interfund transfers associated with grants.	Record and Track Grant Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Expenditure transactions against the Award projects can be adjusted as necessary
91	The system shall provide the ability to track fixed assets purchased with grant funding based on user-defined criteria.	Record and Track Grant Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
92	Ability to track and record transactions applicable to individual grants at all levels of the account classification (i.e., organization, program, object, fund, appropriation) by user-defined time period (e.g., month, YTD, inception to date), by organization level for all grants, based on user-defined criteria (e.g., expenditures vs. budgeted, expenditures vs. revenues, grant budget, grant amount per participant, etc.)	Record and Track Grant Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Projects associated with the Award allows for detailed cost collection across the entire Oracle ERP Cloud application
93	Ability to record miscellaneous adjustments, reclassifications and interfund transfers associated with grants (e.g., FIFO adjustments to	Record and Track Grant Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud		
94	Ability to track fixed assets purchased with grant funding based on configurable criteria	Record and Track Grant Transactions	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

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95	The system shall provide a grant dashboard based on user-defined criteria (e.g., dashboard view for grants managers of assigned grants).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Oracle delivers dashboards to provide PIs and Grant administrators quick access to Award financial data	
96	The system shall provide the ability to generate a grant/sub-grant listing, by user-defined time period (e.g., Accounting Fiscal Year, Budget Fiscal Year), based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
97	The system shall provide the ability to generate grant/sub-grant detail transaction reports, based on user-defined time period (e.g., month, quarterly, YTD, inception-to-date), based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
98	The system shall provide the ability to generate a query and/or report (with drill-down capability) by grant/sub-grant, by user-defined time period (e.g., month, year, inception to date), by other user-defined parameters (e.g., Federal Catalog Number, Legislative District), based on user-defined criteria (e.g., budgeted vs. actuals).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
99	The system shall provide the ability to generate a query and/or report on grants at all levels of the account classification (e.g., organization, program, object, fund, appropriation), with the ability to summarize across departments, based on user-defined criteria (e.g., expenditures vs. budgeted; expenditures vs. revenues).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
100	The system shall provide the ability to separate prior years expenditures and prior years budget for generally accepted accounting principles (GAAP) and governmental accounting standards board (GASB) reporting, by user-defined period (e.g., Accounting fiscal year, Budget fiscal year, calendar year), by user-defined criteria (e.g., inception-to-date budget, remaining budget, multi-year budget).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
101	The system shall provide the ability to customize the "roll up" of individual account line items into various personnel, operating or other categories to comply with grant reporting requirements.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
102	The system shall provide the ability to generate expenditure and exception reports for compliance with funding agency reporting requirements and compliance, based on user-defined criteria (e.g., by sub grantee).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
103	The system shall provide the ability to transmit and receive reports/information electronically to/from all grantee/grantor agencies, based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
104	The system shall provide the ability to generate reports, based on specific grant requirements (e.g., only specific line items are eligible expenditures) and other user-defined requirements.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
105	The system shall provide the ability to generate federal financial reporting and payment requisition forms by any level within the organization structure, by project number, by federal/state grant number, by program structure, and by any other user-defined identifier.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
106	The system shall provide the ability to generate payroll certification reports required by Federal grant requirements, in compliance with OMB Circular A-87, Attachment B, Paragraph 8.h (3).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

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107	The system shall provide the ability to generate report on State/ other non-federal funds, and in-kind contribution used as a match for federal fund grants based on user-defined criteria (e.g. match requirements set forth in an award letter; maintenance of effort requirement).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
108	The system shall provide the ability to generate Federal grant reports in compliance with Federal Cost Principles and Allowable Costs set forth in OMB circulars (e.g. A-122)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
109	The system shall provide the ability to generate single and program-specific audits in compliance with Federal grant requirements set forth in OMB Circular A-133, including but not limited to:	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
110	Financial Statements	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
111	OMB Circular A-133 Compliance Report	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
112	Schedule of Expenditures of Federal Awards (SEFA)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
113	The system shall provide the ability to generate reports in compliance with MWBE (Minority and Women Owned Business Enterprise) reporting requirements, EPA green initiatives, and other Federal reporting requirements	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service; Oracle Fusion Procurement Cloud Service		
114	The system shall provide the ability to generate audit reports based on user-defined criteria (e.g., report with assumptions and related criteria used to develop billing rates).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
115	The system shall provide the ability to automatically upload and incorporate the approved/valid Indirect Cost Rate and Fringe Benefit Rate to be used in the Federal Financial Report.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
116	The system shall provide the ability to generate the Indirect Cost Rate Proposal based on federal grant requirements set forth in OMB Circular A-133.	Reporting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
117	The system shall provide the ability to automatically update the USDA contact information on Indirect Cost Rate Proposal Submission (e.g., name, mailing address, e-mail address, contact number).	Reporting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
118	The system shall support online submission of the Indirect Cost Rate Proposal based on user-defined criteria.	Reporting	X					Oracle Enterprise Performance Management Enterprise Cloud Service		CherryRoad will develop the interface with the delivered Oracle toolset.
119	Provide a grant dashboard based on user-defined criteria (e.g., dashboard view for grants managers/accountants of assigned grants)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
120	Ability to generate a grant/sub-grant listing by user-defined time period (e.g., Accounting Fiscal Year, Budget Fiscal Year) based on configurable criteria	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
121	Ability to generate grant/sub-grant detail transaction reports, and to generate a query and/or report (with drill-down capability), based on user-defined time period (e.g., month, quarter, YTD, inception-to-date), based on configurable criteria	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

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122	Ability to generate a query and/or report on grants at all levels of the account classification (e.g., organization, program, object, fund, appropriation)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
123	Ability to report budget and expenditures based on user-defined budget / cost categories; by user-defined period and user-defined criteria	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
124	Ability to customize the "roll up" of individual account line items into various personnel, operating or other categories to comply with grant reporting requirements	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
125	Ability to generate expenditure and exception reports for compliance with funding agency reporting requirements and compliance, based on user-defined criteria (e.g., by sub grantee)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
126	Ability to transmit and receive reports/information electronically, to and from all grantee and grantor agencies, based on user-defined criteria	Reporting	X							CherryRoad will develop the interface with the delivered Oracle toolset.
127	Ability to generate reports based on specific grant requirements (e.g., only specific line items are eligible expenditures) and other user-defined requirements	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
128	Ability to generate payroll certification reports required by Federal grant requirements, in compliance with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
129	Ability to generate report on State/other non-federal funds, such as cost sharing, matching, or in-kind contribution used as a match for federal fund grants	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
130	Ability to generate Federal grant reports in compliance with the Uniform Guidance, including but not limited to:	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
131	(1) Financial Reports (e.g., SF-425)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
132	(2) Schedule of Expenditures of Federal Awards (SEFA)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
133	Ability to automate recurring searches/reports	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
134	Ability to internally track grant proposal status, and accommodate the upload of associated documentation in multiple file formats	SOH acts as Grantor	X					Oracle Fusion Procurement Cloud Service		
135	Ability to manage online grant applications, monitor for completion, and automate compliance checks and communication	SOH acts as Grantor	X					Oracle Fusion Procurement Cloud Service		
136	Ability to create and design grant forms in a flexible way that is adaptable to multiple grant types, lengths, etc.	SOH acts as Grantor	X					Oracle Fusion Procurement Cloud Service		
137	Ability to track grantee interactions and manage grantee relationships.	SOH acts as Grantor	X					Oracle Fusion Procurement Cloud Service		

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
1	The system shall provide the ability to comply with all provisions of federal law and regulations pertaining to retaining the bondholders' exemption from federal income taxation on interest paid on state bonds.	Bond Accounting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
2	The system shall provide the ability to transfer Cash between Sub-	Bond Accounting			X			Cash and Liquidity		CherryRoad has included Kyriba as the
3	The system shall provide the ability to account for bond escrow investments and to provide user-defined notification of maturity and interest earnings for debt service payments.	Bond Accounting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
4	The system shall provide the ability to calculate debt service requirements for all outstanding bonds, by payment types (e.g., principal, interest, total), by time period (e.g., fiscal year, fiscal quarter), by category (e.g., GO, GOR, revenue) and by department/entity (e.g., DHHL, Highways, Airports, Harbors, etc.) .	Bond Accounting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
5	The system shall have the ability to sub-total debt service requirements based on user-defined criteria.	Bond Accounting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
6	The system shall provide the ability to compute accrued interest payable.	Bond Accounting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
7	The system shall provide the ability to amortize bond issuance cost, deferred gain/loss on bond refunding, bond premiums and discounts and easily adjust, if applicable, for defeasements.	Bond Accounting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
8	The system shall have the ability to provide bond administration system functionality, by bond type (e.g., General Obligation, General Obligation Reimbursable, and Revenue), including but not limited to:	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
9	Set up Bond Issuance schedule	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
10	Prepare Closing Instructions	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
11	Calculate and Service Debt	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
12	Reconcile Bonds Outstanding	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
13	Manage Fee Contract (e.g., set up contract; fee payments)	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
14	Manage IRS requirements related to non-purpose investments (e.g., rebate calculations and payments).	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
15	Manage Swaps (e.g., set up swap; swap payments; swap accruals)	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
16	Set up and Calculate Amortization Schedule (e.g., by fiscal year, by fiscal quarter)	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
17	Maintain (e.g., modify) Amortization Schedule	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
18	The system shall provide the ability to maintain and report bond information including but not limited to: bond balances, series, date of issuance, investment rates, maturity dates, original amount, and callable/noncallable.	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
19	The system shall provide the ability to track bonds based on user-defined criteria (e.g., callable vs. non-callable; type of bond).	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
20	The system shall provide the ability to track the type of bond issuance during the budget request process.	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
21	The system shall provide the ability to track expenditures and cash balance by bond issuance based on user-defined criteria.	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
22	The system shall provide the ability to track bond reserves (e.g., opening and ending balances, additions and deletions) based on user-defined criteria (e.g., by project).	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
23	The system shall provide the ability to record defeasements and track defeased bonds based on user-defined criteria.	Bond Administration			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
24	The system shall have the ability to provide debt management system functionality, including but not limited to:	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
25	Set Up and Maintain Financing Calendar	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
26	Set up Bonds	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
27	Calculate Basis Mismatch and Bond Yield	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
28	Payment of Debt Service	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
29	Transfer Agent Services for State Issued Bonds	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
30	Fiscal Agent Services for State Issued Bonds	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
31	Ad Hoc and Trend Analysis (e.g., interest rates in bond market; financial and economic trends that impact bonds)	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
32	Required Reporting (e.g., disclosure)	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
33	The system shall provide the ability to generate forecasts for debt ratio based on forecasting debt requirements to projected General Fund revenues over a user-defined time period, based on user-defined criteria.	Debt Management			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
34	The system shall provide the ability to accumulate loans at any attribute (or combination of attributes) associated with the account or organizational structure, by project structure, by phase/cost element, over multiple years, for a user-defined time period.	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
35	The system shall provide the ability to support loans (e.g., interfund loans, program loans, intrafund loans) tracking, by any level in the organizational hierarchy, by user-defined periods (e.g., over multiple years, over multiple fiscal years), based on user-defined parameters, including but not limited to:	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
36	Fund	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
37	Appropriation	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
38	Organization Structure	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
39	Project(s)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
40	Loan Date	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
41	Interest Rate	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
42	Payments (principal and interest)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
43	YTD Payments (inflow vs. outflow)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
44	Payment Dates (inflow vs. outflow)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
45	Penalties/Interest	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
46	User-defined Loan Category (e.g., leveraged; restricted)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
47	Loan Terms	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
48	Legal/Federal Loan Requirements	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
49	Authority (Citation and Amount)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
50	Decisions To Forgive Debt (partial or full)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
51	Fees/ NSF	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
52	Write-offs As Bad Debt	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
53	The system shall provide the ability to track loan activity, based on user-defined criteria, including but not limited to:	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
54	Source of Loan: (e.g., general fund, revenue bond, special revenue fund loan, federal fund, enterprise fund, pool loan)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
55	Type of Loan (e.g., cash flow, statutory or budget act, revolving loan, program loan, reimbursement loan, guaranteed loan, loan converted from grant)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
56	Other (e.g., Bond authority traded between organizations)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
57	The system shall provide the ability to track various types of adjustments to authorized expenditures or revenues resulting from loan transactions, across multiple years, based on user-defined criteria.	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
58	The system shall provide the ability to create and maintain (e.g., modify) an amortization schedule for any type of loan, based on user-defined criteria (e.g., adjustments that would account for unscheduled principal reductions or any other change that would render the original schedule obsolete).	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
59	The system shall provide the ability to generate, track and modify multiple versions of loan projections, at any time during the fiscal year, based on user-defined criteria (e.g., amortization schedules), for user-defined parameters, including, but not limited to the following:	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
60	Loans, By Type (e.g. loans under repayment; loans not under repayment)	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
61	Loan Principal	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
62	Loan Interest	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
63	Loan Fees and Returned Check Fees	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
64	Deferred Revenue	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
65	Other	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
66	The system shall provide the ability to reconcile loans, showing disbursements and repayments at the fund level to overall GL account, based on user-defined criteria (e.g., by school district).	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
67	The system shall provide the ability to track repayment of loans which are funded through General Obligation Bonds and to refund the associated debt service costs based on user-defined criteria (e.g., by department; by project).	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
68	The system shall provide the ability to calculate amortization of construction interest, based on user-defined criteria.	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
69	The system shall provide the ability to calculate interest accrued in an user-defined time period (e.g., particular fiscal year) and to calculate cumulative interest expense, based on user-defined criteria.	Loans			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
70	The system shall provide the ability to generate reports on private activity, by bond issuance, based on IRS requirements and bond-funded project timeframes (e.g., at proposal (budget request), allotment (approval to proceed with project), project completion stages (when the asset is put into service), and changes in activity related to asset).	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
71	The system shall have the ability to provide folder for each Series of GO Bonds, with the following information:	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
72	Year and Series Designation;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
73	Whether Bonds are Tax-Exempt, Tax-Advantaged (BABs, QECBs) or Taxable;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
74	Purpose of Bonds: New Money or Refunding or Combination;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
75	Date of Sale of Bonds;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
76	Date of Issue of Bonds;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
77	Principal Amount;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
78	Whether Bond is fixed interest rate or variable rate;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
79	Reoffering Price of Bonds;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
80	Uses of Bond Proceeds	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
81	Amount used for costs of issuance (including underwriter's discount;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

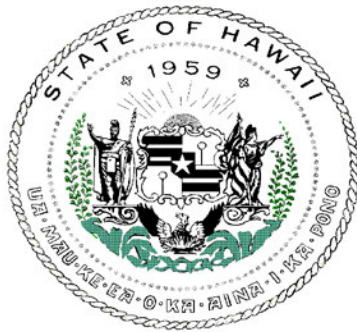
Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
82	Amount use for New Money- cap ex;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
83	Amount used for working capital;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
84	Amount used for Refunding	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
85	Amount used to reimburse expenditures made prior to the Date of Issue of the Bonds; and	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
86	Other Uses;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
87	Identification of Purposes Financed and/or Refinanced	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
88	For New Money: list each Project allocated to the Bonds, with the following information:	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
89	Department Name, Act No., SLH No.,	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
90	Date of enactment of the Act,	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
91	Title of Project,	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
92	Amount of Expenditures Allocated to Bonds,	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
93	Amount of Allocated Expenditures expended by date and amount,	New Bond Allocation			X			Cash and Liquidity Management Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
94	Amount of expenditures allocated to Governmental Purpose,	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
95	Amount of expenditures allocated to Private Purpose,	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
96	Type of Expenditure (i.e., acquisition, construction, renovation, repair), and	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
97	Provide a link to the Capital Improvement Project folders (described below) for each Project to which proceeds of the Bonds are allocated,	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
98	For Refunding: for each series of refunded bonds provide a link to the folder for that refunded series;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
99	Arbitrage Yield on the Bonds;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
100	Bond Average Life based on Reoffering Price; and	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
101	Whether other bonds sold within 15 days of the Bonds, and if so, a link to the folder for such other bonds.	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
102	The system shall have the ability to provide folders for each Capital Improvement Project to be funded by State GOs or Other States Funds, with the following information:	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
103	(a) Department Name;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
104	(b) Title of Project;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
105	(c) Act No.; SLH Year;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
106	(d) Aggregate Authorized cost amount for Project for all Fiscal Years;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
107	(e) Expected economic life of Project;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
108	(f) Amount of Project cost allocated to a particular Bond Series;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
109	(g) Amount of Project expenditures allocated to a particular Bond Series and date of each such expenditure;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
110	(h) Type of expenditure (acquisition of building or equipment, construction, renovation, repair);	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
111	(i) Whether Project is a Governmental Purpose Project or a Private Purpose Project. A Private Purpose Project is any Project other than a Governmental Purpose Project. To qualify as a Governmental Purpose Project, one of the following must be true with respect to the Project:	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
112	(j) There is no sale, installment sale, loan, financing lease or operating lease, license, management agreement, or customized contract to sell output, to or with a person other than the State, a County, or a City or agency or instrumentality thereof. For example, the contracting person cannot be a 501(c)(3) organization or the federal government;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
113	(ii) There is a transfer of ownership, use or output of the Project to a person other than the State, County or City or agency or instrumentality thereof who (x) is unrelated to a State, a County, a City, or instrumentality thereof and (ii) makes no payment for ownership or use of the Project (i.e., a grant of the Project) or makes payments that do not exceed the State's direct costs of operating and maintaining the Project;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
114	(iii) There is no transfer of ownership or use of the Project to a person who is other than the State, County or City or agency or instrumentality thereof, except for a management agreement and either (x) the State has determined that the management agreement is a "qualified management agreement" under IRS Revenue Procedure 2017-13 or the Project being managed is not used to provide services third parties for a fee; or	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
115	(iv) The Project consists of a transfer of proceeds to a State agency or instrumentality but the proceeds are not ultimately used to make a loan to a person other than the State, County or City or agency or instrumentality thereof and any use of the Project by a person other than the State, County or City or agency or instrumentality thereof satisfies (a), (b) or (c) above;	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
116	(j) if the Project is a Private Purpose Project a description of the type of private use; and	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
117	(k) if the Project is a Governmental Purpose Project, whether there has been any change of use of the Project from the originally expected use and if so, a description of such change of use.	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
118	The system shall have the ability to input data on projects on a periodic basis, including projects not initially receiving an allotment of capital improvement funds and including any information regarding a change in use.	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
119	The system shall have the ability to input expenditure data on a periodic basis and allocation of such expenditures by Bond Series and by Project	New Bond Allocation			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
120	The system shall provide the ability to generate loan reports and incorporate loan data in standard finance and budget reports, based on user-defined criteria (e.g., summary, detail), including but not limited to the following:	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
121	Actuals	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Bonds	Requirements	Topic	One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
			Y	C	3	F	N			
122	Budgeted	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
123	Budgeted Versus Actuals	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
124	Projected Versus Actuals	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
125	Fund Balance	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
126	Budget Projections	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
127	Comparative Statement of Revenues	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
128	GAAP Reports	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
129	The system shall provide the ability to compute the current portion of bonds.	Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.



Appendix A-1 – Core Phase Requirements
RFP-ERP-2020

Requirements Matrix | Instructions

This requirements matrix is comprised of multiple tabs, and together they contain the full set of requirements for which SOH requires vendor responses.

Please respond to each and every requirement (even ones that appear redundant) as follows:

1. Indicate your response to each line item with an "X" in the appropriate "One Response per Requirement" column, according to the following labels and definitions:

Y = Yes, we meet this requirement out-of-the-box or with configuration capabilities provided within the software.

C = We can meet this requirement via customization/extension-- i.e., for a SaaS solution, the functionality would be provided by building an extension using platform as a service (PaaS) capabilities provided either by the vendor or a third party. (If this column is indicated, please provide an indication of High, Medium, or Low development complexity in the "Customization Complexity" column. Costs of all extensions/customizations by process/functional area should also be noted separately in your Pricing Response.)

3 = We can meet this requirement by partnering with another third party solution. (If this column is indicated, please provide the name of the third party product in the "Comments" column.)

F = We can meet this requirement with a future release of our software. (If this column is indicated, please provide the version and timing of the release in the "Comments" column.)

N = No, we cannot meet this requirement.

2. For each line item, note the name of the module that will handle the required functionality in the "Module/Solution" column, so that SOH can align your module pricing to the requirements.

Core Requirements	
Tab	Topic
General Ledger	Allocations
General Ledger	Budget Control
General Ledger	Budget Control Reporting
General Ledger	Chart of Accounts
General Ledger	Commitment Accounting
General Ledger	Funds Control
General Ledger	General
General Ledger	GL Calendar
General Ledger	GL Consolidation
General Ledger	GL Data Types
General Ledger	GL Reporting
General Ledger	GL Reporting: Year End Reports
General Ledger	GL Reporting: Year End Reports - CAFR
General Ledger	GL Structure
General Ledger	GL: Period End/ Year End
General Ledger	Inquiries
General Ledger	Inter/Intracompany
General Ledger	Journal Entry
General Ledger	Journal Entry/ Other GL Transactions
General Ledger	Multiple Ledger Structure
General Ledger	Other
General Ledger	Period End
General Ledger	Reconciliation
General Ledger	Trust and Agency Reporting
Encumbrances	Encumbrance Accounting
Accounts Payable	AP Inquiries
Accounts Payable	AP Reports
Accounts Payable	Checks
Accounts Payable	Interface
Accounts Payable	Invoice Matching
Accounts Payable	Invoice Processing
Accounts Payable	Legal Compliance
Accounts Payable	Payments
Accounts Payable	Taxes
Accounts Payable	Vendor Portal
Accounts Payable	Vendor Processing
Accounts Receivable	Customer Data
Accounts Receivable	AR Inquiries
Accounts Receivable	AR Reports
Accounts Receivable	Cash Processing and Remittances
Accounts Receivable	Collections
Accounts Receivable	Customer Portal
Accounts Receivable	Customer Processing
Accounts Receivable	Disputes
Accounts Receivable	General
Accounts Receivable	Interface
Accounts Receivable	Invoice Generation
Accounts Receivable	Invoice/Journal Processing
Accounts Receivable	Management of AR
Accounts Receivable	Reporting
Cash Management	Bank Reconciliation
Cash Management	Cash Book
Cash Management	Cash Deposits/ Receipts
Cash Management	Cash Forecasting
Cash Management	Cash Management
Cash Management	Cash Projections
Cash Management	Compliance
Cash Management	Debt and Investment Management
Cash Management	Donations
Cash Management	Forecasting
Cash Management	General
Cash Management	Interest Earnings Allocation
Cash Management	Interface
Cash Management	Loans - Internal
Cash Management	Reporting
Cash Management	Reporting - Donations
Purchasing	Inquiries
Purchasing	Policy & Compliance
Purchasing	Purchase Order Processing
Purchasing	Purchasing Card (pCard)
Purchasing	Reports
Purchasing	Requisition Processing
Purchasing	Vendor Master

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
2	Allocation of GL account balances based on balances in other accounts or account groups	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
3	Allocations may include weighting factors/driver data (for example, units sold) held as statistical data	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
4	Allocations may be chained together into linked routines	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
5	Allocations may be run in "what if" mode to view results before creating postings	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
6	Allocations create journals and audit trail	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
7	Allocation functionality that supports activity-based costing principles by creating cost pools that can be allocated to other cost objects or revenue sources based on cost drivers	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
8	Ability to store allocation results as a different data type	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
9	The system shall provide the ability to control budgets (e.g., allotments) or spending plans at the lowest organizational level, based on user-defined criteria.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
10	The system shall provide the ability to establish multiple levels of budget expenditure and allotment control, based on user-defined criteria (e.g., at any level of the organization structure, at any level of the program structure, setup to sequentially check multiple criteria), with the ability to override based on user-defined authorization.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
11	The system shall provide the ability to submit, track, and process allocation adjustments, by adjustment type, with required supporting documentation, based on user-defined authority and other user-defined criteria.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
12	The system shall provide the ability to develop, modify, and reconcile allocations, by any level of the accounting code structures (e.g., organization, program, object, fund/appropriation), with annotations/comments, at any point in time.	Budget Control	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service
13	The system shall provide the ability to track allocations, actual versus budgeted, for any point in time (e.g., month, quarter, year-to-date), based on user-defined criteria.	Budget Control	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
14	The system shall provide the ability to identify types of allocations based on user-defined criteria (e.g., one-time, limited term, on-going).	Budget Control	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service
15	The system shall provide the ability to perform budget adjustments and transfers to an approved budget, affecting multiple fiscal year budgets, and to distinguish the amounts from the original budget/revised budget iterations.	Budget Control	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service
16	The system shall provide the ability to identify pending budget revisions, based on user-defined criteria.	Budget Control	X					Oracle Enterprise Performance Management Enterprise Cloud Service, Oracle Fusion Enterprise Resource Planning Cloud Service
17	The system shall provide the ability for real-time comparison of	Budget Control	X					Oracle Fusion Enterprise
18	The system shall provide the ability for online budgetary controls of expenditures and revenues, based on funds availability, appropriation availability and cash balances, based on user-defined criteria (e.g., multi-year appropriations).	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
19	The system shall provide the ability for automated warnings or blocks when users approach budget thresholds, based on user-defined criteria.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
20	The system shall provide the ability to prepare a budget analysis based on any user-defined period (e.g., calendar year, accounting fiscal year, budget fiscal year, grant/project year).	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
21	The system shall provide the ability to establish user-defined budgetary and cash controls based on user-defined criteria.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
22	The system shall provide the ability to track appropriation balances, based on user-defined criteria including, but not limited to: fund, organization structure, program structure, object, project, sub-project, grant, accounting fiscal year, budget fiscal year, and calendar year.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
23	The system shall provide the ability to track appropriation details including, but not limited to, fund, fiscal year, and encumbrance availability.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
24	The system shall provide the ability to automatically update fund and cash balances, based on revenues and expenditures and other user-defined criteria.	Budget Control					X	Oracle Fusion Enterprise Resource Planning Cloud Service
25	The system shall provide the ability to track, maintain and report on expenditure, pre-encumbrance/encumbrance, receipt/revenue transactions, and fund balances, based on user-defined criteria.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
26	The system shall provide the ability to identify cash balances, based on user-defined criteria (e.g., monthly time period).	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
27	The system shall provide the ability to prevent negative cash balances at the fund level unless negative cash balances are properly authorized.	Budget Control					X	Oracle Fusion Enterprise Resource Planning Cloud Service
28	The system shall provide the ability to prevent negative appropriation balances at any user-defined appropriation level, unless negative appropriation balances are properly authorized.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
29	The system shall provide the ability to track budgetary transactions, by budget iteration, based on user-defined criteria.	Budget Control	X					Oracle Enterprise Performance Management Enterprise Cloud Service
30	The system shall provide the ability to track multi-year appropriations during the fiscal year, and at year-end to roll the appropriation balances forward.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
31	The system shall provide the ability to override budget controls during processing, based on user-defined criteria.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
32	The system shall provide the ability to access/view the current available balance for appropriations and unrealized receipts/revenues.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
33	The system shall provide the ability to classify and track budgets based on user-defined criteria.	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
34	The system shall provide the ability to select multiple alternative approaches to the disposition of encumbrances outstanding at the end of the budget period, based on user-defined criteria, including but not limited to:	Budget Control	X					

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
35	Reestablish prior-period encumbrances	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
36	Extend budget for encumbrance	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
37	Maintain open encumbrance for liquidation (in accordance with legal provisions)	Budget Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
38	The system shall provide the ability to select a specific account or range of accounts/segments (contiguous and noncontiguous) and report account activity by user-defined categories and parameters.	Budget Control Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
39	The system shall provide the ability to generate the following reports, based on user-defined time period (e.g., point in time, monthly, quarterly, fiscal year end, inception to date), by user-defined criteria, by user-defined formats, including but not limited to:	Budget Control Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
40	Expenditure/Expense Summary - by fund, by appropriation, by any level in organization structure (e.g. department, office, district), by any level in the program structure, activity, function, object (including original budget, revised budget, percentage of revised budget used and actual expenses for MTD and YTD), inception to date, budget category, and other user-defined parameters.	Budget Control Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
41	Revenue Recap Summary by fund, by source, by any level in the organization structure (e.g. department, office, district), by any level in the program structure, function and object (including totals), MTD and YTD, original budget, revised budget and percent of annual budget realized and other user-defined criteria, including time frames.	Budget Control Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
42	Revenue Accounts Transaction Report (including revenue budget and receipts for MTD and YTD) and other user-defined criteria, including time frames.	Budget Control Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
43	The system shall provide the ability to generate reports on revenue and expenditure (actuals and budgeted), encumbrances and pre-encumbrances, for all appropriations and funds, based on user-defined criteria (e.g., organization structure, program structure, project structure).	Budget Control Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
44	The system shall provide the ability to generate detail budget reports, by individual budget adjustments (iterations), by total budget adjustments, by any level within the organizational structure (e.g. department, office, district) or program structure, based on user-defined criteria.	Budget Control Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
45	The system shall provide the ability to generate reports on revenue and expenditures/expenses, by fund, by appropriation, by any level in the organizational structure, by any level in the program structure, by account, and by any other user-defined criteria.	Budget Control Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
46	The system shall provide the ability to generate a report on outstanding pre-encumbrances and encumbrances, based on user-defined criteria (e.g., by Appropriation).	Budget Control Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
47	The system shall provide the ability to meet the requirements of the State Uniform Accounting Code and the State departments/agencies.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
48	The system shall provide the ability to accumulate budgets, revenues or expenditures at any attribute associated with the organizational structure or program structure, project structure, GL account, or other classification structure.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
49	The system shall provide the ability to define a GL account number structure and rules (segments), which includes user-defined hierarchies (e.g., summary, statistical, and suspense accounts) and a roll-up feature that allows multiple levels of hierarchy, based on user-defined criteria.	Chart of Accounts	X					Oracle Enterprise Data Management, Oracle Fusion Enterprise Resource Planning Cloud Service
50	The system shall provide the ability to capture user-defined attributes for chart of account codes.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
51	The system shall provide the ability for accounts to roll up into subtotals in sub-account levels.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
52	The system shall provide the ability to block any entries into user-defined sub-accounts (e.g., object of expenditure) that have been defined as inactive.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
53	The system shall provide the ability to validate the account code combinations at the time of data entry.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
54	The system shall provide the ability to define alphanumeric account segments and codes.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
55	The system shall provide the ability to define account summarization across non-standard hierarchy (e.g., multiple attributes on codes, such as object of expenditure, so that detail can be summarized with multiple groupings).	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
56	The system shall provide the ability to make Chart of Account codes active or inactive, as of specified/effective dates (including future years), with the ability to reopen closed accounts based on user-defined security and parameters.	Chart of Accounts	X					Oracle Enterprise Data Management, Oracle Fusion Enterprise Resource Planning Cloud Service
57	The system shall provide the ability to reserve blocks of coding fields for specified uses.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
58	The system shall provide the ability to report consolidated organizational or functional values based on user specifications (e.g., summarize values for multiple agencies in one report, drill on originating journal entry and subledger transactions).	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
59	The system shall provide the ability to allow for configuration of organization segments with the flexibility that allows for other user defined configurations	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
60	The system shall provide the ability to make Chart of Account codes active, as of specified dates (including future years) for budgetary purposes, while leaving the codes inactive for accounting and financial reporting purposes.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
61	The system shall provide the ability to group or consolidate account activity by fund, appropriation, revenues, expense and expenditure type for GAAP reporting, budget reporting, or ad hoc reporting.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
62	The system shall provide the ability to re-open an inactive account with appropriate security.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
63	The system shall provide ability to copy or re-create accounts (e.g., rollover accounts from old to new year) including the ability to exclude specific accounts.	Chart of Accounts					X	

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
64	The system shall provide the ability to flag closed accounts for identification.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
65	The system shall provide the ability to restrict posting to certain active accounts.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
66	The system shall provide the ability to add, delete (e.g., with no transactions; no pending transactions) or deactivate accounts including accounts by fund and/or organization, based on user-defined criteria.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
67	The system shall provide the ability to view the account balance at the time of transaction entry.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
68	The system shall provide online help that includes but is not limited to: displays data field definitions for user-entered fields, including chart of accounts; and provides ability to view coding previously used for similar transactions.	Chart of Accounts	X					Oracle Fusion Enterprise Resource Planning Cloud Service
69	System identifies approved accounts payable (AP) invoices as commitments	Commitment Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
70	System identifies approved purchase orders (POs; if purchasing module is provided) as separate commitments from AP invoices	Commitment Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
71	System identifies approved requisitions (if purchasing module is provided) as separate commitments from AP invoices and approved POs	Commitment Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
72	Ability to generate accrual journals from committed items	Commitment Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
73	Allow multiple general ledger account distributions throughout all transaction processing	Commitment Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
74	Ability to hold approved budget amounts against hierarchy node values	Funds Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
75	Ability to hold approved budget amounts against GL accounts	Funds Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
76	Ability to hold approved budget amounts against user-defined groups of GL accounts	Funds Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
77	Budget funds may be transferred between accounts/account groups/summary values with appropriate audit trail (for example, budget transfer journals)	Funds Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
78	Online available funds checking for GL journal entry and AP invoice entry	Funds Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
79	User-defined journal/invoice warning/rejection tolerances	Funds Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
80	Available funds checking performed against remaining annual budget	Funds Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
81	Available funds checking at multiple levels (check at account level first, then at user-defined summary level)	Funds Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service
82	Ability to roll forward unused budgets into next budget year	Funds Control	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
83	The system shall provide the ability for fund, appropriation and encumbrance accounting.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
84	The system shall provide the ability to concurrently support multiple accounting bases including cash, budgetary accounting, modified accrual, and full accrual, based on user-defined parameters and instantaneously upon demand by the end user	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
85	The system shall provide the ability to configure the fund structure and the ability to categorize funds by classification, type and fund source, as required to meet Generally Accepted Accounting Principles (GAAP) and Government Accounting Standards Board (GASB), State of Hawaii departments/ agencies, and other user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
86	The system shall provide the ability to classify transactions and events based on user-defined criteria, including but not limited to:	General						
87	Basis of accounting (cash vs. modified accrual vs. full accrual)	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
88	Financial reporting entity (primary government vs. component unit)	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
89	Fund Basis vs. Government-wide	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
90	GAAP/GASB	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
91	Other user-defined criteria	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
92	The system shall provide the ability to flexibly reorganize organizational structure (e.g. department, office, district, location), program structure, project structure, object of expenditure, and other structures.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
93	The system shall provide the ability to classify account type based on user-defined criteria (e.g., asset, liability, fund balance, revenue, expenditure, reimbursement).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
94	The system shall provide the ability to update and maintain the accounting classification structure (e.g., organizational structure, program structure, project structure, object of expenditure, or any other user-defined classification structure) based on effective date.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
95	The system shall provide the flexibility to add/modify fields to the existing accounting classification structure without programming (e.g., organizational structure, program structure, project structure, object of expenditure, or any other user-defined classification structure).	General					X	
96	The system shall provide the ability to establish system validation rules, which will provide validation of accounting classification structures (e.g., organizational structure, program structure, project structure, object of expenditure, or any other user-defined classification structure).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
97	The system shall provide the ability to drill up or down on-line, on any transaction, account or batch within the system, to view various levels of detail, based on user-defined criteria (e.g., any level of the program or organization structure; from GL to source document in originating module).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
98	The system shall provide the ability to query accounts, history and related transactions, and other pertinent information (e.g., source documents, such as journal and payment vouchers), based on user defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
99	The system shall provide the ability to export the results of all queries, drill downs/ups and reports to MS Excel and to save in user-defined formats (e.g., pdf).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
100	The system shall provide the ability to track transactions, based on user-defined criteria (e.g., accounting period, accounting fiscal year, calendar year, grant/fund year, fund, appropriation, program structure, organization structure, project/project period, receipt date, posting date, multiple calendars).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
101	The system shall provide the ability to identify transactions by originator, by unique grant identifier, by unique project identifier, and by other unique user defined identifiers.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
102	The system shall provide the ability to track type and source of revenues based on user-defined criteria (e.g., by program structure, by organization structure, by receipt code).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
103	The system shall provide the ability to access and display the account and appropriation balances on-line for all open expenditure years (e.g., current year; prior year) in summary and all detail.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
104	The system shall provide the ability to maintain expenditure clearing account(s) and distribute the detailed transactions to applicable funds, appropriations and programs on a user-defined basis (e.g., daily, weekly, monthly).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
105	The system shall provide the ability to automatically distribute expenditures from clearing account to multiple accounts based on predefined criteria, with ability to override, subject to required approvals.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
106	The system shall provide the ability to display and report GL data at various levels of detail in support of mandated reports (e.g., fund, appropriation, organization levels, revenue, expenditure, grant source, project, program, and GL codes).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
107	The system shall provide the ability to display the variance between actual and budgeted expenditures (e.g., salaries).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
108	The system shall provide the ability to track actuals versus accruals, based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
109	The system shall provide the ability to process sub-system transactions with automatic postings to the GL detail and control accounts.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
110	The system shall provide the ability to identify all subsystem entries posted to the GL.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
111	The system shall provide the ability to track and report on the costs associated with programs or projects based on user-defined activities (i.e., Activity-Based-Costing) and other user-defined criteria (e.g., goals).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
112	The system shall provide the ability to accumulate budgets, revenues/receipts, transfers, bonds, federal funds, or expenditures at any attribute (or combination of attributes) associated with the account or organizational structure over multiple years (a minimum of ten years in production, indefinite archive)	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
113	For capital outlay projects and other user-defined, long-term projects, the system shall provide the ability to accumulate budgets, revenues/receipts, transfers, bonds, federal funds, or expenditures at any attribute associated with the account or organizational structure, by project structure, by phase, over multiple years (a minimum of fifteen years in production).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
114	The system shall provide the ability to maintain and present budget expenditure data by organizational unit (e.g., by department, by office, by district, based on user-defined format, based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
115	The system shall provide the ability to maintain detailed or summary budget and expenditure information for salaries and benefits, including but not limited to: position, bargaining unit, employee, earnings, fund, program, project, or and organizational structure.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
116	The system shall provide the ability to establish funds and track all activity associated with that fund (revenues, expenditures, adjustments, proposals) across organizational unit based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
117	The system shall provide the ability to import data from legacy and feeder systems (e.g., tax administration) based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service
118	Supports 13-period calendar	GL Calendar	X					Oracle Fusion Enterprise Resource Planning Cloud Service
119	Supports financial consolidation across legal entities/business units with revaluation/translation processing	GL Consolidation	X					Oracle Enterprise Performance Management Enterprise Cloud Service
120	Supports consolidation of legal entities with different accounting calendars	GL Consolidation	X					Oracle Enterprise Performance Management Enterprise Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
121	Supports consolidations across legal entities with dissimilar charts of accounts	GL Consolidation	X					Oracle Enterprise Performance Management Enterprise Cloud Service
122	Inter/intracompany account balancing with automatic generation of balancing entries	GL Consolidation	X					Oracle Enterprise Performance Management Enterprise Cloud Service
123	Support for multiple data types (for example, actual, budget and statistical)	GL Data Types	X					Oracle Fusion Enterprise Resource Planning Cloud Service
124	Double-entry controls may not be required on certain data types (for example, statistical or budget data)	GL Data Types	X					Oracle Fusion Enterprise Resource Planning Cloud Service
125	The system shall provide the ability to generate fund and appropriation reports at the summary and detail level, based on user-defined parameters (e.g., FIFO, non-FIFO).	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
126	The system shall provide the ability to generate allotment reports, including transaction activity and balances, based on user-defined criteria.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
127	The system shall provide the ability to generate a report of financial transactions for external audit purposes, by user-defined time period, based on user-defined criteria (e.g., generation of random sample of transactions).	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
128	The system shall provide the ability to generate an archive of all financial transactions in a detail transaction file for financial reporting based on user-defined criteria (e.g., transaction type).	GL Reporting					X	
129	The system shall provide the ability to report account balances/ fund balances, based on user-defined criteria.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
130	The system shall provide the ability to generate a report of revenue and expenditure (summary or detailed) transactions, by any level	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
131	The system shall provide the ability to report by fund, appropriation, organization structure (e.g. department, office, district), program structure, object, project, activity, revenue or by any user-defined data field and parameters.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
132	The system shall provide the ability to run system integrity/exception reports (e.g., batches out of balance, batches with no headers, intradepartmental accounts out of balance, override transactions), based on user-defined criteria (e.g., on daily, weekly, or monthly basis).	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
133	The system shall provide the ability to generate the following reports, based on user-defined criteria, including but not limited to the following:	GL Reporting						
134	Chart of Accounts and Definitions by Fund, by Appropriation, by Organization Structure (any level), by Object Code or Account Ranges	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
135	Listing of Closed Accounts	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
136	Detail Expenditure/Expense Transaction List (including beginning balance and expenditures/expenses for each expenditure/expense account for MTD and YTD) and inception to date.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
137	GL transaction detail report including beginning balance, debit amount by date, date of credits and amount, relevant references, and ending balance as of a specified date	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
138	GL, which includes summary of transactions, by user-defined criteria (e.g., batch type, activity, fund), for user-defined time period (e.g., monthly, month to month with YTD totals).	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
139	The system shall provide the ability to generate a report of financial transactions listed by user-defined parameters (e.g., date, organization structure, accounting period, program, project, source, account).	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
140	The system shall provide the ability to generate reconciliation reports of transactions posted to the General Ledger, based on user-defined criteria.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
141	The system shall provide the ability to generate a reconciliation report of transactions posted in enterprise-wide ERP and to external financial systems including transactions recorded for financial reporting purposes only	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
142	The system shall provide the ability to generate edit reports for all batch entries, including but not limited to, journal entries, receipts, payroll, payables, checks and budget entries.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
143	The system shall provide the ability to generate reports of daily transactions entered, based on user-defined criteria (e.g., by organization structure, by program structure, by project structure).	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
144	The system shall provide the ability to generate audit trail reports, with the ability to drill down to the individual transactions or print activity totals by user-defined criteria (e.g., date, transaction type).	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
145	The system shall provide the ability to print comparative revenue and expenditure/expense statements using different periods (e.g., current year nine month period to entire prior year, or to same or different nine month period in the prior year).	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
146	The system shall provide the ability to generate reports, based on user-defined criteria, including but not limited to:	GL Reporting						
147	The ability to produce reports that include columns with individual funds/sub-funds combining totals of the individual funds/sub-funds for the current period and combining totals of the individual funds/sub-funds for prior periods based on user-defined parameters.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
148	The ability to produce individual lines that equal individual accounts, combined accounts (contiguous or non-contiguous), etc.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
149	The ability to produce various subtotal and total lines throughout the reports, as needed.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
150	The ability to have an option for organizational structures, which have been reorganized, to link data for current organization structure with that from structure prior to reorganization, for financial reporting purposes.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
151	The ability to link specific accounts, totals of accounts, and other information on the general ledger to notes to financial statements.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
152	The system shall provide the ability to copy and modify existing financial statements, based on user-defined criteria (e.g., for use with new funds) and authorization.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
153	The system shall provide the ability to set up an unlimited number of customized report profiles, based on user-defined criteria (e.g., all of the reports, statements, and charts that the department runs for a specific fund and for the CAFR).	GL Reporting	X					Oracle Enterprise Performance Management Enterprise Cloud Service
154	The system shall provide the ability to choose collation sequences and quantities for standard reports, financial statements and transmittal letters.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
155	The system shall provide the ability to design financial statements and reports with an easy to use row and column matrix similar to Windows-based spreadsheet tools.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
156	The system shall provide the ability to select from a variety of printing options to customize documents for each of the funds and financial statements.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
157	The system shall provide the ability to produce comparative reports, including comparing a wide variety of current periods and prior periods.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
158	The system shall provide the ability to do multi-level comparative reporting, with the option to print each key organization, division, program, fund and other levels side-by-side on the same report.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
159	The system shall provide the ability to format transmittal letters, cover sheets and tables of contents that can be copied and modified, from one fund to another fund and to add financial notes and comments.	GL Reporting	X					Oracle Enterprise Performance Management Enterprise Cloud Service
160	The system shall provide the ability to communicate financial/budget information by illustrating trends and fluctuations through the use of graphs and other visual information.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
161	The system shall provide the ability to produce monthly appropriation reports which identify appropriations, allocation, reallocations, expenditures, reimbursements, encumbrances and unallocated available balances.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
162	The system shall provide the ability to produce monthly cash and appropriated and unappropriated receipts/revenue reports in order to effect complete reconciliation based on user-defined criteria and workflow (e.g., reconciliation between department reports with DAGS financial statements).	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
163	The system shall provide the ability to report on indirect costs and related distribution to direct programs and/or organizational units at any level of the organizational and program hierarchy.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
164	The system shall provide the ability to generate balance sheet and operating statements at any point in time, based on user-defined criteria.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service
165	The system shall provide the ability to generate a report of organizational structure and codes.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service

General Ledger			One Response per Requirement (Offeror Use Only)					Module / Solution
ID#	Requirements	Topic	Y	C	3	F	N	
1	Allocation of GL account balances by fixed/flexible percentages	Allocations	X					Oracle Fusion Enterprise Resource Planning Cloud Service, Oracle Enterprise Performance Management Enterprise Cloud Service
166	The system shall provide the ability to generate a prior year appropriation report, which displays a summary of transaction activity, from inception of appropriation to the end of the prior year.	GL Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service

Encumbrances			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	The system shall provide the ability to automatically pre-encumber funds via purchase requisition/contract request document based on user-defined criteria/thresholds.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
2	The system shall provide the ability to automatically encumber funds via purchase order (including blanket orders)/contract transaction, for multiple line items, based on user-defined criteria/thresholds and approvals.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
3	The system shall provide the ability to check available funds for transactions, based on user-defined criteria (e.g., fund, allocation, allotment).	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		Funds are checked against the control budget. Use control budgets to check the spending against a ledger, project, or both, and apply validations during budgetary control. You can specify the segments, budget periods, currency, control level and tolerance.
4	The system shall provide the ability to validate account classification values (i.e., organization, program, object, fund, appropriation).	Encumbrance Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
5	The system shall provide the ability to display a warning message and/or stop the transaction if appropriations/budget authority are unavailable/insufficient, based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
6	The system shall provide the ability to pre-encumber and encumber funds for the future fiscal year before the current fiscal year closes or before enactment of the new fiscal year budget, based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
7	The system shall provide the ability to liquidate a pre-encumbrance and encumber funds automatically when a purchase document is generated from a purchase requisition.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
8	The system shall provide the ability to liquidate a future fiscal year pre-encumbrance/encumbrance when the future fiscal year becomes the current fiscal year, and to establish a current year encumbrance.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
9	The system shall provide the ability to automatically modify encumbrances at the purchase order/contract line item level, based on purchase order/contract document changes (e.g., decreases/increases in item quantity and/or dollar amount, cancellations/back orders, returns).	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
10	The system shall provide the ability to cancel an entire or partial purchase document (e.g., PO) and to automatically liquidate the encumbrance.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
11	The system shall provide the ability to roll outstanding encumbrances (e.g., PO, contract) to any fiscal year and liquidate old encumbrance in prior years, based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
12	The system shall provide the ability to track encumbrance liquidation, by user-defined payment type (e.g., procurement card, direct transfer, claim schedule, expense advance, cancellation).	Encumbrance Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
13	The system shall have the ability to automatically encumber for taxes, based on multiple shipping destinations and different tax rates.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
14	The system shall provide the ability to automatically encumber for shipping & freight charges, based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		

Encumbrances			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
15	The system shall provide the ability to validate the coding of manually entered, adjusted and liquidated encumbrances based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		Validation includes making sure the account codes selected are valid.
16	The system shall provide the ability to set a percentage threshold for the payment of encumbrances overages, with approvals to override, based on user-defined criteria.	Encumbrance Accounting	X							Oracle Cloud allows you to set override approvals but not based on percentage thresholds. When percentage threshold (Budget Tolerance Percentage) is in place the encumbrance may pass budgetary control without override or override approval if within the Tolerance Percentage. Override comes into play when the budget and tolerance limit are exceeded.
17	The system shall provide the ability to track encumbrances and encumbrance history, based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
18	The system shall provide the ability to track encumbrances by multi-year contracts, based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		Oracle can track encumbrances into future years but the future year ledgers will need to be opened and budget entered.
19	The system shall provide the ability to generate encumbrance reports, based on user-defined criteria (e.g., vendor, any level within accounting classification, purchase document number).	Encumbrance Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
20	The system shall provide the ability to manually enter, adjust, correct, and liquidate an encumbrance, based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		Typically these adjustments are made to the originating transaction.
21	The system shall provide the ability to track the total amount of encumbrance liquidations by user-defined code, organizational unit, by program, by fund, by appropriation, by object of expenditure code, by fiscal year, and by other user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
22	The system shall provide the ability to identify and calculate amount available for disencumbrance, based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud		
23	The system shall provide the ability to identify all or partial encumbrances as obligations for year end reporting.	Encumbrance Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
24	The system shall provide the ability to roll over the balance of encumbrance for continuous appropriations in the new fiscal year, based on user-defined criteria.	Encumbrance Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
25	The system shall provide the ability for "mass closing"/full liquidation of purchase orders/contracts based on user-defined criteria (e.g., allow for authorized exceptions, such as contracts greater than 5 years old approved by Comptroller).	Encumbrance Accounting	X					Oracle Fusion Procurement Cloud Service		
26	The system shall provide the ability to encumber payroll based on user-defined criteria (e.g., casual pay for July 5th payroll).	Encumbrance Accounting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		A process can be created during implementation to allow for a encumbrance journal entry to be created after payroll is run.

Accounts Payable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	Vendor search by any part of the name	AP Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
2	Vendor search by address	AP Inquiries		X				Oracle Fusion Enterprise Resource Planning Cloud Service		
3	Vendor-aged balance inquiry, showing balances broken down by user-defined aging periods with drill down into invoice detail from balances	AP Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
4	All online inquiries allow drill down to invoice image	AP Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
5	Online drill-down to purchase order details	AP Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
6	Invoice search by part of invoice number	AP Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
7	Invoice search by amount	AP Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Payables inquiries are available in the user interface and in Business Intelligence reports. CherryRoad has a library of prebuilt reports which can be integrated easily with Oracle BI tools.	
8	Invoice search by date	AP Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
9	Check search by check number	AP Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
10	Check search by amount	AP Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
11	Monthly Invoice register	AP Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Oracle has seeded reports and Business intelligence reports and dashboards for accounts payable.	
12	Account details by vendor	AP Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
13	Monthly check register by account	AP Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
14	Overdue invoices	AP Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
15	Invoice batch report	AP Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
16	Prints checks from multiple bank accounts	Checks	X					Oracle Fusion Enterprise Resource Planning Cloud Service	This would be on different pay runs.	
17	On-demand check register for bank replenishment	Checks	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Accounts Payable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
18	Interface with a central processing agency to produce checks	Interface	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Integration with central processing agency is available and CherryRoad has experience creating and implementing the integration.
19	Ability to download transactions on a daily basis from other processing systems for direct payment	Interface	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Importing transactions from other systems is a part of system functionality.
20	Ability to import purchase order (PO) data from external purchasing systems	Invoice Matching	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
21	Two-way matching (invoice to PO) against PO data (if vendor has its own purchasing functionality) or imported PO data	Invoice Matching	X					Oracle Fusion Enterprise Resource Planning Cloud Service		After Purchase Order import, Purchase Orders to Invoice two-way matching for integrating applications that have their own purchasing functionality is available.
22	Ability to match AP invoices with POs imported from external purchasing system	Invoice Matching	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
23	Mismatch conditions with user-defined tolerances with automatic warning/hold	Invoice Matching	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
24	Automatic release of mismatched invoices for payment when updated PO details are entered or imported into the system	Invoice Matching	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Invoice Validation is a process that can automatically release Invoices on hold after PO Details are entered or Imported.
25	Ability to process approved invoices for payment before the due date	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The ability to process invoices prior to due is available.
26	Ability to configure flexible workflows for delegation of authority for invoice approvals	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
27	Online entry of invoices	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
28	Invoices can be imported electronically based on specified import formats (e.g., PDF, XML etc.).	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Invoices can be imported as well as Optical Character Recognition (OCR).
29	System supports debit/credit memos	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
30	Invoices may be entered in batches	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
31	System defaults line item details automatically from purchase order (PO), where vendor provides procurement functionality	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Invoice entry methods when referencing Purchase Orders automatically provide line details from the Purchase Order.
32	System highlights duplicate invoice numbers from the same vendor	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Invoice entry checks for duplicate invoices.
33	Supports freight charge processing	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Freight charge processing on invoice lines is available.
34	System allows multiple GL distributions per invoice line item	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		GL distributions can be split as needed on invoice lines.
35	GL distributions may be split by percentage	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Accounts Payable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
36	GL distributions may be split by amount	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
37	GL distributions may be split by quantity	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
38	The system permits a user to establish and maintain recurring invoices and includes these items in cash requirements reporting (for example rent)	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Recurring invoices can be created with functionality to automatically create the invoices in cases like rent.
39	Integrated invoice scanning capability with optical character recognition (OCR)	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		OCR invoice scanning automatically creates invoices and details with the attached document for review.
40	Invoices are routed to multiple approvers using workflow capabilities in the system	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
41	Users can attach comments to the invoice	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Comments and attachments are available.
42	Invoice electronic record (e.g., PDF, XML file) may be attached to and viewed from transaction record	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Attachments are available and viewable from the invoice.
43	Invoices may be entered to future accounting periods while current period is open	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Assuming the future period is open.
44	Ability to put approved invoices on hold; query to determine invoices on hold	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Holds are available and the user interfaces has built in reporting tiles on the user interface to show holds and the invoice statuses.
45	Invoice due date and payment discount terms determine when an item is selected for payment and user overrides are allowed	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Overrides are available to change payment terms.
46	System allows the calculation of interest rates (predetermined by user) on overdue invoices	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
47	Can process late payment charges if accepted	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
48	Capability to support vendor rebate accounting; payment discounts are calculated automatically once vendor invoice terms and conditions input	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Payment discounts and terms are standard functionality.
49	Provide a tool to receive goods and track them against POs already in the system (without requiring implementation of an inventory management module)	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Inventory management is not necessary to implement 3-way matching.
50	Three-way matching (invoice to PO and goods received) against PO data (if vendor has its own purchasing functionality) or imported PO data	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		3-way matching can be implemented with outside imported purchase orders.
51	E-signature workflow integration to enable invoices to be routed to the appropriate SOH staff members for review and signoff approval	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Approvals can be configured to allow SOH staff approvals.
52	Mobile app approval of a payable, with configurable workflow to enable centralized approval of payment/ future payment date based on terms	Invoice Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows approval via email which can be used on mobile devices.

Accounts Payable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
53	Ability to select 1099 payments based on Vendor Master profile and electronically submit to the RS	Legal Compliance	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The 1099 Report provides the total US 1099 miscellaneous payments for a US 1099 supplier and generates US 1099 forms for each tax reporting entity in an organization.
54	Ability to accept an inbound 1099 payment transaction file from another application and merge with the current file for submission	Legal Compliance	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Transactions can be loaded into the system for the purpose of creating the 1099 but supplier and invoice records would be created so the 1099 process has the proper info.
55	Ability to make changes after the initial submission and electronically submit to the IRS	Legal Compliance	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
56	Positive Pay - provide an outbound file of payment transactions to a financial institution prior to issuance of payment checks and direct deposits	Legal Compliance	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Postive Pay file can be set to automatically transmit file to inform bank of payments.
57	System supports direct payment of invoices (i.e., without a purchase order record)	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Invoices created without Purchase Orders with all required fields and approvals can be paid.
58	System provides ability to require specific attachments (e.g., receipt, HCE compliance, etc.) before releasing payments	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
59	Supports the ability for field processors to send invoices direct to check payment without central processing approval	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Approvals are configurable and invoice validation is the requirement to process payments.
60	System supports ACH payments	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Payment through ACH are made by transmitting payment files to the bank.
61	System supports open item processing	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
62	User may choose to take the payment discount even though the due date has expired	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
63	Individual invoices may be flagged to prohibit payment on the next check run	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Invoices may be placed on hold to prevent payment or removed from a payment run.
64	Individual invoices may be selected for early payment	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
65	User may select to pay invoices based on due date	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Pay from and pay through dates are available for selection.
66	User may select to pay invoices based on vendor	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
67	User may select to pay invoices based on invoice number ranges	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Invoices can be selected in ranges based on pay group, invoice group, supplier type, and other criteria.
68	User may choose multiple invoices for payment on one check and/or one invoice per check	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

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ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
69	Capability to stop payment on checks (for example, checks outstanding longer than six months) and initiate escheat process based on check void date	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the ability to stop/void payments and also provides a standard report on outstanding payment. The State would use this report to start the escheat process.
70	System supports manual payments	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Manual Quick payments are available
71	Online payment run preview that allows users to deselect items from the payment run before producing checks	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The processing options for a payment process request determine the level of automation for that request. You can stop the request to review selected installments.
72	Payment runs may be restarted with appropriate check number sequence controls (including voiding damaged checks)	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
73	Payments may be made by one legal entity/business unit on behalf of other legal entities/business units (centralized payment processing 'DAGS')	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
74	Ability to pay without an invoice (evaluated receipts settlement)	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
75	System supports electronic funds transfer (EFT) based on vendor preference with email communication to vendor	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Vendor configuration determines EFT preferences
76	Automated notifications/alerts may be generated and routed to the appropriate staff member(s) when payments due dates are approaching on open invoices	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
77	Payment timing for approved invoices may be automated based on contract terms (i.e., funds would be encumbered upon invoice approval, and the system would automatically disburse funds based on preconfigured business rules and payment due date calculations)	Payments	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Payment timing can be automated based on contract payment terms
78	System supports State of Hawaii General Excise Tax (GET), including different rates between Oahu and Neighbor Islands	Taxes	X					Oracle Fusion Enterprise Resource Planning Cloud Service		State of Hawaii General Excise tax is configurable based on tax jurisdictions
79	System supports GET exemptions	Taxes	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Tax exemptions for GET are configurable
80	Taxes calculated at invoice line level and compared to net/tax/gross at header level	Taxes	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Tax calculations accumulate to the header from the lines are included in invoice validation processing
81	Tax rate changes may be entered in advance of actual date of change	Taxes	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Effectivity functionality allows configuration of future tax rates
82	System has a portal for vendors to update their account details online; details to include payments (i.e. payment date, payment amount, check number, invoice number, etc.) and outstanding invoices	Vendor Portal	X					Oracle Fusion Procurement Cloud Service		Supplier Portal allows configurable access to allow users varying security levels based on their role to view and edit their own details
83	System has a portal for vendors to access their own account details	Vendor Portal	X					Oracle Fusion Procurement Cloud Service		
84	System has a portal for vendors to interact with AP staff and correct/update invoice data	Vendor Portal	X					Oracle Fusion Procurement Cloud Service		

Accounts Payable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
85	Multiple remits to address are available for a vendor	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
86	Vendor records may be grouped into buy from/pay to relationships	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
87	Vendors may be grouped into multilevel hierarchical structures to represent parent/subsidiary relationships	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Vendors are created via conversion import with a hierarchical structure with multiple available Remit To and Purchase Addresses.	
88	Vendor hierarchy data may be imported from external source (for example, Dun & Bradstreet)	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
89	Vendors may be assigned a payment priority	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
90	Vendors may be put on hold	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
91	System maintains a vendor monetary amount for individual transactions and overall balance (with warning/hold processing if invoices exceed these limits)	Vendor Processing	X					Oracle Fusion Risk Management Cloud Service		
92	Support for one-time vendors	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
93	Invoice entry defaults defined at vendor level (for example, terms code)	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
94	System support accounts payable (AP)/accounts receivable (AR) netting to calculate net vendor balance (can optionally be used in payment processing)	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
95	Supports specific vendor processing, such as minority vendor tracking	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Business Relationship tracking allows configurable values to manage minority vendor tracking.	
96	Ability to share vendor file between legal entities/business units (a vendor record does not have to be defined multiple times for each legal entity/business unit)	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	There is a single Vendor record that is enabled across the business units.	
97	Vendors may be grouped/analyzed using coding elements that are separate from general ledger (GL) code segment values	Vendor Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Accounts Receivable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	Ability to share customer file between legal entities/business units (a customer record does not have to be defined multiple times for each legal entity/business unit)	Customer Data	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Customers are entered in a central Customer Registry and shared across all Business Units.
2	System has a portal for customers to interact with collection agents and correct/update disputed and open items	AR Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Bill Management allows Collections and Receivables team to register external customer contact(s) in the application to manage, pay, print and dispute their own transactions.
3	Customer search by any part of the name	AR Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle supports wildcard searches.
4	Customer search by address	AR Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle uses Vertex to maintain accurate jurisdiction information for state, county, city and Postal codes.
5	Customer aged balance inquiry, showing balances broken down by user-defined aging periods with drill-down into invoice detail from balances	AR Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows users to define user defined Aging Buckets.
6	Customer aged balance inquiry as above, but showing base currency balance analyzed by transaction currencies	AR Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
7	Customer aged balances can be viewed by customer groups hierarchically online, with ability to drill through levels of detail online	AR Inquiries	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
8	Customer aged balance inquiry may be run at any level of the customer hierarchy	AR Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
9	AR trial balance (receivable GL account balances analyzed by customers)	AR Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Receivables Aging by General Ledger Account Report lists all accounts balances by customer and GL Accounting data.
10	Aging analysis analyzed by customer	AR Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Customer Account Detail page allows users to analyze Customer by open receivables, Payment due, Pending applications and transactions in dispute.
11	Overdue accounts report (all customers with items overdue by a user-specified period)	AR Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
12	Cash receipts register	AR Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Cash Receipts can be recorded in Oracle AR but is best done in an integrated Cashiering application.
13	Ability to track AR in a standard manner across all, giving centralized visibility into system-wide AR, both in aggregate and in detail	AR Reports	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
14	Cash receipts and applications may be entered online	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Cash Receipts can be recorded in Oracle AR but is best done in an integrated Cashiering application.
15	Cash receipts may be entered in batches	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Standard Receipts (related to Invoice) can be entered in bulk using an ADFdi Spreadsheet template.
16	Cash receipts may be applied to open items directly from online entry screen	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Cash Receipts can be recorded in Oracle AR and applied to an open receivables.
17	Supports credit card refunds	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Credit Card Processing requires third-party CyberSource.

Accounts Receivable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
18	Automated electronic funds transfer (EFT) lock box processing	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Lockbox transactions are processed as part of the Bank statement file process.
19	Supports automated clearing house (ACH) transfers	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		ACH transactions are processed as part of the Bank statement file process.
20	Supports credit card payments	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Funds Capture allows users to use electronic payment methods, such as credit cards, debit cards, debits of bank accounts to initiate payment from payees.
21	Supports ACH debit/credit payments	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
22	Supports bills of exchange	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
23	Cash application may be performed online with ability to select/deselect items and see remaining unallocated cash balance	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
24	Cash receipts may be applied to invoices in multiple currencies with automatic write-off of exchange differences within user-defined limits	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
25	Automated cash matching by customer/invoice ID	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
26	Automated cash matching by user-defined rules (for example, match by most overdue first)	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
27	Users can create new financial measures and key performance indicators (KPIs), which are then available for inclusion in existing dashboards	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
28	Automated cash application based on period balance	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
29	Results of automated cash matching process may be viewed and amended online	Cash Processing and Remittances	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
30	System supports partial payments	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
31	User-defined statement formats	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The delivered BIP reports 'Generate Statement' report can be customized per customer needs.
32	What you see is what you get (WYSIWYG) statement designer	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using BI Publisher, the reports can be designed to exact specifications.
33	Statements may be produced in batch or on-demand by users	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
34	Consolidated statements may be produced for any level of the customer hierarchy	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
35	Statement formats may be different by customer class	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

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ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
36	System provides user-defined rules for creation of reminder letters	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle delivers four pre-configured dunning letter templates that can be personalized to meet business requirements, such as company logo, or changing the text in the template itself.
37	WYSIWYG reminder letter designer	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using BI Publisher, the reports can be designed to exact specifications.
38	Reminder letters/statements may be grouped into collection cycles	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle delivers four dunning letter templates, the soft, medium, hard, and final based on the collection cycle.
39	Collection cycles must allow for at least <i>n</i> stages	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Collection Strategies allow organizations to define different collection strategies for different risk scores. The Collection strategies can identify the different stages.
40	Online preview of reminder letters	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Dunning letters can be printed in Draft mode for preview.
41	Individual open items may be flagged for exclusion from reminder letters	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows users to manually exclude a past due item from dunning.
42	Ability for collection agents to document interactions with customers	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Users can record all collection activities i.e., dunning call, follow-up call, to-do, meeting, etc. They can also use the Notes feature to record details of an interaction.
43	Customer interaction record supports attachments (for example, Word documents)	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Users can record a collection activities to record an interaction with the customer. They can upload any attachment for reference.
44	Online collection agent task lists	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		A collection strategy groups a sequence of tasks to help complete a collection process
45	Ability to prioritize tasks in accordance with user-defined rules	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Collections strategy organizes tasks in a sequence to allow efficient tracking and collaboration to complete the collection process.
46	Ability to define collection strategies and identify appropriate customers/open items for action (for example, most collectible items or maximize cash inflow)	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
47	Ability to define scripts for collection agents	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
48	Ability for collection agents to reprint invoices, statements and reminder letters on demand	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
49	Automatic write-offs when short payments are accepted	Collections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Create Automatic Receipt Write-off process can automatically write off remaining balances based on percentage of original Invoice amount, etc.
50	Shared service support (ability to manage customer invoices, remittances and collection processes across multiple entities/business units from one sign on)	Customer Portal	X					Oracle Fusion Enterprise Resource Planning Cloud Service		A collector or Collector Group can be assigned to one or more customers across Business Units for shared service collections.

Accounts Receivable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
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51	System has a portal for customers to access their own account details online	Customer Portal	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Bill Management allows customers to review outstanding transactions, credit memos, monitoring disputes, and make online payments.
52	System has a portal for customers to update their account details online	Customer Portal	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Some, but not all information may be viewed/updated by customers. Other information must be updated by authorized SOH users.
53	Comprehensive customer master to enable online payment acceptance from parents, with online payments automatically posting to the GL or appropriate subledger	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
54	Customers may be grouped/analyzed using coding elements that are separate from general ledger (GL) code segment values	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
55	Customer records may be grouped into bill to/pay from relationships	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Users can establish account and paying relationships between customer to identify whether on Customer can pay for the transactions of each other.
56	Customers may be grouped into multilevel hierarchical structures to represent parent/subsidiary relationships	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Customers can be grouped hierarchically into hierarchical paying relationships or directly into an account relationship.
57	Customer hierarchy data may be imported from external source (for example, Dun & Bradstreet)	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
58	Credit limit specified by customer	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Credit Limits can be maintained as part of each customer's credit profile.
59	Customers automatically placed on hold when credit limit exceeded	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
60	Credit limit checking can be applied to a parent-company level (balance exceeded at a summary level in the customer hierarchy places all subsidiaries on hold)	Customer Processing	X					Oracle Fusion Order Management Cloud Service		Credit Limits can be maintained at the individual company level or at the party level hierarchy.
61	Integrated customer credit checking with external source (for example, Dun & Bradstreet)	Customer Processing					X	Oracle Fusion Enterprise Resource Planning Cloud Service		This feature is currently planned as a future enhancement, however its post 12 months with no timing on delivery. More information can be viewed in on our Roadmaps located in Section 4 of the technical response.
62	Customers may be assigned to user-defined classes for processing (for example, national accounts)	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle extension fields called DFFs can be used to track additional classification attributes.
63	Customers may be put on hold	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
64	System maintains a customer monetary amount limit for individual transactions and overall balance (with warning/hold processing if invoices exceed these limits)	Customer Processing	X					Oracle Fusion Order Management Cloud Service		
65	Support for one-time customers	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		There is no concept of one-time customer. A customer can be inactivated after the first use.
66	One-time customers are deleted when their accounts receivable (AR) balance is zero	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Customer records may be inactivated, but not deleted.

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67	System support accounts payable (AP)/AR netting to calculate net customer balance	Customer Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Netting agreements, AR and AP transactions can be netted
68	Ability to create late payment/finance charges	Disputes	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Use interest tiers and charge schedules to assess increasingly higher late charges the longer a payment is overdue.
69	Ability to flag items as "in dispute"	Disputes	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows users to record a Dispute against a delinquent transaction.
70	Disputed items can be excluded from collection processes	Disputes	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Once a dispute is approved, the appropriate credit memo is created automatically.
71	The system shall provide the ability to identify originator and each modifier of an AR document(s), based on user-defined criteria (e.g., by user ID date/time).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
72	The system shall provide the ability to track AR based on user-defined criteria (e.g., organization/ department, program, object, fund, appropriation, source, project, invoice number, vendor name/number, check number, type of AR, receipt number, contract number).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
73	The system shall provide the ability to receive full or partial payments based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Receivables can record partial payment and apply them toward the original Receipt amount.
74	The system shall provide the ability to capture miscellaneous information in free-form fields attached to AR/customer accounts and invoices.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		May require the use of DFF to capture structured information.
75	The system shall provide the ability to reclassify AR from one account to another account, based on user-defined authorization and criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
76	The system shall provide the ability for both manual and/or auto generation of AR account/customer numbers.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle support Auto numbering for Customer numbers.
77	The system shall provide ability to categorize types and sub-types of AR accounts/customers based on, but not limited to, the following: business, individual, interdepartmental billing, government, non-profit organization, employees.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
78	The system shall provide the ability to track and maintain customers based on user-defined parameters (e.g., customer name/number, bill to address, location, customer contact, user-defined customer type, penalty eligibility status).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
79	The system shall provide the ability to include account history on AR account/customer statements based on user-defined criteria (e.g., aging buckets).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
80	The system shall provide the ability to establish multiple, user-defined dates on AR account/customer records (e.g., credit card transaction date credit card expiration date).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Credit Card Processing requires third-party CyberSource.
81	The system shall provide integration between payables and receivables.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Offerings and products within the Oracle ERP Cloud products are tightly integrated at the database level.
82	The system shall provide the ability to interface and report data from external departmental revenue systems based on user-defined criteria (e.g. department appropriation source).	Interface	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

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83	The system shall provide the ability to interface data from external systems, for use in generation of receivables, including but not limited to: vehicle identification number.	Interface	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
84	The system shall provide the ability to manually and/or automatically assign unique invoice numbers, based on user-defined criteria (e.g., sequentially).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Enable Sequential Numbering Profile Option to auto number Invoices.	
85	The system shall provide the ability to identify and track invoices based on user-defined parameters.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
86	The system shall provide the ability to track AR account/customer records based on user-defined criteria (e.g., payment terms, late fees rates).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
87	The system shall provide the ability for decentralized entry of AR invoices.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
88	The system shall provide the ability to generate invoices, based on user-defined invoice templates (e.g., aging buckets).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
89	The system shall provide the ability to create different types of user-defined invoices, based on user-defined criteria.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
90	The system shall provide the ability to produce invoices based on user-defined parameters (e.g., AR Type; billing cycles).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
91	The system shall provide the ability to automatically prorate billings based on user-defined criteria.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
92	The system shall provide the ability to determine an appropriate rate based on specific field information (e.g. rate based on date/time).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
93	The system shall provide the ability to post AR invoices to the G/L, based on user-defined criteria (e.g., automatically, manually).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Generate Accounting functionality can be run adhoc for a single receipt or in batch for all eligible receipts.	
94	The system shall provide the ability to defer or place on hold billings/invoices, based on user-defined criteria (e.g., continue or place on-hold accumulation of interest charges).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
95	The system shall provide the ability to automatically generate recurring invoices/billings, with an end date or end amount, and with the ability to adjust an invoice based on user-defined parameters.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Recurring Bill plans allows users to create recurring Invoices.	
96	The system shall provide the ability to combine multiple charges for the same AR account/customer on a single invoice, with separate itemization of each charge.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
97	The system shall provide the ability to select an invoice(s) to be suppressed from printing, based on user-defined criteria (e.g., invoice type).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
98	The system shall provide the ability to print multiple copies of invoices and reprint invoices/replacement invoices, based on user-defined criteria (e.g., duplicate invoices/statements marked as "duplicate"; replacement invoices not marked as "duplicate").	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
99	The system shall provide the ability to electronically distribute invoices to selected AR accounts/customers with user-defined control and notification.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Print Receivables Transactions process can email PDF versions of the Invoices to the Customer contact.	

Accounts Receivable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
100	The system shall provide the ability to calculate, bill, and/or waive late charges, interest (e.g., one-time or compounded), penalty fees and other user-defined fees (e.g., collection fee), based on user-defined criteria (e.g., State policy; Department policy, program policy).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Late Charge Schedules, organizations can define custom late charges including tiered charges.
101	The system shall provide the ability to track and report on late fees, interest, and other user-defined fees.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
102	The system shall provide the ability to print fee detail on invoices, based on user-defined criteria.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle Receivables allows users to adjust Invoices using the Manage Transaction Adjustment feature along with Adjustment reason and other details.
103	The system shall provide the ability to correct, modify or reverse invoices, based on user-defined security, workflow, audit history and thresholds.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle Receivables allows users to adjust Invoices using the Manage Transaction Adjustment feature along with Adjustment reason and other details.
104	The system shall provide the ability to make changes (e.g., corrections, modifications, or reversals) to posted transactions through correcting entries.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
105	The system shall provide the ability to link the original invoice number to subsequent invoice adjustments and modifications.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Invoice adjustments are inherently associated with the original Invoice.
106	The system shall provide the ability to create a custom-designed invoice based on user-defined criteria (e.g., AR Type).	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
107	The system shall provide the ability to process internal billing, including journal entries to transfer funds.	Invoice Generation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
108	Supports aging calculations that are based on user-defined time periods	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows organization to define custom Aging buckets for tracking customer balances.
109	Ability to import approved invoices from external billing systems	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Use the AutoInvoice file-based data import spreadsheet to import external billing data.
110	Integration with order processing module (if vendor provides it)	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service; OPTIONAL: Oracle Fusion Order Management Cloud Service		
111	Online entry capability for low-volume invoices	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
112	Recurring invoice entry capability	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Recurring Bill plans allows users to create recurring Invoices.
113	Write-off journals with user-defined reason codes and automated GL p	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Remaining Unapplied amount on a receipt can be written off either manually or automatically based on amount.
114	Adjustment journals (for example, transfer payments between accounts) with automated GL postings if required	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
115	Capability to systematically adjust for generally accepted accounting principles related to revenue recognition	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Accounts Receivable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
116	Ability to create credit memos/refunds	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Receivable allows users to create a credit for an entire credit an entire invoice or individual transaction lines using either a Credit Memo or Refund.
117	Refund creates disbursement request and raises payment if required	Invoice/Journal Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
118	The system shall provide the ability to establish and to track employee payroll accounts receivable (e.g., overpayments), based on user-defined criteria (e.g., employee ID, pay period, A/R Date).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure integration with the State's Payroll System would be built during implementation.
119	The system shall provide the ability to obtain payroll amounts withheld for the purpose of salary overpayment recovery via interface from payroll.	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure integration with the State's Payroll System would be built during implementation.
120	The system shall provide the ability to automate application of employee's salary overpayment recovery to related employee receivable based on user-defined criteria.	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure integration with the State's Payroll System would be built during implementation.
121	The system shall provide the ability to generate a report which tracks receivables for salary overpayments based on user-defined criteria (e.g., reconciles overpayment recovery against related employee receivables).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure integration with the State's Payroll System would be built during implementation.
122	The system shall provide the ability to generate a report which tracks employee advances against related employee receivables.	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure integration with the State's Payroll System would be built during implementation.
123	The system shall provide the ability to identify employee expense claims to be billed as an accounts receivable (e.g., employee travel costs being reimbursed by outside entity).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
124	The system shall provide the ability to generate a collection letter to employees with any amounts owed for advances, based on user-defined criteria.	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
125	The system shall provide the ability to automatically generate customer notifications and correspondence based on user-defined criteria (e.g. notification that payment has been received and account is now current; notification of terminations for delinquent documentation).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
126	The system shall provide the ability to generate and record AR refund request (e.g., for overpayments), based on user-defined workflow and approvals, based on user-defined criteria.	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		When a refund is initiated in Oracle Receivables, it send an request to Oracle Payables for payment.
127	The system shall provide the ability to generate credit memos automatically for approved requests based on user-defined criteria and business rules.	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
128	The system shall provide the ability to write off payment amounts based on user-defined criteria (e.g., discrepancy between payment received and invoice amount).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Create Automatic Receipt Write-offs Process will write off unapplied amounts and closed receipts based on approval limits.
129	The system shall provide the ability to adjust and set late fees, penalties, and interest fees, based on user-defined criteria.	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Use interest tiers and charge schedules to assess increasingly higher late charges the longer a payment is overdue.
130	The system shall provide the ability to create automatic notifications to collection agencies based on user-defined criteria.	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
131	The system shall provide the ability to track the delinquency history of customers based on user-defined criteria (e.g., number of instances of delayed payment).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Accounts Receivable			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
132	The system shall provide the ability to post AR collections based on user-defined parameters (e.g., multiple years, multiple funds, program project).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
133	The system shall provide the ability to inquire against and to age pending (e.g., uncleared collections) transactions, with ability to generate notification for required action, based on user-defined criteria.	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
134	The system shall provide the ability to process and track all aspects of a "bad check" or NSF check payment, based on user-defined criteria (e.g., generation of AR; penalty/ bounced check fee).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service	This requirement will be met in the Cash Management Module.	
135	The system shall provide the ability to track dishonored checks by user-defined parameters (e.g., receipt type, user-defined deposit number).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service	This requirement will be met in the Cash Management Module.	
136	The system shall provide the ability to generate notification letter and a new invoice resulting from a dishonored check (include additional fees), based on user-defined criteria and audit trail (e.g., retaining original entry).	Management of AR	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
137	The system shall provide the ability to generate a report on open items (e.g., current and past due invoices, debit memos, uncleared collections) and closed items.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
138	The system shall provide the ability to generate a detailed report on AR invoices which have been closed for reasons other than final payment, based on user-defined criteria (e.g., detailed history of steps taken that led to write-off).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
139	The system shall provide the ability to query on and generate a detailed AR aging report, based on user-defined criteria (e.g., sorting by age range of invoices, by organization structure).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	Ability to electronically upload bank statements	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle supports the industry standard BAI2 (Bank Administration Institute) file format for import of electronic bank statements.
2	Ability to automate cash receipts and cash allocation/reconciliation without IT involvement in preparing the data exports for upload	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Use rules, the Auto bank reconciliation process can reconcile Bank transactions to Payables and Receivables transactions.
3	Reconciliation of transactions in user-designated bank accounts	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Bank Statement Reconciliation Matching Rules provides the ability to match transactions to specific bank accounts.
4	User entry of cash items on bank statement	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		For Cash deposits on Bank statements, users can record a corresponding Miscellaneous receipt or External transaction.
5	The system shall provide the ability to interface daily deposit information from financial institutions based on user-defined criteria (e.g., org code, bank/treasury account #, check date, check number, report of deposit number and amount, location code, monthly deposit and other disbursement information).	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
6	The system shall enable bank statement upload for reconciliation of cash transactions.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The transmission and import of Electronic Bank Statement files can be automated for a seamless end-to-end Autoreconciliation process.
7	The system shall support all standard electronic bank statement formats (e.g., BAI2; SWIFT940) based on pre-defined mapping templates and create custom mapping templates for loading user-defined bank statement formats.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle supported BAI2, SWIFT940, and other international electronic bank statement formats.
8	The system shall provide the ability to reconcile bank account statements to the GL.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Cash to General Ledger Reconciliation Report allows users to compare the GL cash account balance against the bank account balance.
9	The system shall provide the ability to perform online bank reconciliation for manual checks, automated checks, and direct transfers based on user-defined criteria.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle's Automatic reconciliation process will reconcile all Payments issues out of Oracle, regardless of payment method.
10	The system shall provide the ability to identify outstanding checks, deposits and adjustments which did not clear during bank reconciliation.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Cash in Transit Report identifies all transactions that have been remitted to the bank but haven't been cleared.
11	The system shall provide the ability to validate, review and correct any data or reconciliation errors online, based on user-defined criteria and business rules.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Auto Reconciliation rules allow users to configure the reconciliation process to their business needs. The results of the Auto Reconciliation process can be overridden and manually reconciled by authorized users.
12	The system shall provide the ability to change the status of a check online without affecting the original receipt/ disbursement transaction, based on user-defined approvals and criteria.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
13	The system shall provide the ability to access or produce financial institution statements and book balance for each account, based on user-defined time period (e.g., calendar month; fiscal period).	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The daily feed of bank statements from the banking institutions with the Opening Balance and Closing balance for each day allows for this capability.

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
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14	The system shall provide the ability to account for and reconcile bank accounts and provide monthly bank account statements, with deposit and disbursement information; based on user-defined criteria, business rules, and defined tolerance levels.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
15	The system shall provide the ability to correct check/deposit amounts without affecting the original receipt/disbursement transaction, and to make online adjustments (e.g., reestablishment of check), based on user-defined authorization.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
16	The system shall provide the ability to post checks, deposits, and adjustments to bank reconciliation system, based on user-defined parameters.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service	The Auto reconciliation process automatically reviews all payments and Receipts (deposits) recorded in AP and AR and matches them to the Bank statement transactions based on matching rules.	
17	The system shall provide the ability to retrieve and archive paid checks. Images for 10 years/per state statutory retention.	Bank Reconciliation					X		Oracle ERP Cloud does not retain the images of cleared checks. Check image retention is typically a function of the bank.	
18	The system shall provide the ability to identify outstanding checks based on user-defined criteria, including but not limited to: by check number, account number, amount, date, payee/vendor, fund, organization, appropriation, user-defined ranges (e.g., date range, dollar range; age range).	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service	The Cash in Transit Report identified all Payments that have been remitted to the bank but hasn't cleared.	
19	The system shall provide the ability to archive prior period paid and voided check information, and cleared adjustments, based on user-defined parameters (e.g., calendar year, fiscal year).	Bank Reconciliation					X		Oracle ERP Cloud does not currently support archiving transactions.	
20	The system shall provide the ability to process and identify returned items (e.g., dishonored checks) and bank adjustments.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service	The daily electronic Bank statement files will include reversal transaction including dishonored checks and NSF transactions.	
21	The system shall provide the ability to link adjustments to related AR and/or AP transaction, based on user-defined criteria.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service	The bank statement reconciliation process will match Bank statement transactions to AP and AR transactions, either automatically or manually.	
22	The system shall provide the ability to automate the reversal of NSF or rejected receipts	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service	System will unreconcile the original bank statement line thereby reversing the Reconciliation status of the associated AP and AR transactions.	
23	The system shall provide the ability to track and manage stale-dated checks, based on user-defined criteria.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
24	The system shall provide the ability to generate "bank statements", by fund, by organization, by appropriation, by account, by user-defined time period (e.g., daily, weekly, monthly), based on user-defined parameters.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
25	The system shall provide "Bank-to-Book" reporting.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service	The Cash to General Ledger Reconciliation Report allows users to compare the GL cash account balance against the bank account balance.	
26	The system shall provide the ability to generate an outstanding check register selected by check range, date, and payee/vendor, etc., and other information, based on user-defined criteria.	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

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ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
27	The system shall provide the ability to generate bank reconciliation reports at both the detail and summary level, including, but not limited to the following:	Bank Reconciliation								
28	Combination Issues/Paid Report	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Auto Reconciliation can handle one bank statement transaction to many Payables or Receivables transactions.
29	Balancing Reports	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
30	Memos Report	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
31	Deposit Report	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
32	Daily Activity Report	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
33	Check Register	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
34	Check History	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
35	Daily Check Sheet	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
36	Cancel and Voids	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
37	Monthly Totals (e.g., issued; redeemed; outstanding)	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
38	Deposits In Transit	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Cash in Transit Report identified all transactions that have been remitted to the bank but haven't been cleared.
39	Cash in Transit	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Cash in Transit Report identified all transactions that have been remitted to the bank but haven't been cleared.
40	Reconciliation to GL/Trial Balance	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Cash to General Ledger Reconciliation Report allows users to compare the GL cash account balance against the bank account balance.
41	Outstanding Checks	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Cash in Transit Report identified all transactions that have been remitted to the bank but haven't been cleared.
42	The system shall provide the ability to generate notifications based on user-defined criteria (e.g., when the "bank statement" has not been reconciled to G/L; significant reconciling items have not been cleared).	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
43	Integration with Society for Worldwide Interbank Financial Telecommunication (SWIFT)	Bank Reconciliation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle supports SWIFT940 Electronic Bank statement formats.
44	System maintains daily cash book of all cash transactions	Cash Book	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
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45	The system shall provide the ability to generate a unique document identifier for each receipt, based on user-defined numbering convention.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Typically, high volume cash receipts are best managed using a Cashiering solution. However, Oracle has the ability to record receipts as Miscellaneous Receipt or Ad Hoc Payment External transaction.
46	The system shall provide the ability to track receipt and deposit processing, based on user-defined criteria and user-defined business rules.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
47	The system shall provide the ability to record receipts, based on user-defined receipt categories.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		This can be done using Oracle's DFF feature (configurable custom fields).
48	The system shall enable the receipt of funds through multiple payment types and methods, including but not limited to check, wire transfer, EFT, direct debit and credit card, ACH, pre-authorized checking, electronic payments, etc., based on user-defined criteria.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
49	The system shall provide the ability to enter and record cash deposits based on user-defined criteria and business rules (e.g., by subaccount; by default account, such as program ID, based on org ID of depositor; centralized release of postings to GL).	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
50	The system shall provide automated cash receipt capabilities (e.g., interfaced cash receipts are processed against open invoices).	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle's AR allows Standard Receipts to be applied to Open Receivable items such as Invoices, Credit memos, etc.
51	The system shall provide the ability to reprint any receipt.	Cash Deposits/ Receipts			X					Oracle ERP Cloud provides back end office functionality for Accounts Receivable. A third-party cashiering solution might be required for front end acceptance of cash receipts.
52	The system shall provide the ability to correct or reverse the application of cash receipts (e.g., wrong invoice number, date, amount, NSF), based on user-defined criteria and approvals.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle's AR allows Standard Receipts to be applied to Open Receivable items such as Invoices, Credit memos, etc.
53	The system shall provide the ability to track and apply advance collections, pre-pays and overpayments, based on user-defined approvals.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
54	The system shall provide the ability to receive and process miscellaneous receipts.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows users to record a Miscellaneous Receipt for Customer payments that do not have an associated Customer Invoice in Oracle.
55	The system shall provide ability to receive cash without billing or invoicing involved, based on user-defined criteria (e.g., inclusion of cash receipt in cash management report for bank reconciliation).	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows users to record a Miscellaneous Receipt for Customer payments that do not have an associated Customer Invoice in Oracle.
56	The system shall provide the ability to apply/split a receipt/ deposit across multiple funds, multiple years, and other user-defined parameters (e.g., by percentage).	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Receipts can be split across multiple GL Distributions.
57	The system shall provide the ability to spread a single or partial receipt over multiple invoices, by user-defined allocation (e.g., specified percentage per invoice; by age of invoice), and by other user-defined criteria (e.g., invoice number, date).	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Users can apply a Standard Receipt to multiple Customer Invoices or Credit Memos by specific amounts.
58	The system shall provide the ability to apply payments to select invoices and to track and view remaining balances.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Customer Account Details review page provides a detailed view of the remaining balances.

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
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59	The system shall provide the ability to capture user-defined receipt descriptions and/or comments.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows the ability to record additional information using configurable expansion fields called DFF.
60	The system shall provide the ability to automatically apply receipts based on user-defined criteria (e.g., by customer, by location; by type of revenue) and user-defined percentages.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The AutoApply feature automatically applies receipts based on the AutoMatch rule set.
61	The system shall provide the ability to apply receipt to closed invoices, via re-establishment/re-opening of invoice, based on user-defined authorization.	Cash Deposits/ Receipts	X							Users can Unapply a receipt which reopens all Customer Invoice line that was previously closed by the receipt.
62	The system shall provide the ability to split receipt into principal, additional fees (if any), interest, tax, penalty and other types of fees including, but not limited to, any combination of user-defined parameters.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using Oracle Billing, users can record freight charges, taxes, and other fees to a Customer Invoice transaction or to each transaction line.
63	The system shall provide the ability to generate notification of receipt of funds, which is linked to pending expenditures that are on-hold (e.g., payment vouchers which have been held pending receipt of federal funds), based on user-defined criteria and approvals.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
64	The system shall provide the ability to manually process dishonored checks in the system or to accept and load an electronic bank file with dishonored check information.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Dishonored checks are typically included on the Bank statement file using specific bank transaction code and reversal indicator.
65	The system shall provide the ability to automatically post the A/R entry resulting from the dishonored check.	Cash Deposits/ Receipts	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
66	Cash-flow forecast generated based on items in accounts payable (AP) and accounts receivable (AR) modules	Cash Forecasting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Cash position forecasting uses inflow and outflow projections based on AP and AR invoices that are due and overdue, including unpaid or partially paid invoices.
67	Daily cash position forecasting	Cash Forecasting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Cash position forecasting uses inflow and outflow projections based on AP and AR invoices that are due and overdue, including unpaid or partially paid invoices.
68	User-defined cash-flow forecast periods	Cash Forecasting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Forecasts can be run for any number of day by selecting days on the reporting parameter.
69	User entry of cash items not in AP and AR systems	Cash Forecasting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
70	"What-if" analysis based on moving due dates or receipt dates	Cash Forecasting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
71	Forecast cash flow based on pending payments/ encumbered funds and account balances, detect when additional funds are needed in a particular account, and leverage automated workflows to alert the appropriate parties to move additional funds into an account as necessary	Cash Forecasting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Cash position forecasting uses inflow and outflow projections based on AP and AR invoices that are due and overdue, including unpaid or partially paid invoices.
72	The system shall provide the ability to maintain a set of accounts of all monies received and paid, based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
73	The system shall provide the ability to record the segregation of money in the State Treasury from money outside the State Treasury (e.g., agency checking accounts.).	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Cash Balance page allows users to review Cash Position data by individual banks or by Bank Groups.
74	The system shall provide the ability to identify receipts and disbursements and to prepare monthly and point in time cash basis reporting, based on user defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

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75	The system shall provide the ability to enter and record deposits based on user-defined criteria (e.g., by subaccount; by default account, such as program D, based on the org D of the depositor).	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		For Miscellaneous deposits, the system allows users to record the GL Distribution data (Fund, Department, Account, Program ID etc.) For Standard deposits, this information is retrieved from the associated AR Invoices.
76	The system shall provide the data required to maintain cash projections, based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
77	The system shall provide the ability to rollup departmental projections to State-level projections, based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
78	The system shall provide the ability to maintain and report data on cash held within department checking accounts, which are outside of the State Treasury, based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Departmental Checking accounts can be setup for Bank Statement processing to meet this requirement.
79	The system shall provide the ability to process all items currently presented to the State Treasury, and to reconcile items with external departmental systems..	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		External system transactions can be uploaded into Oracle at which point that can be included in the Bank Reconciliation process.
80	The system shall provide the ability to ensure that all disbursements have sufficient cash based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		This can be accomplished with reporting. Oracle is currently evaluating an enhancement to automate this process.
81	The system shall provide the ability to record and identify deposits, based on user-defined criteria .	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
82	The system shall provide the ability to process EFT transactions based on user-defined criteria (e.g., location).	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
83	The system shall provide the ability to process ACH - Credit Cards and debit card, and electronic payment transactions.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CyberSource is required for the token credit card processing.
84	The system shall provide the ability to download and process bank files.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The 'Process Electronic Bank statement' process can retrieve the electronic bank statement file from an accessible external sources and transmit it using various secure industry standard protocols for upload.
85	The system shall provide the ability to generate notifications, when departments submit requests to "draw down" federal funds or to send cash directly to the State Treasury, and to provide data on the amount to be received, expected receipt date, department, contact person, and other user defined information, based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
86	The system shall provide the ability to automatically generate notifications when departments request a wire transfer payment to be received and issued the same day, and to provide data on the amount to be received, expected receipt date, department contact person, and other user defined information, based on user-defined criteria.	Cash Management		X				Oracle Fusion Enterprise Resource Planning Cloud Service	Medium	
87	The system shall provide the ability to maintain and report data on the cash within the State Investment Pool and Bond Investment Pool Programs based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		This would be a function of the application used to manage the Government Investment pool.

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
88	The system shall provide the ability to record, calculate, and maintain data required by the Cash Management Improvement Act (CMIA), including but not limited to:	Cash Management								
89	Identification of Transactions Funded By Major Federal Programs	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
90	Tracking of Federal Funds Deposits, By Cash/ Redemption Date	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
91	Tracking of Federal Funds Expenditures (e.g., payroll, vendor payments)	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
92	Determination of Clearance Patterns	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
93	Calculation of Federal Portion of Payment (FPP)	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
94	Calculation of Interest pursuant to user/Federal CMIA guidelines	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
95	The system shall provide the ability to generate a report on compliance with the requirements of the Cash Management Improvement Act (CMIA), based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
96	The system shall provide the ability to interface data required for generation of CMIA report from external systems (e.g., DOT-FAST).	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
97	The system shall provide the ability to track and generate a report on direct costs associated with implementing the requirements of the Cash Management Improvement Act (CMIA), based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
98	The system shall have the ability to maintain and report data on the fund, amount, date and number of checks issued and released, based on user-defined criteria.	Cash Management	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
99	The system shall provide the ability to project interest earned, by classification structure (e.g., GL account), and incorporate projections into cash flow estimates.	Cash Projections	X					Oracle Fusion Enterprise Performance Management Cloud Service		
100	The system shall provide the ability to incorporate commitments (e.g., purchase orders, contracts, payment vouchers) into cash flow projections, based on user-defined criteria.	Cash Projections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
101	The system shall provide the ability to interface payroll data for purposes of projections for cash flow, based on user-defined criteria.	Cash Projections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Cash Positioning process includes Payroll payments as part of Cash Position and Forecasting reports.
102	The system shall provide the ability to project cash flows from external and feeder systems based on user-defined criteria.	Cash Projections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Cash Positioning process includes External transactions recorded in Oracle as part of Cash Position and Forecasting reports.
103	The system shall provide the ability to analyze projected cash flows based on user-defined criteria.	Cash Projections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
104	The system shall provide the ability to export cash forecasts to MS-Excel and other user-defined formats	Cash Projections	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The SmartView Excel add-in allows uses to use MS-Excel to review and analyze the Cash Position reports.
105	System provides an unclaimed property process	Compliance	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
106	System can maintain investment and loan information	Debt and Investment Management			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
107	Automatic journal entries for periodic interest income and expense	Debt and Investment Management			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
108	The system shall provide the ability to record and track donations based on user-defined criteria and user-defined time period.	Donations	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle AR can record donations as Miscellaneous receipts and account it as such using a Donations Asset Account and revenue account.
109	The system shall provide the ability to prevent duplicate entry of donor record based on user-defined criteria.	Donations	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Private Donors can be recorded as a Customer to fulfil this requirement.
110	The system shall provide the ability to track and report on donations based on user defined criteria (e.g., in compliance with State requirements).	Donations	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Private Donors can be recorded as a Customer to fulfil this requirement.
111	The system shall provide the ability to track and generate multiple versions of acknowledgement (e.g. thank you) letters to donors based on user-defined criteria (e.g., in cases of multiple donations by a single donor, donor shall receive different versions of letter for each donation).	Donations	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
112	The system shall provide forecasting capabilities for cash inflows including but not limited to:	Forecasting	X							A third-party Treasury solution is required.
113	Tax revenues (with at least 12 types of taxes)	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
114	Non-tax revenues (at least 10 types)	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
115	Maturing investments	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
116	Federal funds	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
117	DCCA (Dept of Commerce & Consumer Affairs)	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
118	Bond Sales	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
119	Miscellaneous Inflows (user-defined categories)	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
120	The system shall provide forecasting capabilities for cash outflows including but not limited to:	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
121	Payroll	Forecasting	X							
122	Debt Service	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
123	Welfare	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
124	Capital Improvement Programs	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
125	Employee Benefits	Forecasting	X							
126	Tax distribution to counties	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
127	Miscellaneous Outflows (user-defined categories)	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
128	The system shall have the ability to provide the extensive revenue forecasting functionality required by large revenue collecting departments and the B&F.	Forecasting	X							To enable forecasting, data will reside in Oracle Cloud. CherryRoad will then meet the requirement by developing a report for the State using delivered Oracle reporting tools.
129	The system shall provide the ability to calculate cash flow (e.g., receipts and disbursements, General Obligation bond cash balance), and to forecast cash position and requirements, based on any level in the organization structure, by user-defined criteria.	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
130	The system shall provide the ability to maintain receipts information, based on user-defined approvals, user-defined time period (e.g., weekly), and user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle ERP cloud does maintain receipt information, however receipt approvals are not available.
131	The system shall provide the ability to extract and compile accruals for receipts, reimbursements, expenditures, and other user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
132	The system shall provide the ability to sort and organize funds into different classifications, based on user-defined criteria for reporting purposes.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
133	The system shall provide the ability to calculate average daily, monthly and quarterly, fiscal year cash balance by fund, appropriation, category, group and organizational unit, in order to adjust these average cash balances as needed, based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the capability to track daily balances for a ledger and calculate the averages over different periods such as Monthly, Quarterly, etc.
134	The system shall provide the ability to track/monitor and comply with the requirements of the Cash Management Improvement Act (CMIA) based on user-defined criteria and user-defined workflow (e.g., workflow between B&F and departments for generation and verification of CMIA reporting).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad will configure the report using the Oracle delivered reporting toolset.
135	The system shall provide the ability to post reversing entries.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows users to reverse both invoice-related and non-invoice related receipts and optionally create a Debit memo.
136	The system shall provide the ability to track daily cash position, based on user-defined criteria (e.g., GL account, subsidiary ledger).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
137	The system shall provide the ability to identify/flag pending transactions (e.g., payment vouchers), which can be put on hold, based on user-defined parameters (e.g., cash forecast is negative; Federal cash is available for drawing down, but there is no appropriation authority).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		This can be accomplished by manually flagging the payment. Oracle is currently evaluating an enhancement to automate this process.
138	The system shall provide the ability to flag funds to be utilized first, based on user-defined criteria (e.g., cash on-hand, federal funds).	General					X			This feature is currently planned as a future enhancement, however its post 12 months with no timing on delivery. More information can be viewed on our Roadmaps in Section 4 of the Technical Response.
139	The system shall provide the ability to report fund transfers between bank accounts based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Bank statements will report Transfer In and Transfer Outs for the respective bank accounts.
140	The system shall provide the ability to reconcile unremitted cash by user-defined parameters (e.g., fiscal year, fund, type, source, and appropriation to GL).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
141	The system shall provide the ability to reconcile notices of deposits, based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		A third-party Treasury solution is required for Investment and Debt.
142	The system shall provide the ability to interface with third-party providers for on-line receipts/payments and deposits based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
143	The system shall support the use of lockbox functionality.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle supports the upload of lockbox transactions as part of the BAI2 bank statements interface process.
144	The system shall provide the ability to maintain, track, and query data on securities held to secure deposit balances (HRS Chap.38) based on user-defined criteria, including but not limited to:	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
145	Control Number	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
146	Security Type	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
147	Depositor (i.e., for whom the collateral and securities are being held)	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
148	Depository (i.e., financial institution who has pledged the security)	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
149	Holder (i.e., financial institution who is holding the collateral security)	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
150	Entry Date (official pledge date)	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
151	Category (i.e., what security is being used for)	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
152	Confirmation Date (i.e., the settlement or receipt date of the safekeeping deposit)	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
153	Receipt Number	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
154	Receipt Date	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
155	Description	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
156	Interest Rate of Security	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
157	Due Date	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
158	Par Value	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
159	Rating	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
160	Market Value	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
161	The system shall provide the ability to maintain, track, and query data on collateral securities based on user-defined criteria, including but not limited to:	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
162	Financial Institution	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
163	Deposit - State Amount	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
164	Deposit - Employee Retirement System (ERS) Amount	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
165	Federal Insurance	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
166	Dollar Value of Non-Pass-Through Securities	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
167	Dollar Value of Pass-Through Securities	General			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
168	The system shall provide the ability to distribute interest earnings to the participants in the State Investment Pool and Bond Investment Programs based on program requirements.	Interest Earnings Allocation			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
169	The system shall provide the ability to maintain data on State Investment Pool Program and Bond Investment Pool Program investments with premiums and discounts, and to amortize the premium and discount on those investments for use in the interest distribution based on user-defined criteria.	Interest Earnings Allocation			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
170	The system shall provide the ability to calculate interest on specified F	Interest Earnings Allocation			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
171	The system shall provide the ability to interface detailed and summary level data from financial institutions based on user-defined frequency (e.g., daily, weekly, monthly, quarterly) and user-defined criteria (e.g., receipts, expenditures, cash balance by bank account, program ID, organization unit).	Interface	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
172	The system shall provide the ability to interface data on cash flows, both actual and projected, from external systems (including an Investment portfolio management system) based on user-defined criteria.	Interface	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
173	The system shall provide the ability to process internal loans (e.g., cash flow loans), including processing entries for borrowing and repayment of specified funds, based on user-defined criteria (e.g., specific funds are designated as available to borrow from).	Loans - Internal			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
174	The system shall provide the ability to establish, track and repay interim financing loans for bonds based on user defined criteria.	Loans - Internal			X					CherryRoad has included Kyriba as the recommended Investment and Debt solution.
175	The system shall provide the ability to generate a daily cash deposit entry report, based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
176	The system shall provide the ability to generate a daily bank deposit listing, by location and bank account number, based on user-defined criteria (e.g., allocation information).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
177	The system shall provide the ability to generate a daily cash receipt report by batch receipt code, or by other user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		A custom OTBI report can be created to meet this requirement.
178	The system shall provide a cash receipts report based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		A custom OTBI report can be created to meet this requirement.
179	The system shall provide the ability to generate a cash receipts and disbursements report, by fund, appropriation, G/L account, source code, object, program structure, project (including work phase), any level of the organization structure (e.g., statewide, department, group), fiscal year, date, and by revenue/expenditure account or classification.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
180	The system shall provide the ability to generate a cash receipt reconciliation report, by user-defined time period (e.g., weekly, monthly), based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Cash Management			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
181	The system shall provide the ability to generate daily cash position statement (Statement of Cash by Fund per HRS) and management reports, based on user-defined criteria (e.g., GL account, subsidiary ledger).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
182	The system shall provide the ability to generate a report on available cash balance and total cash advanced to Subsidiary Account, based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
183	The system shall provide the ability to generate a report on average daily, monthly, and quarterly cash balances, by user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
184	The system shall provide the ability for cash basis reporting which details and summarizes receipts and disbursements (e.g., accounts receivable, accounts payable), based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
185	The system shall provide the ability to generate cash forecast reports reflecting beginning cash, inflows, outflows, and ending balance, by user-defined parameter (e.g., by fund, by appropriation, by month).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Cash forecast reports are provided on a legal entity basis. Cash forecast reports are run by individual or group bank accounts.	
186	The system shall provide the ability to generate a report of interest earned on investments by month and year to date, or other user defined criteria.	Reporting			X				CherryRoad has included Kyriba as the recommended Investment and Debt solution.	
187	The system shall provide the ability to generate a cash management report, which monitors the timeliness of check deposits (e.g., date of check, date check received, date check was deposited, date check was remitted, date check was posted), based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Descriptive Flexfields can be configured to track date fields for reporting.	
188	The system shall have the ability to generate error reports, based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
189	The system shall have the ability to generate cash status report, at summary and detail level, by user-defined parameter (e.g., bank account), based on user-defined frequency (e.g., daily, weekly, monthly, quarterly) and user-defined criteria (e.g., transaction detail by document number; receipts; expenditures; cash balance by bank account, program ID, organization unit).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
190	The system shall have the ability to generate cash control register, including deposits, expenditures and encumbrances, based on user-defined criteria (e.g., by Org ID, By SubOrgID, by document number) and user-defined time period.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
191	The system shall provide the ability to generate cash reports, at summary and detail level, by user-defined parameter (e.g., fund), based on user-defined time period (e.g., weekly, monthly, quarterly, annually), and user-defined criteria (e.g., receipts, expenditures, cash balance by bank account, program ID, organization unit).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
192	The system shall provide the ability to generate reports on securities pledged for collateral based on user-defined criteria, including but not limited to:	Reporting			X				CherryRoad has included Kyriba as the recommended Investment and Debt solution.	
193	Summary of Par and Market Value of Securities Pledged	Reporting			X				CherryRoad has included Kyriba as the recommended Investment and Debt solution.	
194	Collateral Securities Pledged By Banks: enable user-defined valuation as a % of par value.	Reporting			X				CherryRoad has included Kyriba as the recommended Investment and Debt solution.	

Purchasing			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	Unapproved requisitions by requisitioner	Inquiries	X					Oracle Fusion Procurement Cloud Service		Requisition inquiries are available in the user interface and in Business Intelligence reports. CherryRoad has a library of prebuilt reports which can be integrated easily with Oracle BI tools.
2	Unapproved requisitions by approver	Inquiries	X					Oracle Fusion Procurement Cloud Service		
3	Unapproved purchase orders by approver	Inquiries	X					Oracle Fusion Procurement Cloud Service		
4	Open purchase orders by supplier	Inquiries	X					Oracle Fusion Procurement Cloud Service		
5	Open purchase orders by approver	Inquiries	X					Oracle Fusion Procurement Cloud Service		
6	Requisition history (shows requisitioner status of any requisition including related purchase orders, receipts and invoices)	Inquiries	X					Oracle Fusion Procurement Cloud Service		
7	Ability to configure business rules for hard approvals (i.e., preventing an approver from going over a certain limit) and soft approvals (i.e., warning an approver that they are going over their approval limit, while still permitting the approval)	Policy & Compliance	X							CherryRoad has experience in developing approval rules and processes to handle policy and compliance approval rules, including these cases.
8	Ability to configure automatic flagging/ routing of vendor information that does not match across the PO, receipt, and invoice to the appropriate party for review/updates	Policy & Compliance	X							This situation would not occur in the Oracle Fusion applications as it is an integrated solution and the Vendor record is shared across modules.
9	Ability to configure business rules for establishing purchasing and approval restrictions (e.g., maximum dollar amounts allowed by role for any single purchase; maximum dollar amounts allowed by role for purchases in aggregate; restricted items by role, etc.)	Policy & Compliance	X					Oracle Fusion Procurement Cloud Service		
10	Ability to print approved purchase order at the source (ability to override Vendor Master delivery method)	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		Printing and overriding Vendor Master delivery is available from the Purchase Order.
11	Approval routing of PO transactions by configured business rules (e.g., PO transactions <\$XXX and PO transactions >\$X,XXX)	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		Approval rules can be configured to meet PO transaction requirements.
12	Create purchase orders by selecting and grouping requisition lines	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		
13	Supports blanket orders	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		
14	Purchase order approval subject to available funds checking	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		Encumbrance funds checking is integrated in the Purchase Order process.
15	Ability to close out purchase orders either individually or a mass change	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		
16	Online entry of purchase orders	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		
17	Create purchase orders directly from master vendor contract	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		Purchase order processing links to the associated contracts.

Purchasing			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
18	Change order capability, with audit trail documenting the change (subject to availability of funds if applicable)	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		Change orders and auditing is integrated with funds checking ability.
19	Ability to document a receiver report associated with a PO	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		Report for Receiving will show the associated Purchase order fields as needed.
20	Dock receiving at the purchase order line level	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		The ability to have dock receiving is available at the line level.
21	Desktop receiving for services and consumables	Purchase Order Processing	X					Oracle Fusion Procurement Cloud Service		Receiving for services and consumables is available on the user desktop.
22	The system shall support the use of purchasing cards (pCard)	Purchasing Card (pCard)	X					Oracle Fusion Enterprise Resource Planning Cloud Service		P-Card functionality, Accounting accuracy, importation of back records and reconciliation is available in the system.
23	The system shall record pCard expenses in the appropriate accounts	Purchasing Card (pCard)	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
24	The system shall support pCard reconciliation between accounts and bank records	Purchasing Card (pCard)	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
25	The system shall support import of pCard bank records	Purchasing Card (pCard)	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
26	Purchase orders by vendor	Reports	X					Oracle Fusion Procurement Cloud Service		Oracle has the ability to have integrated reports from the user interface as well as system generated reporting; and the business intelligence reporting tool is powerful, complete, and easy to use.
27	Purchase order audit (history of any purchase order, showing related requisitions, receipts and invoices along with any change order activity)	Reports	X					Oracle Fusion Procurement Cloud Service		
28	Unfulfilled purchase orders by date (shows purchase order lines that are not yet fully received by user-defined date ranges)	Reports	X					Oracle Fusion Procurement Cloud Service		
29	Online requisition entry at various levels of the organization	Requisition Processing	X					Oracle Fusion Procurement Cloud Service		Users are granted access by roles and various levels of the organization can requisition online.
30	Rule-based requisition review and approval workflow and electronic approval	Requisition Processing	X					Oracle Fusion Procurement Cloud Service		Approval by requisition approval workflow is integral to the overall electronic paperless system of requisitioning.
31	Requisition approval subject to availability of funds checking	Requisition Processing	X					Oracle Fusion Procurement Cloud Service		
32	Create requisitions from online catalog	Requisition Processing	X					Oracle Fusion Procurement Cloud Service		Online catalogs can be created to search for inventory, punch outs to Vendor catalogs as well as catalog items.
33	Mobile app for requisition approval	Requisition Processing	X					Oracle Fusion Procurement Cloud Service		Mobile approvals are available from phones and tablets.
34	Ability to create supplier master data without a vendor being established in the accounts payable (AP) module	Vendor Master	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Supplier information is integrated and suppliers may be not assigned to payables activities as needed.
35	Ability to mask private information such as bank account numbers unless the user has appropriate access rights	Vendor Master	X					Oracle Fusion Procurement Cloud Service		Bank account numbers are masked by default.

Purchasing			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
36	Ability to maintain preferred vendor lists	Vendor Master	X					Oracle Fusion Procurement Cloud Service		Preferred Vendor lists are available.
37	E-signature workflow integration to facilitate requisition approval tracking, as well as the automated posting of entries to the journal ledger when purchases are later received	Workflow	X					Oracle Fusion Procurement Cloud Service		Workflow processing tracking and integration across the applications including finance and automated journal posting is available.

Data Warehouse			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	The system shall comply with the state and federal data security requirements surrounding financial data elements.	Security	X					Oracle Analytics Cloud		
2	The system shall have data privacy encryption at rest and in movement/delivery.	Security	X					Oracle Analytics Cloud		
3	The system shall have the ability to restrict access by roles, groups, users. Access might be restricted to certain data sets, features, by data source, etc.	Security	X					Oracle Analytics Cloud		
4	The system shall use a dimensional modeling schema (Star, Snowflake, etc.).	Architecture	X					Oracle Autonomous Data Warehouse		
5	The system shall support Slowly Changing Dimensional (SCD) tables.	Architecture	X					Oracle Autonomous Data Warehouse		
6	The system shall have a data repository that includes various types of data: structured, semi-structured, flexible structure, and unstructured.	Architecture	X					Oracle Autonomous Data Warehouse + Oracle Object Storage		
7	The system shall refresh data in near real-time while maintaining full AC D transactional consistency.	Architecture	X					Oracle Autonomous Data Warehouse	Defined by use cases	
8	The system shall be able to adapt to workload needs; dynamically expanding and scaling back compute resources as needed to maximize performance and concurrency.	Architecture	X					Oracle Autonomous Data Warehouse		
9	The system shall have the ability to run multiple analytic workloads in parallel - with independent resource scaling.	Architecture	X					Oracle Analytics Cloud		
10	Data queries generated as result of user interaction with the business intelligence / data warehouse applications shall not affect existing performance of the transactional database(s) from which data are pulled.	Architecture	X					Oracle Autonomous Data Warehouse		
12	The system shall be appropriate in scale for the business requirement needs.	Architecture	X					Oracle Analytics Cloud		
13	The system shall have a backup strategy that also includes backup of non-recoverable transactions (i.e. incremental strategy, ETL strategy, etc.)	Recovery	X					Oracle Data Integrator		
14	The system shall have customizations and white labeling to allow users to customize the system to their preferences and needs.	Platform Functions	X					Oracle Analytics Cloud	White labeling can happen in the analytics tool along with the security functions	
15	The system shall have customizable data visualization capabilities - dashboards - with user-friendly features.	Data Visualization	X					Oracle Analytics Cloud		
16	The system shall have interactive data visualization capabilities - charts, graphs, etc.	Data Visualization	X					Oracle Analytics Cloud		
17	The system shall be designed and documented for intuitive usability and high adoption.	Analytics	X					Oracle Analytics Cloud		
18	The system shall allow for for canned and ad-hoc self-service reporting and analytics using near real-time data.	Analytics	X					Oracle Analytics Cloud		
19	The system shall have the capability for job workflows and orchestration.	Analytics	X					Oracle Analytics Cloud		
20	The system shall have interactive reporting capabilities that allow users to filter, slice and dice, drilldown, crosstab, sort, format, pin, schedule, print, etc.	Analytics	X					Oracle Analytics Cloud		
21	The system shall have OLAP operations including rollup, drill-down, slice and dice, multi-dimensional analysis, data exploration, and time-series auto generation.	OLAP	X					Oracle Analytics Cloud		
22	The system shall include a modern mechanism for extract, transform, and load (ETL) capabilities as well as extract,load, and transform (ELT) capabilities.	Integration	X					Oracle Data Integrator		
23	The system shall have the ability to use the data warehouse as a data source for various integration tools including, but not limited to, HADOOP and HIVE.	Integration	X					Oracle Analytics Cloud		

Data Warehouse			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
24	The system shall have regulatory compliance capabilities.	Decision Services	X					Oracle Analytics Cloud		
25	The system shall have threat/fraud detection capabilities.	Decision Services	X					Oracle Analytics Cloud		
26	The system shall be able to perform analytics, transform data, create business recommendations, and comment on the information to help drive decisions.	Decision Services	X					Oracle Analytics Cloud		



Appendix B – Optional Phase Requirements
RFP-ERP-2020

Requirements Matrix | Instructions

This requirements matrix is comprised of multiple tabs, and together they contain the full set of requirements for which SOH requires vendor responses.

Please respond to each and every requirement (even ones that appear redundant) as follows:

1. Indicate your response to each line item with an "X" in the appropriate "One Response per Requirement" column, according to the following labels and definitions:

Y = Yes, we meet this requirement out-of-the-box or with configuration capabilities provided within the software.

C = We can meet this requirement via customization/extension-- i.e., for a SaaS solution, the functionality would be provided by building an extension using platform as a service (PaaS) capabilities provided either by the vendor or a third party. (If this column is indicated, please provide an indication of High, Medium, or Low development complexity in the "Customization Complexity" column. Costs of all extensions/customizations by process/functional area should also be noted separately in your Pricing Response.)

3 = We can meet this requirement by partnering with another third party solution. (If this column is indicated, please provide the name of the third party product in the "Comments" column.)

F = We can meet this requirement with a future release of our software. (If this column is indicated, please provide the version and timing of the release in the "Comments" column.)

N = No, we cannot meet this requirement.

2. For each line item, note the name of the module that will handle the required functionality in the "Module/Solution" column, so that SOH can align your module pricing to the requirements.

Core Requirements	
<i>Tab</i>	<i>Topic</i>
Investments	General
Investments	Inquiry & Reporting
Asset Inventory	Asset Data
Asset Inventory	Asset Inventory
Asset Inventory	Depreciation
Asset Inventory	Disposal
Asset Inventory	General
Asset Inventory	Interface
Asset Inventory	Leases
Asset Inventory	Reporting
Asset Inventory	Transaction Processing

Investments			One Response per Requirement (Offeror Use Only)				Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N	H / M / L	
1	The system shall provide ability to manage and track investment accounts and automatically reconcile with General Ledger and related user-defined functions within the EFS	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
2	The system shall provide ability to capture general investment account data based on user-defined configuration including, but not limited to:	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
3	Type of investment	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
4	Financial Institution/Issuer	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
5	Fund Type	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
6	Cost (e.g., face amount less discount plus premium plus accrued interest)	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
7	Agency Purchasing	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
8	Document/Certificate No.	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
9	Investment Purchase trade date, settlement date and Maturity Dates	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
10	Investment Pool - include or exclude	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
11	Term/Period/Number of Days	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Investments			One Response per Requirement (Offeror Use Only)				Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N	H / M / L	
12	Yield (e.g., percentage)	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
13	Interest (e.g., purchased accrued interest)	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
14	Amounts (e.g., face amount, discount, premium, etc.)	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
15	Interest (including any purchased accrued interest)	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
16	Duration	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
17	The system shall have ability to compute rate of return based on user-defined cash or accrual bases.	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
18	The system shall provide the ability to track and report on investments based on user-defined categories including, but not limited to:	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
19	Type of Inflow/Outflow	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
20	Fund (e.g., general, special, trust, agency, bond, etc.)	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
21	Investment type and description/narrative	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
22	The system shall provide ability to track and manage the cash flows and project cash flows of securities in the portfolio.	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Investments			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
23	The system shall provide ability to track maturing investments (e.g., net amount of cash in/outflows, investments and type of investments purchased to meet cash obligation or cash shortfalls for the day.	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
24	The system shall provide the ability to compute investments maturities, by investment type, by time period (e.g., fiscal year, fiscal quarter), and other user-defined criteria.	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
25	The system shall provide the ability to sub-total investment maturities based on user-defined criteria.	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
26	The system shall provide ability to provide automatic investment updates based on user-defined parameters (e.g., dynamic/real-time, scheduled/batched, etc.)	General			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
27	The system shall provide ability to query and report on investment purchases based on user-defined maturity date/period.	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
28	The system shall provide capability to generate standard and adhoc investment tracking reports based on user-defined parameters (e.g., date or period driven) including, but not limited to, financial statements, trial balance, transaction register, etc.	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
29	The system shall have ability to generate the following reports using State-defined formats including, but not limited to:	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
30	Allocation of investment pool earnings to participating agencies	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
31	Daily Investment Maturities	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
32	General Fund Earnings	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.
33	Interest on Investments Maturing	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution		CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Investments			One Response per Requirement (Offeror Use Only)				Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N	H / M / L	
34	Investment Pool Earnings - realized interest, gain on sale	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
35	Investment Register - Detail	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
36	Investment register - details of holdings, summary by fund	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
37	Investment Register - Summary	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
38	Statement of Cash	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
39	Status of Outstanding investment register - detail holdings, summary by fund	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
40	Performance measurements, bechmark designation	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
41	Compliance monitoring - Investment Policy criteria, HRS	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
42	Interface with custodial bank, external managers- automatically post transactions to GL daily	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.
43	Capability to receive daily transaction files from Custodial Bank and generate entries for general ledger recording	Inquiry & Reporting			X			Cash and Liquidity Management Solution Payments Solution Debt and Investment Solution	CherryRoad has included Kyriba as the recommended Investment and Debt solution.

Asset Inventory			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
1	Provide subledger functionality for tracking various asset categories with additional granularity, and all subledgers roll up seamlessly into the GL	Asset Data	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle's FA module allows organization to categorize Assets into Major and Minor categories. The categories provide defaults for depreciation and accounting.
2	Ability to record maintenance information against an asset	Asset Data	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle Fixed Asset module does not have the ability to capture detailed Maintenance data. Maintenance data can be captured using custom extension fields (DFF).
3	Ability to define asset maintenance schedules with tracking of scheduled maintenance performed	Asset Data	X					Oracle Fusion Supply Chain Execution Cloud Service		Oracle has a separate module called Maintenance Cloud for organizations to manage and track Asset Maintenance by preventative maintenance programs.
4	The system shall provide the ability to track and maintain asset information as part of periodic inventory, using industry standard automated data collection technology (e.g., barcode, RFID), formats and conventions.	Asset Inventory			X					Oracle has partnered with a third-party, RFSmart, for performing inventory and barcode/RFID reading on mobile devices. The Physical Inventory Comparison process compares the Physical Inventory data to the data in the system and provides a Spreadsheet interface to manage the discrepancies. However the barcode scanning feature is not yet available.
5	The system shall provide the ability to perform physical counts, based on user-defined criteria (e.g. by location, by specific item, by group of items) and user-defined time period (e.g., SPO requirement for annual "wall to wall" inventory).	Asset Inventory	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using the ADFdi, users can process Physical Inventory for a subset or the complete set of Assets
6	The system shall provide the ability to perform cycle counts, based on user-defined criteria (e.g. by location, by specific item, by group of items).	Asset Inventory			X					Oracle has partnered with a third party, RFSmart, for performing inventory and barcode/RFID reading on mobile devices. Using the ADFdi, users can process Physical Inventory for a subset or the complete set of Assets.
7	The system shall provide the ability to make adjustments to assets, based on user-defined criteria (e.g., inventory count; impairments; audit findings; inactivation of record incorrectly entered, with required audit trail; write-off).	Asset Inventory	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
8	The system shall provide the ability to define the start date of depreciation and the useful life of the asset, based on user-defined criteria (e.g., fund type).	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Asset Category assigned to an Asset at the time of creation defaults the Financial information such as Useful Life, Start date of depreciation, etc. This can be overridden as necessary.
9	The system shall provide the ability to calculate depreciation and generate corresponding GL transaction, based on user defined time period (e.g., monthly, quarterly, and fiscal year basis) and based on user-defined criteria (e.g., asset type).	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Calculate Depreciation process and Create Accounting process handle all depreciation and accounting related processing for assets.
10	The system shall provide the ability to perform depreciation calculations, based on user-defined criteria, including but not limited to, straight-line, accelerated, pro rate, and accumulated.	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle comes preconfigured with the standard Depreciation methods. Organizations can add additional depreciation methods to accommodate your financial and accounting needs.
11	The system shall provide the ability to perform what-if depreciation analysis to simulate various scenarios without changing the underlying asset data based on user-defined criteria.	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides the ability to run What-if analysis for both existing and hypothetical Assets. You can run multiple What-if scenarios to forecast the depreciation for each.

Asset Inventory			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
12	The system shall provide the ability to roll back depreciation (e.g., to accommodate last minute accounting adjustments) and re-run depreciation based on user-defined business rules.	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Calculate Deprecation process was designed to update the depreciation results for all changes since the last successful run. So the process can and should be run after all adjustments are made to the Asset for a given month.
13	The system shall provide the ability to apply prior year depreciation in current fiscal year based on user-defined criteria.	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Prior Year Depreciation entries are recorded to the current open Period.
14	The system shall provide the ability to retain depreciation information for each asset, based on user defined criteria, including but not limited to the following: time period (e.g., fiscal year, life-to-date basis), depreciation method, accumulated depreciation, and fund source.	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Depreciation is calculated and recorded for each Asset.
15	The system should provide the ability to depreciate infrastructure as defined by user-defined reporting requirements (e.g., State, Dept).	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Infrastructure Assets can be depreciated or based on the Asset condition, managed as an Expensed Asset.
16	The system shall provide the ability to calculate amortization of intangible assets and generate corresponding GL transaction in compliance with GASB 51 and other user-defined criteria.	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Intangible assets can be recorded, managed and amortized like other Capital assets.
17	The system shall provide the ability to depreciate change increases that do not extend the asset's useful life over the asset's remaining useful life (e.g., if an asset has a five year life and a change increase is added in the second year, the change increase should be depreciated over the four remaining years in the asset's life).	Depreciation	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Using the Amortized Adjustment, the change in cost can be applied only to the remaining life of the asset without affecting the accumulated depreciation prior to the amortization start date.
18	The system shall provide the ability to track and dispose of assets, including the ability to generate required state forms (e.g., certification of disposal) and to allow for electronic workflow (e.g., approvals, routing), based on user-defined approvals and criteria (e.g., \$1K and above requires SPO approval).	Disposal		X				Oracle Fusion Enterprise Resource Planning Cloud Service	Medium	Asset approvals are currently being evaluated for a future release.
19	The system shall provide the ability to track/maintain disposal information, based on user-defined criteria (e.g., disposal method, police report number for stolen items, hazardous materials).	Disposal	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Users can use the Retirement Reason field and Transaction reason to capture disposal reasons.
20	The system shall provide the ability to calculate the proceeds, gain or loss on the sale or disposal of an asset.	Disposal	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Users can record Proceeds of Sale and Cost of Removal and the system will calculate the Gain or Loss.
21	The system shall provide the ability to track partial disposition of an asset.	Disposal	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Assets can be retired by Units or by Cost. Users can enter a partial Unit or Cost to partially dispose the asset.
22	The system shall support the process for requesting reimbursement for stolen items based on user-defined criteria (e.g., automatic generation of form).	Disposal					X	Oracle Fusion Enterprise Resource Planning Cloud Service		CherryRoad would like to understand more about this requirement.
23	The system shall provide the ability to print asset identification tags/chips based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
24	The system shall provide the ability to generate Asset ID Numbers manually and/or automatically, based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle allows manual or automatic ID creation. When a new asset does not have a manually-entered number, an automatic one is generated by the system.

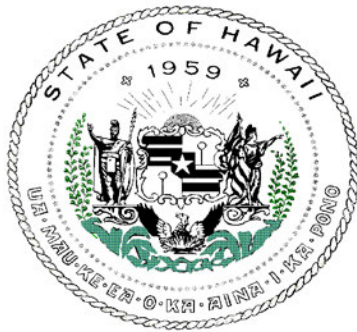
Asset Inventory			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
25	The system shall provide the ability to create a master Asset ID Number with separate associated sub-assets (e.g., building, air conditioner) in a parent-child relationship.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
26	The system shall provide the ability to record and maintain assets by user-defined groupings based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Using Asset Key flexfield and DFFs, users can group assets by non-financial information.	
27	The system shall have the ability to identify and track assets that have been received but for which invoice has not yet been paid.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service	An OTBI report can be written to report on the Payment status of the Invoices.	
28	The system shall provide the ability to identify an item as an asset from payables module and to automatically or manually post it to the asset accounting subsystem, based on user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service	The Oracle Mass additions process lets you add new assets or cost adjustments from AP into Fixed Assets automatically without reentering the data.	
29	The system shall provide the ability to track assets by user-defined criteria (e.g., owner organization; custodian organization; estimated life of asset) in compliance with State requirements (e.g., HRS 103D, Part XII; HAR, Title 3, Subtitle 11, Chp. 130; SPO Inventory Manual).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Oracle allows users to enter the custodian employee, location, Tag number, Serial Number and other non-financial information to track the asset.	
30	The system shall provide the ability to track and report on assets that are issued to employees and are maintained offsite (e.g., laptops at teachers' homes).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Oracle allows the ability to maintain the custodian employee and the asset location.	
31	The system shall provide the ability to track and report on assets that are acquired through donations based on user-defined criteria (e.g., equipment).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
32	The system shall provide the ability to track all assets based on Comprehensive Accounting Financial Report (CAFR) categories including, but not limited to land, buildings, improvements other than buildings, intangible assets, machinery and equipment, and construction in progress.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Major and Minor categories will be defined to meet customers' reporting needs.	
33	The system shall provide the ability to collect and maintain the asset data required to support the production of the Comprehensive Annual Financial Report (CAFR) and other user-defined report requirements (e.g., State reports, Department reports, granting agency reports).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
34	The system shall provide the ability to define asset information (e.g., purchase amount, life of asset) within specified limits/values, based on user-defined categories (e.g., capital item; non-capital item).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service	The asset Capitalization Threshold and Low Value Threshold along with the Asset Category allows for Asset transactions to be automatically categories as Capital, Expense, Low Value Capital, etc.	
35	The system shall provide the ability to flag and track assets that are greater or less than user-defined dollar value (e.g., software licenses).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service	The asset Capitalization Threshold and Low Value Threshold along with the Asset Category allows for Asset transactions to be automatically categories as Capital, Expense, Low Value Capital, etc.	
36	The system shall provide the ability to track and maintain assets, based on user-defined categories (e.g., gifts; purchased using grant funds).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Can be tracked using DFF.	
37	The system shall provide the ability to track the addition, transfer, deletion, or modification of an asset, based on user-defined criteria (e.g., dollar value).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service	In Oracle Fixed Assets, every single transaction performed on an Asset is recorded with all the supporting details including where assets came from.	
38	The system shall provide the ability to track the transfer history of an asset, based on user-defined criteria (e.g., organizational unit transferred from/to; transfer report number, transfer date).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service	In Oracle Fixed Assets, every single transaction performed on an Asset is recorded with all the supporting details including transfer in and transfer out.	

Asset Inventory			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
39	The system shall provide the ability to include all costs associated with the procurement of an asset (e.g., cost of the asset, installation cost of the asset, asset trade-in value).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
40	The system shall provide the ability to re-value and adjust useful life of an asset due to enhancements, upgrades, additions, or partial disposals.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
41	The system shall provide the ability to reclassify an asset and its related depreciation information.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Oracle allows users to change the Category of an asset, thereby transferring the cost and accumulated depreciation to the new asset category. Depreciation can be changed as part of the recategorization which would then trigger changes to the calculated depreciation amounts.	
42	The system shall provide the ability to track and process destroyed, lost and stolen assets, in compliance with user-defined requirements.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Oracle provides uses the ability to define customer specific list of Retirement reason for use during retirement of an Asset.	
43	The system shall provide the ability to calculate replacement value based upon user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
44	The system shall provide the ability to calculate and track replacement schedules based on user-defined criteria (e.g., expected life of asset).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
45	The system shall provide the ability to transfer completed construction from "in progress" to fixed asset account, without losing the accompanying details based on user-defined criteria and workflow (e.g., identification of asset with open punchlist as "in service" by building engineer; asset capitalization based on value being placed in service; and completion of punchlist items and capitalization of remaining asset value).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
46	The system shall provide the ability to track periodic increases to construction in progress (e.g., change orders).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Project Costing module tracks and collects all CIP cost before it is sent to the CIP asset.	
47	The system shall provide the ability to track and report on changes in use of asset (e.g., private activity), by bond issuance, based on IRS requirements and other user-defined criteria.	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
48	The system shall provide the ability to reinstate an asset, based on user-defined criteria (e.g., if the wrong asset is retired).	General	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Oracle provides a 1-click reinstatement process for retired assets.	
49	The system shall provide the ability to interface excess inventory property data to SPO website based on user-defined criteria.	Interface	X					Oracle Fusion Procurement Cloud Service	Oracle allows you to advertise excess/surplus inventory or assets on your website to sell, similar to an eBay system.	
50	The system shall provide the ability to interface with external capital projects systems	Interface	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
51	The system shall provide the ability to track rented or leased assets based on user-defined criteria (e.g., organization unit; lease terms).	Leases	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Oracle supports leasing functionality to manage finance leases and operating leases.	
52	The system shall provide the ability to drill down to related purchase order for leased asset.	Leases	X					Oracle Fusion Enterprise Resource Planning Cloud Service	All Source data for an Asset is available on the central Asset information page and can be used to drill into the source transaction details	

Asset Inventory			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
53	The system shall provide the ability to distinguish between capital and operating leases and to provide information on property inventory according to type of lease, based on user-defined criteria.	Leases	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle provides functionality in compliance with Accounting standards to automatically categorize leases as finance or Operating lease.
54	The system shall provide the ability to track the requisition for a capital lease, the approval of the capital lease and changes to the capital lease, based on user-defined criteria (e.g., rental rate, terms).	Leases	X					Oracle Fusion Enterprise Resource Planning Cloud Service		All Source data for a Lease is available central on the Asset information page and can be used to drill into the source transaction details.
55	The system shall provide the ability to incorporate data on capital leases in the budget development and execution process.	Leases	X					Oracle Enterprise Performance Management Enterprise Cloud Service		
56	The system shall provide the ability to calculate future minimum lease payments by organization (e.g., department/entity), by user-defined time period (e.g., fiscal year), based on user-defined criteria.	Leases	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Oracle calculates the lease payments including any interest charges for the entire duration of the lease.
57	The system shall provide the ability to sub-total future minimum lease payments based on user-defined criteria.	Leases	X					Oracle Fusion Enterprise Resource Planning Cloud Service		For each lease, the system maintains the totals for the lease Present value, Liability, Amortization schedule, and Expense schedule.
58	The system shall provide the ability to generate an asset report based on user-defined criteria (e.g., asset location, physical inventory date; asset category).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
59	The system shall provide the ability to generate an Asset Inventory Report, by any level in the organizational structure, in compliance with State statute (HRS 103D-1206) and other user-defined criteria (e.g., prepared and signed by property guardian on annual basis).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
60	The system shall provide the ability to generate asset reports, including but not limited to, the following:	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
61	Asset transaction report	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
62	Asset master list with the ability to sort by any asset identification fields (e.g., location, class, category, department, function, fund, amounts, dates).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
63	By monthly, year to date (YTD), total to date (TDD) depreciation per asset	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
64	The system shall provide the ability to generate asset reports which reflect beginning balance, additions and deletions, partial dispositions, depreciation, accumulated depreciation, transfers, sales, adjustments, during the designated reporting period, by user-defined criteria (e.g., by inventory/asset category (such as equipment, vehicles, and land), at any level of the organizational structure, and by funds/appropriations).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
65	The system shall provide the ability to generate an activity report by transfers, disposals, additions, deletions for all asset types.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
66	The system shall provide the ability to generate a report of assets transferred, based on user-defined criteria (e.g., by issuing or receiving school, by fund source).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
67	The system shall provide the ability to generate a report of lost/stolen/destroyed assets, based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		

Asset Inventory			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
68	The system shall provide the ability to generate an asset disposal report, based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
69	The system shall provide the ability to generate a detailed and summary depreciation schedule at any level in the organizational structure, on an accounting period, monthly, quarterly and annual basis, based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
70	The system shall provide the ability to generate monthly reconciliation reports, based on user-defined criteria (e.g., monthly changes to equipment values, listing outstanding PO items).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
71	The system shall provide the ability to record the current valuation of facilities and to revalue facilities based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
72	The system shall provide the ability to generate reports on the replacement value of assets, based on user-defined criteria (e.g., by fiscal year, for multiple years).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
73	The system shall provide the ability to generate a five year cost projection report for all leased property, based on user-defined criteria (e.g., 5 year increments for CAFR for capital leases).	Reporting	X					Oracle Enterprise Performance Management Cloud Service		
74	The system shall provide the ability to generate a project status report of all capital improvement projects (C P).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
75	The system shall provide the ability to generate lease report(s), by lease type, based on user-defined criteria.	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
76	The system shall provide the ability to generate CAFR-required schedules and reports (e.g., in compliance with GASB 34 and 42), in user-defined format (e.g., format required for published; with notes).	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
77	The system shall provide the ability to allocate asset costs for purposes of financial statements based on user-defined criteria (e.g. allocate building assets based on square footage, etc.) .	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
78	The system shall provide the ability to generate the following user-defined reports, with the capability to include user-defined notes:	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
79	Asset Replacement Report (based on user-defined criteria, such as by estimated useful life)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
80	Asset Tracking Report (based on user-defined criteria, such as by source of funds)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
81	Land and Buildings Report (based on user-defined criteria such as location, legislative district, value, improvements)	Reporting	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
82	The system shall provide the ability to process asset transactions based on user-defined criteria (e.g., set controls based on dollar thresholds).	Transaction Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Mass adjustment can be done either using the online application or using a spreadsheet.	
83	The system shall provide the ability to process multiple asset and GL transactions in a single entry for identical assets based on user-defined criteria (e.g., deletions/ disposals/ sales, transfers).	Transaction Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service	Mass adjustment can be done either using the online application or using a spreadsheet.	

Asset Inventory			One Response per Requirement (Offeror Use Only)					Module / Solution	Customization Complexity	Offeror Comments
ID#	Requirements	Topic	Y	C	3	F	N		H / M / L	
84	The system shall provide the ability to annotate transactions with unlimited comments, by line item.	Transaction Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Comment field is available on all Fixed Asset transactions.
85	The system shall provide the ability to automatically and manually transfer asset transactions (e.g., journal posting of depreciation) to the GL.	Transaction Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		The Create Accounting process generates accounting entries for all Fixed Asset and Lease transactions and seamlessly creates Journals in GL.
86	The system shall provide the ability to automate transfers between organizational units, funds, custodians, and agencies with multi-tier location coding, based on user-defined criteria (e.g., in groups) and business rules.	Transaction Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		
87	The system shall provide the ability to process mass transfers between organizational units (e.g., interagency) based on user-defined criteria and business rules.	Transaction Processing	X					Oracle Fusion Enterprise Resource Planning Cloud Service		Mass adjustment can be done either using the online application or using a spreadsheet.



Appendix C – Technical Requirements

RFP-ERP-2020

Requirements Matrix | Instructions

This requirements matrix is comprised of multiple tabs, and together they contain the full set of requirements for which SOH requires vendor responses.

Please respond to each and every requirement (even ones that appear redundant) as follows:

1. Indicate your response to each line item with an "X" in the appropriate "One Response per Requirement" column, according to the following labels and definitions:

Y = Yes, we meet this requirement out-of-the-box or with configuration capabilities provided within the software.

C = We can meet this requirement via customization/extension-- i.e., for a SaaS solution, the functionality would be provided by building an extension using platform as a service (PaaS) capabilities provided either by the vendor or a third party. (If this column is indicated, please provide an indication of High, Medium, or Low development complexity in the "Customization Complexity" column. Costs of all extensions/customizations by process/functional area should also be noted separately in your Pricing Response.)

3 = We can meet this requirement by partnering with another third party solution. (If this column is indicated, please provide the name of the third party product in the "Comments" column.)

F = We can meet this requirement with a future release of our software. (If this column is indicated, please provide the version and timing of the release in the "Comments" column.)

N = No, we cannot meet this requirement.

Technical Requirements	
<i>Tab</i>	<i>Topic</i>
Technical Architecture	General
Technical Architecture	Application Architecture
Technical Architecture	Database Architecture
Technical Architecture	Infrastructure
Technical Architecture	Integration Architecture
Technical Architecture	System Administration Toolkit
Solution Architecture	Scalability
Solution Architecture	System Flexibility
Solution Architecture	Security & Authentication
Solution Architecture	Audit
Solution Architecture	Data Storage & Archiving
Solution Architecture	System Capacity & Performance
Solution Architecture	Business Continuity & Disaster Recovery
Solution Technology	Workflow Processing
Solution Technology	Reporting, Business Intelligence, & Data Warehouse
Solution Technology	Content/Document Management & Imaging
Solution Technology	End-User Interface
Solution Technology	Data Entry Support & On-line Help

Technical Architecture			One Response per Requirement						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
1	The system shall be based on Software as a Service (SaaS) or Offeror-Hosted architecture.	General	X						
2	The system user interface shall meet the accessibility requirements as described in the WCAG 2.0 Standard.	User Interface			X				See attached file, "Appendix C Technical Requirements CherryRoad INSERT"
3	The system shall provide all screens, reports and transactions through a web browser.	User Interface	X						
4	The system shall provide a browser-based graphical user interface (GUI) without any requirement to deploy any application code to client workstations. This user interface shall be available on both Microsoft Windows and MacOS.	User Interface	X						
5	The system shall provide the ability to automate the deployment of software and updates to user workstations including, but not limited to web-based deployment tools.	Application Architecture	X						Oracle SaaS applications are browser based with a URL.
6	The system shall provide a user (with appropriate access rights) the ability to configure (add, modify, delete) the user interface - without a need for vendor-assisted customization	Application Architecture	X						UI changes will be primarily through Personalizations, to avoid customizations that will result in additional overhead.
7	The system shall provide a user (with appropriate access rights) the ability to configure (add, modify, delete) reports - without a need for vendor-assisted customization	Application Architecture	X						Reports will be developed through Oracle OTBI and BIP.
8	The system shall provide a user (with appropriate access rights) the ability to configure (add, modify, delete) workflows and business rules- without a need for vendor-assisted customization	Application Architecture	X						
9	The system shall provide the ability to manage automatic job scheduling (i.e. batch jobs, billing) including, but not limited to the interface with external job schedulers and automatic notification capabilities when a job abnormally terminates.	Application Architecture	X						CherryRoad will provide operational documentation on Cloud job scheduling and exception handling.
10	The system shall provide built-in document management for attaching scanned and imaged documents to financial transactions.	Application Architecture	X						Oracle Cloud will be integrated with WorkCenter Forms.
11	The system shall provide the ability to perform mass changes to a defined group of data, with appropriate selection criteria.	Application Architecture	X						
12	The system shall provide the ability to accommodate upgrades to future operating systems, databases and other software upgrades.	Application Architecture	X						Oracle will provide all updates to the software and its underlying Architecture components. CherryRoad will evaluate impact of Oracle updates to State integration points.

Technical Architecture			One Response per Requirement						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
13	Vendor must detail its integration, and compatibility, levels with Office 365 and Google Docs	Application Architecture	X						<p>Oracle exports data to rtf, doc, and xls formats.</p> <p>Oracle supports Office 2007+.</p> <p>Oracle supports the use of plugins within Microsoft Excel, Word, and Powerpoint to import, export, and embed Oracle SaaS data within Microsoft Word, Excel, and PowerPoint.</p> <p>Oracle exports data in formats such as XLS, RTF, TXT, HTML that can be imported by Google Suite. Oracle is currently working with Google Development so that their suite of applications will integrate natively with Oracle, like Microsoft Office products.</p>
14	The system shall provide utilities for performance monitoring and tuning for both business logic and data.	Data Architecture	X						<p>Oracle performs this service on behalf of the State are part of the service subscription. Environment sizing will be used to scale Cloud architecture during implementation.</p>
15	The system shall provide the ability for extracting all data (Hawaii data) be extracted on demand and on schedule.	Data Architecture	X						See attached file, "Appendix C Technical Requirements_CherryRoad_INSERT"
16	The system shall provide a disaster recovery site/solution.	Data Architecture	X						
17	The system shall provide a failover procedure with automated deployment to a disaster recovery site/solution.	Data Architecture	X						CherryRoad will formulate DR procedures for the integration points on the State side (e.g., SFTP, DNS, etc.) to Oracle Cloud.
18	The system shall provide standard data extraction Application Program Interface (API) to allow import and export of data to other systems.	Data Architecture	X						Oracle Integration Cloud will be leveraged for API's.
19	The system shall provides data import functionality to receive standard format data from external parties.	Data Architecture	X						Oracle Integration Cloud will be leveraged for API's.
20	The system shall provide the ability to copy, archive and retrieve data to external storage media (e.g. tape, DVD, SAN) based on user-defined selection criteria.	Data Architecture	X						The State can export data via delivered tools and API's. Data can then be saved to any media. Oracle Integration Cloud will be leveraged for API's.

Technical Architecture			One Response per Requirement						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
21	The system shall provide the ability to perform database maintenance including, but not limited to backup and upgrades without requiring system downtime.	Data Architecture	X						
22	The system shall provide the version control and the ability to roll back version changes.	Deployment Architecture						X	Version control with regard to patches and updates cannot be rolled back. However, version control for technical development can be rolled back.
23	The system shall provide tools to synchronize environments (migration/change control) across the landscape including, but not limited to sandbox, development, testing, training, production, and disaster recovery (DR).	Deployment Architecture	X						CherryRoad will manage migrations of data and objects between Cloud instances.
24	The system shall provide DevOps-style automation of deployments to all environments.	Deployment Architecture	X						CherryRoad will manage environments via Cloud Dashboard Console.
25	The system shall provide the ability to apply security patches independently from functional upgrades and patches.	Deployment Architecture	X						
26	The system shall be based on Software as a Service (SaaS) or Offeror-Hosted architecture.	Infrastructure	X						
27	The system shall provide the ability to integrate with current and future applications from both State and external parties	Integration Architecture	X						
28	The system shall provide the ability to exchange information and support services with external SaaS solutions.	Integration Architecture	X						
29	The system shall provide the ability to set up appropriate approval, audit trail, and reconciliation procedures for all inbound and outbound interfaces.	Integration Architecture	X						Oracle Integration Cloud will be leveraged for API's.
30	The system shall provide the ability to integrate workflow capabilities with the State-specified system inbound and outbound interfaces.	Integration Architecture	X						Oracle Integration Cloud will be leveraged for API's.
31	The system must have single sign-on capability with the ability to integrate with various Directory Services, such as Active Directory, from all the Branches (Executive, Education, Judicial, Legislative, University of Hawaii). Must have the ability to support two-factor authentication with biometric, phone, simple messaging service (SMS), and smart card support required.	Integration Architecture	X						Oracle will received a SAML 2.0 token from the State's Identity Provider, such as ADFS. CherryRoad will configure SAML SSO for all Cloud products. 3rd party MFA implementation will be supported if it falls within the implementation timeline.
32	The system shall provide the ability to encrypt sensitive data by column.	Security	X						Data is stored encrypted with Oracle Transparent Data Encryption
33	The system shall provide the ability to encrypt sensitive data by row.	Security	X						Data is stored encrypted with Oracle Transparent Data Encryption
34	The system shall provide the ability to encrypt sensitive data by field.	Security	X						Data is stored encrypted with Oracle Transparent Data Encryption

Technical Architecture			One Response per Requirement							Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N		
35	The system shall provide the ability to define user security and authentication including, but not limited to controlling access by multiple levels (e.g. field, organization group, user roles, and chart of account attribute) and immediate suspension of user access.	Security	X						CherryRoad will formulate Role Based Access for both functions and data.	
36	The system shall provide the ability to produce an audit trail for all system transactions (e.g. add, change, delete) including, but not limited to source, content, user-ID, date and time stamp.	Security	X						CherryRoad will develop Security audit reports based on State requirements.	
37	The system shall provide timely security patches.	Security	X							
38	The system shall provide role and permission list bases security model that support both row level and page level access	Security	X						CherryRoad will formulate Role Based Access for both functions and data.	
39	The system shall provide configuration and support tools for configuration management	System Administration Toolkit	X							
40	The system shall provide configuration and support tools for Application development	System Administration Toolkit	X							
41	The system shall provide configuration and support tools for stress testing	System Administration Toolkit	X						CherryRoad will support the Oracle TOM during the performance testing effort.	
42	The system shall provide configuration and support tools for regression testing	System Administration Toolkit	X						Oracle provides regression testing and code scans during the internal QA management process. CherryRoad will provide Automated Testing tool for ongoing regression testing.	
43	The system shall provide configuration and support tools for performance testing	System Administration Toolkit	X						Sizing is done immediately when the State becomes a customer, and during the implementation process to ensure the production environment performing within requirements. CherryRoad will support the Oracle TOM during the performance testing effort.	
44	The system shall provide configuration and support tools for testing management	System Administration Toolkit	X						Oracle permits the State to conduct limited functional testing for Oracle Cloud Services in the State's test environment.	
45	The system shall provide Data obfuscation tools	System Administration Toolkit	X						Data redaction can be configured for non-production environments, and will affect all sensitive data fields globally.	
46	The system shall provide configuration and support tools for automated scheduling	System Administration Toolkit	X							
47	The system shall provide utilities and tools to monitor resource utilization	System Administration Toolkit	X							
48	The system shall provide a web development tool kit	System Administration Toolkit	X							
49	The system shall provide toolkit manuals	System Administration Toolkit	X							

Technical Architecture			One Response per Requirement						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
50	The system shall provide configuration and support tools for requirement traceability management	System Administration Toolkit	X						CherryRoad will provide implementation tools for RTM. Configuration management will be included in the CEMLI Development Plan deliverable included in the Implementation Services Requirements.
51	The system shall provide configuration and support tools for report generation scripts	System Administration Toolkit	X						
52	The system shall provide configuration and support tools for audit and system logging	System Administration Toolkit	X						
53	The system shall provide Extract, Transform, Load (ETL) tools	System Administration Toolkit	X						Oracle Integration Cloud will be leveraged for API's.
54	The system shall provide report distribution tools	System Administration Toolkit	X						
55	The system shall provide configuration and support tools for software license tracking	System Administration Toolkit	X						Licensing is tracked in My Oracle Support, which the State will have access as part of its Oracle support services.
56	The system shall provide configuration and support tools for Incident and Problem Management System	System Administration Toolkit	X						Via Oracle Support. CherryRoad will manage Service Requests submitted to Oracle on behalf of the State.
57	The system shall provide a customizable presentation layer (front end)	System Administration Toolkit	X						
58	The system shall provide a configurable application layer (middle tier)	System Administration Toolkit	X						
59	The system shall provide an optimized throughput database layer (back tier)	System Administration Toolkit	X						
60	The system shall provide workflow admiration feature that allow tranactional re-routing as needed	System Administration Toolkit	X						
61	The system shall provide an ad-hoc query tool (export capability to excel, csv, and xml)	System Administration Toolkit	X						
62	The system shall provide an ad-hoc query tool with schedule capability and distribution list feautres	System Administration Toolkit	X						
63	The system shall provide a configurable delegation framework	System Administration Toolkit	X						
64	The system shall provide an alert/notification framework (emails, worklists, alerts)	System Administration Toolkit	X						
65	The system shall provide mobile device form factor functionality	System Administration Toolkit	X						
66	The system shall provide inter module connectivity (i.e. AP -> GL)	System Administration Toolkit	X						
67	The system shall provide inter module connectivity administration	System Administration Toolkit	X						

Technical Architecture			One Response per Requirement						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
68	The system shall provide system performance alerts (i.e. hardware, memory, and throughput bottlenecks)	System Administration Toolkit	X						Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds, and follows standard operating procedures to investigate and resolve underlying issues. CherryRoad will assist the State in working with Oracle to remediate any performance issues.
69	The system shall provide system performance alerts (i.e. hardware, memory, and throughput bottlenecks)	System Administration Toolkit	X						Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds, and follows standard operating procedures to investigate and resolve underlying issues. CherryRoad will assist the State in working with Oracle to remediate any performance issues.
70	The system shall provide batch scheduling (individual processes along with scheduled job sets with email notifications for applicable staff in the event of failure)	System Administration Toolkit	X						

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
1	The system shall be scalable and adaptable to meet future growth and expansion needs.	Scalability	X						CherryRoad will assist in production instance sizing effort.
2	The system shall provide the ability to handle concurrency issues as a result of increased user population.	Scalability	X						CherryRoad will assist in production instance sizing effort.
3	The system shall provide the ability for maintaining a consistent throughput with increased transaction volume and data growth.	Scalability	X						CherryRoad will assist in production instance sizing effort.
4	The system shall provide the ability for balancing the response time needs of mission critical business processes with other applications.	Scalability	X						CherryRoad will assist in production instance sizing effort.
5	The system shall provide the ability for a cost-effective plan for implementing "Scale-up" systems in the event of unexpected growth.	Scalability	X						
6	The system shall provide the ability to optimizing database indexing techniques.	Scalability	X						
7	The system shall provide highly configurable screens including, but not limited to repositioning fields, renaming fields, removing or inactivating unused fields, and allowing the addition of custom-defined fields.	System Flexibility	X						Repositioning fields may not be available for all transactions. CherryRoad will implement Personalizations as needed.
8	The system shall provide the ability to accommodate long data fields (e.g. Hawaiian language names, hyphenated names).	System Flexibility	X						
9	The system shall provide the ability to define business rules based on user-defined criteria (e.g. organizational level, account code, bargaining unit, location, program, grant).	System Flexibility	X						CherryRoad will provide access to our Oracle Cloud Flexfield library.
10	The system shall provide the ability to create and/or modify user-defined business rules to validate data at the at the time of entry.	System Flexibility	X						CherryRoad will provide access to our Oracle Cloud Flexfield library.
11	The system shall provide the ability to maintain the integrity of the data during implementation of changes.	System Flexibility	X						
12	The system shall provide access to system functionality through, at least, the top three (3) web browsers.	System Flexibility	X						
13	The system shall provide access via HTML5 mobile application.	System Flexibility	X						
14	The system shall provide the ability for online access by any site connected to the organization WAN.	System Flexibility	X						CherryRoad will configure Location Based Access Control to meet State requirements.
15	The system shall provide the ability for remote, secure access by organization staff (i.e. web based VPN access) to all modules.	System Flexibility	X						CherryRoad will configure Location Based Access Control to meet State requirements.

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
16	The system shall comply with all applicable State mandated security protocols and standards.	Security & Authentication						X	The software can perform functions to support certain statutory and regulatory requirements, but general references to entire codes, statutes and regulations are too indefinite and too broad to be responded to meaningfully. Please refer to the following URL for a list of standards that Oracle complies with. https://www.oracle.com/cloud/cloud-infrastructure-compliance/ . CherryRoad will leverage its experience with HIP to ensure compliance.
17	The system shall provide adequate security and protection of data covered by regulatory or other compliance requirements (e.g. HSR Chapter 487J, Payment Card Industry Data Security Standard (PCI DSS)).	Security & Authentication	X						The proposed cashier systems will provide PCI compliance. Oracle, under NDA, can discuss the methods we provide for PCI compliance. CherryRoad will leverage its experience with HIP to ensure compliance.
18	The system shall provide the ability to 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.	Security & Authentication	X						CherryRoad will implement SSO based on State requirements, similar to HIP.
19	The system shall support strong security for staff with administrative control (i.e. require the use of two-factor authentication for the remote users and users with administrative control of servers, routers, switches and firewalls).	Security & Authentication	X						CherryRoad will support the State's MFA initiative as part of Oracle Cloud scope.
20	The system shall provide the ability to link the user logon ID to the employee or contractor Information including, but not limited to identification number, assigned locations, etc.	Security & Authentication	X						Identity Management integration is included in scope.
21	The system shall provide the ability to integrate with external identity management solutions.	Security & Authentication	X						Identity Management integration is included in scope.
22	The system shall provide the ability to support 128-bit SSL or FIPS encryption, or higher, between the client browser and all application modules.	Security & Authentication	X						
23	Provide encryption capability for certain data transmissions that require security protection.	Security & Authentication	X						CherryRoad will leverage State's Axway or other SFTP solution for file exchanges.

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
24	The system shall provide secure remote access to the system (i.e. outside the State firewall) using a web browser or other Internet technology.	Security & Authentication	X						
25	The system shall support IPsec and/or Secure Sockets Layer with Extended Validation certificates and two-factor authentication for connecting to a service .	Security & Authentication	X						All data will be encrypted, both in-transit and at rest, using State encryption standards.
26	The system shall provide redundancy and load balancing for firewalls, intrusion prevention, and other critical security elements.	Security & Authentication	X						
27	The system shall provide protection against denial-of-service attacks against its Internet presence.	Security & Authentication	X						
28	The system shall provide the ability to display, at logon, the last date and time the user accessed the system.	Security & Authentication						X	
29	The system shall provide date-sensitive security permissions (e.g. for time entry).	Security & Authentication				X			In the HIP PeopleSoft Time and Leave system, this capability exists. The EFS system will integrate with HIP.
30	The system shall allow an administrator to inactivate user access upon termination.	Security & Authentication	X						Integration with State Directory Server will be leveraged, similar to HIP Enterprise
31	The system shall provide the ability to suspend user access based on a table-driven parameter (i.e. employment status).	Security & Authentication	X						Integration with State Directory Server will be leveraged, similar to HIP Enterprise Standards
32	The system shall provide integration between various modules (e.g. Human Resources, Security, Finance) to support the update of employee access and security profiles.	Security & Authentication	X						Integration with State Directory Server will be leveraged, similar to HIP Enterprise Standards
33	The system shall provide the ability to store all passwords encrypted without capability to unencrypt the passwords.	Security & Authentication	X						Integration with State Directory Server will be leveraged, similar to HIP Enterprise Standards
34	The system shall provide the ability to support using tokens and/or passwords for user logons.	Security & Authentication	X						Integration with State Directory Server will be leveraged, similar to HIP Enterprise
35	The system shall provide the ability to support biometrics and biometrics plus password (e.g. fingerprint scan, fingerprint scan plus password) security.	Security & Authentication	X						Biometrics would be provided by the State's Identity Management solution. Oracle would then accept the SAML token from the IDM. CherryRoad will configure SAML based on State requirements.
36	The system shall provide the ability to require users to periodically change their password based on table-driven time parameters.	Security & Authentication	X						Integration with State Directory Server will be leveraged, similar to HIP Enterprise Standards

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
37	The system shall provide the ability to suspend user-access after a user-defined period (e.g. 90 days) of inactivity.	Security & Authentication	X						
38	The system shall provide the ability to configure passwords with a minimum password length (e.g. eight characters).	Security & Authentication	X						Authentication will be integrated with State directory server and will inherit security policies.
39	The system shall provide the ability to configure passwords to require passwords to contain numbers, alphanumeric characters, or both based on user-defined criteria.	Security & Authentication	X						Authentication will be integrated with State directory server and will inherit security policies.
40	The system shall provide the ability to configure passwords to prevent trivial passwords (e.g. repeat characters, keyboard strings).	Security & Authentication						X	Authentication will be integrated with State directory server and will inherit security policies.
41	The system shall provide the ability to configure passwords to prevent re-use of passwords	Security & Authentication	X						Authentication will be integrated with State directory server and will inherit security policies.
42	The system shall provide the ability to configure passwords to require non-dictionary-based passwords	Security & Authentication						X	Authentication will be integrated with State directory server and will inherit security policies.
43	The system shall provide the ability to record the date and time the password was changed.	Security & Authentication	X						Authentication will be integrated with State directory server and will inherit security policies.
44	The system shall provide the ability for an administrator to reset passwords for subsequent change by the user.	Security & Authentication	X						Authentication will be integrated with State directory server and will inherit security policies.
45	The system shall provide self-service capability for users to reset passwords based on previously defined user security questions.	Security & Authentication	X						Authentication will be integrated with State directory server and will inherit security policies.
46	The system shall provide the ability for an administrator to add and/or modify user security information using online screens with immediate profile update.	Security & Authentication	X						CherryRoad will configure both Oracle and directory server authentication based on State requirements.
47	The system shall provide the ability to deny user access after a State-defined number of unsuccessful attempts to logon.	Security & Authentication	X						Authentication will be integrated with State directory server and will inherit security policies.
48	The system shall provide the ability to record, capture and transmit information, based on user-defined criteria, each authorized and/or unauthorized access attempt including, but not limited to user identification, workstation, IP address, date, time, transaction type, and type of access (e.g. read, modify).	Security & Authentication	X						CherryRoad will develop security audit reports based on State requirements.

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
49	The system shall provide the ability to record and maintain past security profiles (i.e. history of security access for an employee) when changes are made to an employee's security profile.	Security & Authentication				X			Oracle Auditing can track when changes were made to a users security profile. Authentication will be integrated with State directory server and will inherit security policies.
50	The system shall provide the ability to assign application access rights for the entire suite of applications at a single point of entry.	Security & Authentication	X						CherryRoad will configure Autoprovisioning rules.
51	The system shall provide the ability to support a decentralized security administration capability including, but not limited to component and organizational level.	Security & Authentication	X						CherryRoad will formulate Operations policies and procedures for Security.
52	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the system level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
53	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the database level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
54	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Module level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
55	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Field level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
56	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Inquiry level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
57	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Report level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
58	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Approval level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
59	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Transaction level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
60	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) at the Table level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
61	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Individual level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
62	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Work Unit level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
63	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Group level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
64	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Organization (e.g. department, division) level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
65	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the User Role (e.g. supervisor, data entry, review only) across all functional areas.	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
66	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the User Site (i.e. location) across all functional areas.	Security & Authentication	X						CherryRoad will configure Location Based Access Controls based on State requirements.
67	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Position across all functional areas.	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
68	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Period	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
69	The system shall provide the ability to control access to all activities (e.g. online transactions, batch processing, report writer, query, system utilities) to the Uniform Chart of Account attributes	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
70	The system shall provide the ability to create and maintain security profiles to control access to Employee Level	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
71	The system shall provide the ability to create and maintain security profiles to control access to Module	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
72	The system shall provide the ability to create and maintain security profiles to control access to Field	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
73	The system shall provide the ability to create and maintain security profiles to control access to Transaction Type	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
74	The system shall provide the ability to create and maintain security profiles to control access to Employee Group	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
75	The system shall provide the ability to create and maintain security profiles to control access to Standard Report	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
76	The system shall provide the ability to create and maintain security profiles to control access to Ad hoc Report	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
77	The system shall provide the ability to conform to the standard user configuration structures for the organization including, but not limited to user identification, passwords, user names, printer designation and assignments.	Security & Authentication	X						CherryRoad will configure Role Based Access Controls based on State requirements.
78	The system shall provide the ability to automatically create user identification and passwords, including requiring reset by the user during first logon.	Security & Authentication	X						CherryRoad will configure email notifications for new users.
79	The system shall provide the ability to automatically log users off the system when there has been no activity for a pre-defined period.	Security & Authentication	X						
80	The system shall provide the ability to generate summary and detail reports including, but not limited to user access, usage logs, audit logs, failed and/or unauthorized access attempts based on user defined parameters (e.g. audit requirements).	Security & Authentication	X						CherryRoad will develop Security audit reports based on State requirements.
81	The system shall allow an administrator to generate online inquiry and batch reports to review access profiles assigned to users.	Security & Authentication	X						
82	The system shall provide electronic signature capabilities and functionality.	Security & Authentication	X						
83	The system shall provide the ability to utilize encryption methods necessary to ensure the secure electronic transfer of information.	Security & Authentication	X						CherryRoad will leverage State's Axway or other SFTP solution for file exchanges.
84	Vendor must provide a list of people that have access to the State of Hawaii's data	Security & Authentication	X						See attached file, "Appendix C Technical Requirements CherryRoad INSERT"
85	Vendor must provide Compliance records and audit trail logs	Security & Authentication	X						

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
86	Vendor must conduct Annual Penetration tests. The results of which must be shared with the State of Hawaii.	Security & Authentication	X						Oracle regularly performs penetration and vulnerability testing and security assessments against Oracle Cloud infrastructure, platforms, and applications in order to validate and improve the overall security of Oracle Cloud Services.
87	System must be able to restrict user access from specified IP networks	Security & Authentication	X						CherryRoad will configure Location Based Access Controls based on State requirements.
88	Vendor must have a Security Operation Center that is responsible for the monitoring, detection, remediation, reporting, triage, and recovery of information and systems, which is staffed on a 7x24 basis	Security	X						
89	Vendor must list all security related organizations that is a member of.	Security	X						See attached file, "Appendix C Technical Requirements CherryRoad INSERT"
90	The system shall provide the ability to generate an audit record for all records and transactions for User ID	Audit	X						
91	The system shall provide the ability to generate an audit record for all records and transactions for update date/time stamp	Audit	X						
92	The system shall provide the ability to generate an audit record for all records and transactions for old field value and new field value	Audit	X						
93	The system shall provide user-defined audit features for all transactions in solution including, but not limited to all historical changes.	Audit	X						
94	The system shall provide the ability to prevent audit records from being deleted or altered, except as part of a system administration archival process.	Audit	X						
95	The system shall provide the ability for audit-tracking reports including, but not limited to user access, usage logs, and key organization data structures.	Audit	X						
96	The system shall provide the ability to archive and restore audit logs.	Audit	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes.
97	The system shall provide online access to the current year plus unlimited previous years of all types of data retained in the system, and shall provide archive capabilities thereafter.	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes.

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
98	The system shall provide online access to data related to multi-year projects from inception to the end of the project including, but not limited to project information, with archive capabilities.	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes.
99	The system shall provide the ability to archive data to external storage media and support partitions, based on user-defined including, but not limited to number of years.	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes.
100	The system shall provide a process to archive documents/data including, but not limited to the ability to adhere to State and federal retention policies.	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes.
101	The system must be capable of associating all content to a pre-defined retention schedule (e.g. upon insertion into, or creation in the system, a retention must be associated with that content and all of its associated parts (e.g. metadata and digital file)) and must be capable of being updated as needed	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes. Archiving and purging can be scheduled and parameterized as needed.
102	The system should be capable of managing all content, to include final disposition or destruction of said content, according to its assigned retention schedule (e.g. the system should ensure that content cannot be destroyed prior to the time specified in the retention schedule.)	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes.
103	The system should have a mechanism capable of selectively deleting content that has been entered in error with appropriate permission requirements.	Data Storage & Archiving	X						CherryRoad will formulate approach for Oracle Cloud archiving.
104	System logs should track all changes to the retention schedule assigned to content, destruction of content or transfer of content to the archives. This log should track affected content, date of action, type of action and user authorizing the action.	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes. Archiving and purging can be scheduled and parameterized as needed.
105	The system should be capable of running routine reports that list all content eligible for destruction (i.e. those that have met the required length of time specified in the retention schedule) and then have appropriate functionality to destroy all, or a specified subset of the content that is eligible for destruction.	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes. Archiving and purging can be scheduled and parameterized as needed.
106	If the system is capable of automatically deleting content that has met its retention, the system must have a 'legal hold' mechanism that will suspend all destruction when required due to court orders or pending litigation.	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes. Archiving and purging can be scheduled and parameterized as needed.

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
107	The system should be able to selectively place content into a 'legal hold' based on specific parameters (e.g. retention code, content type, date range and/or user/creator).	Data Storage & Archiving	X						Converted and non-converted data can be exported to Historical Filing Cabinet for archiving purposes. Archiving and purging can be scheduled and parameterized as needed.
108	The system must be capable of exporting all the content, including all the metadata entered by users as well as system generated metadata and any digital objects associated with the content, into non-proprietary file formats (e.g. xml/csv/txt and Tiff/PDF/JPG etc.) and all exported content must be linked either through naming conventions or metadata elements.	Data Storage & Archiving	X						CherryRoad will develop BIP exports for outbound interfaces.
109	The system should have a mechanism of extracting that content, and all associated metadata, from the system on a pre-defined time schedule, as well as by ad hoc requests, in order to transfer that content (all metadata and associated digital file objects) to the state's digital archives repository, for content that is of permanent value (as listed on the retention schedule) .	Data Storage & Archiving	X						CherryRoad will develop BIP exports for outbound interfaces.
110	The system shall provide the ability to track and log system uptime and transaction response times in order to provide information for SLA monitoring.	System Capacity & Performance	X						
111	The system shall the meet SLAs during the Deployment and Go-Live Support Phase (see "Appendix F, Service Level Agreement Requirements").	System Capacity & Performance	X						Oracle describes delivered SLAs Appendix F.
112	The system shall provide full recovery and system backup capabilities for all online and batch transactions according to State-specified timeframes.	Business Continuity and Disaster Recovery	X						CherryRoad will formulate a DR plan from the State side, with regard to integration with Oracle Cloud.
113	The system shall provide the ability to restore transactions from the database transaction log.	Business Continuity and Disaster Recovery	X						
114	The system shall provide software redundancy for software crash tolerance (i.e. server and client software shall maintain its integrity in case of power failures and abrupt shutdowns).	Business Continuity and Disaster Recovery	X						CherryRoad will formulate a DR plan from the State side, with regard to integration with Oracle Cloud.
115	The system shall provide software redundancy for redundancy in the application server tier	Business Continuity and Disaster Recovery	X						
116	The system shall provide software redundancy for redundancy in the database server tier	Business Continuity and Disaster Recovery	X						
117	The system shall provide software redundancy for restart and recovery capability after system failure with no loss of data or software components.	Business Continuity and Disaster Recovery	X						CherryRoad will formulate a DR plan from the State side, with regard to integration with Oracle Cloud.
118	The system shall provide software redundancy for roll-back	Business Continuity and Disaster	X						

Solution Architecture			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID #	Requirements	Topic	Y	G	C	3	F	N	
119	The system shall provide software redundancy for cntegrity checking capability to identify the existence of program and/or system discrepancies and issue an alert to the appropriate systems operations team.	Business Continuity and Disaster Recovery	X						
120	The system shall provide software redundancy for file protection capability to limit the types of operations (e.g. read, write, delete, data dictionary modification) that can be performed by individual users on given data or program files.	Business Continuity and Disaster Recovery	X						CherryRoad will configure Role Based Access Controls based on State requirements.
121	The system shall provide software redundancy for incremental, differential, and full backups and restores of the database, core and customized software, software and database configuration options, user preferences and rights, etc.	Business Continuity and Disaster Recovery	X						

Solution Technology			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
1	The system shall provide best practice workflow templates.	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.
2	The system shall provide the ability to perform workflow management and approval hierarchies (e.g. approval paths based on item or document to be routed).	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.
3	The system shall provide the ability to automate approval notifications.	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.
4	The system shall provide workflow tools that integrate with e-mail for automated notifications (e.g. MS Exchange; SMTP) and the ability to perform approvals in e-mail.	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.
5	The system shall provide the ability to designate multiple approvers for a particular workflow step.	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.
6	The system shall provide the ability for a secondary approver to view items requiring approval when the primary approver is unavailable or when the system administrator indicates the primary approver is unavailable.	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.
7	The system shall provide configurable workflow alerts and escalation capabilities.	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.
8	The system shall provide the ability to create custom workflows based on business rules including the enforcement of workflow rules, with task checklists, to ensure processes are completed correctly and within specified timeframes.	Workflow Processing	X						The State can configure delivered workflows for enforcement, checklists and timeframes. CherryRoad will develop Workflow based on State requirements.
9	The system shall provide the ability to incorporate "checklists" into the workflow process based on the transaction type and/or business process (e.g. on-boarding), including status notifications.	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.
10	The system shall provide the ability to perform internal real-time message routing to broadcast information to a user-defined group of users.	Workflow Processing	X						Oracle can publish information via a News portlet. Oracle Bell Notifications will provide real-time messages to users.
11	The system shall provide the ability to track documents submitted for approval and review including, but not limited to a time/date stamp and user identification.	Workflow Processing	X						
12	The system shall provide data validation rules to ensure data validity at the time of entry.	Workflow Processing	X						

Solution Technology				One Response per Requirement (Offeror Use Only)						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N		
13	The system shall provide reports including, but not limited to transaction volume, response time, amount of time a workflow step was in the user's control, and operational reporting.	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.	
14	The system shall provide the ability to perform automatic approval when transactions meet defined criteria.	Workflow Processing	X						CherryRoad will develop Workflow based on State requirements.	
15	The system shall provide the ability to utilize internal reporting functionality to generate charts and graphs based on report data within the system.	Reporting, Business Intelligence, & Data Warehouse	X						CherryRoad will develop OTBI and BIP reports based on State requirements.	
16	The system shall provide the ability to utilize internal reporting functionality to generate reports directly to MS Office, Hypertext Markup Language (HTML) or PDF formats, Open Doc, Open XML, including compatibility with prior versions of MS Office.	Reporting, Business Intelligence, & Data Warehouse	X						CherryRoad will develop OTBI and BIP reports based on State requirements.	
17	The system shall provide the ability to utilize internal reporting functionality for desktop GUI interfaces (e.g. dashboard) that are easy to understand and navigate.	Reporting, Business Intelligence, & Data Warehouse	X						CherryRoad will develop OTBI and BIP reports based on State requirements.	
18	The system shall provide the ability to utilize internal reporting functionality to drill-down capability to individual data elements	Reporting, Business Intelligence, & Data Warehouse	X						CherryRoad will develop OTBI and BIP reports based on State requirements.	
19	The system shall provide the ability to utilize internal reporting functionality to ad hoc and standard query capabilities based on user-defined criteria.	Reporting, Business Intelligence, & Data Warehouse	X						CherryRoad will develop OTBI and BIP reports based on State requirements.	
20	The system shall provide the ability to utilize internal reporting functionality to create and maintain a report distribution mechanism with predefined reports (e.g. monthly reports that are specific by role, organization, and location via portal or Web).	Reporting, Business Intelligence, & Data Warehouse	X							
21	The system shall provide the ability to utilize internal reporting functionality to view previously generated reports by all users or by specific users.	Reporting, Business Intelligence, & Data Warehouse	X							
22	The system shall provide the ability to utilize internal reporting functionality to schedule reports to run automatically.	Reporting, Business Intelligence, & Data Warehouse	X							
23	The system shall provide the ability to utilize internal reporting functionality for reporting by exception.	Reporting, Business Intelligence, & Data Warehouse	X							

Solution Technology			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
24	The system shall provide the ability to utilize internal reporting functionality to print preview of all reports before printing and have print screen and selective page(s) print functionality.	Reporting, Business Intelligence, & Data Warehouse	X						Via the browser print preview functionality or viewing the report in the report viewer.
25	The system shall provide the ability to utilize internal reporting functionality for Uploading external data for analysis purposes.	Reporting, Business Intelligence, & Data Warehouse	X						OAC will be used to combine external data into Cloud for BI Reporting.
26	The system shall provide the ability to utilize internal reporting functionality for downloading report data and information to/from MS Excel.	Reporting, Business Intelligence, & Data Warehouse	X						
27	The system shall provide the following types of report writing tools including user-friendly end-user reporting tool (i.e. does not require technical expertise) to generate reports from the transactional database.	Reporting, Business Intelligence, & Data Warehouse	X						CherryRoad will provide knowledge transfer to State staff on OTBI and BIP reporting tools.
28	The system shall provide the following types of report writing tools including graphical report-writer tool	Reporting, Business Intelligence, & Data Warehouse	X						
29	The system shall provide the following types of report writing tools including capability to report from multiple databases.	Reporting, Business Intelligence, & Data Warehouse	X						
30	The system shall provide the ability to utilize third-party reporting tools.	Reporting, Business Intelligence, & Data Warehouse	X						Third-party reporting tools can be used against the Oracle Analytic Warehouse. Third-party reporting tools can be treated as interfaces; i.e., data extracts can be sent to an external data warehouse.
31	The system shall provide the ability to perform forecasting and trend analysis functions.	Reporting, Business Intelligence, & Data Warehouse	X						These reports are either delivered or can be developed inside Oracle Cloud ERP and PBCS.
32	The system shall provide the ability to compare forecast vs. actual data.	Reporting, Business Intelligence, & Data Warehouse	X						These reports are either delivered or can be developed inside Oracle Cloud ERP and PBCS
33	The system shall provide the ability to use the same security profile as the transactional environment when accessing the report environment.	Reporting, Business Intelligence, & Data Warehouse	X						CherryRoad will configure Role Based Access Controls that encompass reported data.
34	The system shall provide the ability to schedule batch functions.	Reporting, Business Intelligence, & Data Warehouse	X						

Solution Technology				One Response per Requirement (Offeror Use Only)						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N		
35	The system shall provide the ability for reports generated from batch processes/scheduled report_jobs to automatically be e-mailed to designated recipients.	Reporting, Business Intelligence, & Data Warehouse	X						CherryRoad will operationalize Cloud batch processes based on State requirements.	
36	The system shall provide the ability to print to any printer on the State's network or from locally connected printers.	Reporting, Business Intelligence, & Data Warehouse	X							
37	The system shall provide an ad hoc reporting tool with the ability to access any standard delivered or user-defined fields/tables in the database.	Reporting, Business Intelligence, & Data Warehouse	X							
38	The system shall provide the ability to access data through industry standard tools (e.g. Excel, Crystal, Cognos).	Reporting, Business Intelligence, & Data Warehouse	X						Via Oracle Analytic Applications, views such as Crystal, Excel, and Cognos can be used. All inquiries and reports in Oracle Cloud ERP and PBCS can be exported to Excel. Third-party reporting tools can be treated as interfaces; i.e., data extracts can be sent to an external data warehouse.	
39	The system shall provide the ability to automate the extraction and loading of data to BI/DW and external databases.	Reporting, Business Intelligence, & Data Warehouse	X						Third-party reporting tools can be treated as interfaces; i.e., data extracts can be sent to an external data warehouse.	
40	The system shall provide the ability to integrate data contained within the system with forms.	Reporting, Business Intelligence, & Data Warehouse	X						CherryRoad can develop BIP exports for external data warehouses.	
41	The system shall provide the ability to support the presentation of State financial information to the public via a secure portal including, but not limited to a searchable database, reporting, integrated with security.	Reporting, Business Intelligence, & Data Warehouse	X						Extracts can be done to expose or send data to a secure portal for viewing.	
42	The system shall provide the ability to capture system-generated documents and store them in virtual folders.	Content/Document Management & Imaging	X						Documents generated as part of a transaction are associated with the transaction and accessible throughout the application. Documents can be exported to a third-party documentation provider via Web Services. CherryRoad will configure WorkCenter Forms based on State requirements.	
43	The system shall provide the ability to store electronic forms.	Content/Document Management & Imaging	X							

Solution Technology				One Response per Requirement (Offeror Use Only)						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N		
44	The system shall provide the ability to scan and store imaged documents and electronic files (e.g. photographs, other binary or American Standard Code for Information Interchange (ASCII) files) in virtual folders associated with any object in the system (e.g. property, person, complaint) in standard image formats (e.g. pdf, jpg, tif), including the ability to preserve the readable format of the documents when application versions of image viewers are upgraded.	Content/Document Management & Imaging	X						Oracle cannot preserve the ability to view older formats if they are not supported by current file readers. CherryRoad will configure WorkCenter Forms based on State requirements.	
45	The system shall provide content and document management functionality including Enabling indexing and searching of documents by a variety of user-defined metadata attributes.	Content/Document Management & Imaging						X	Oracle WorkCenter Forms is included in the SaaS solution. The State may consider that functionality as an alternative to solution this requirement.	
46	The system shall provide content and document management functionality with the ability to tag document (i.e. call EPS)	Content/Document Management & Imaging						X	Oracle WorkCenter Forms is included in the SaaS solution. The State may consider that functionality as an alternative to solution this requirement.	
47	The system shall provide content and document management functionality to support for full text search	Content/Document Management & Imaging						X	Oracle WorkCenter Forms is included in the SaaS solution. The State may consider that functionality as an alternative to solution this requirement.	
48	The system shall provide content and document management functionality to provide built-in viewers/converters for a wide variety of file types.	Content/Document Management & Imaging	X						Files are viewed by using native viewers on the users desktop. CherryRoad will configure WorkCenter Forms based on State requirements.	
49	The system shall provide content and document management functionality to provide check in/check out functionality for electronic documents.	Content/Document Management & Imaging	X						CherryRoad will configure WorkCenter Forms based on State requirements.	
50	The system shall provide content and document management functionality to provide notification features for files that are checked out (e.g. overdue, availability).	Content/Document Management & Imaging	X						CherryRoad will configure WorkCenter Forms based on State requirements.	
51	The system shall provide content and document management functionality to ensure version control of documents as they are changed or modified.	Content/Document Management & Imaging	X						CherryRoad will configure WorkCenter Forms based on State requirements.	
52	The system shall provide content and document management functionality to allow rollback to a previous version of a document.	Content/Document Management & Imaging	X						CherryRoad will configure WorkCenter Forms based on State requirements.	
53	The system shall provide content and document management functionality to enable collaborative document creation and/or markup.	Content/Document Management & Imaging	X						CherryRoad will configure WorkCenter Forms based on State requirements.	

Solution Technology			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
54	The system shall provide content and document management functionality to enable attachment of documents to e-mails and e-mail distribution lists.	Content/Document Management & Imaging	X						CherryRoad will configure WorkCenter Forms based on State requirements.
55	The system shall provide content and document management functionality to store location identification of paper documents (i.e. attributes shall minimally include folder, box, and physical location).	Content/Document Management & Imaging						X	CherryRoad will conduct Business Process Optimization to formulate an approach to document location tracking, and leverage any Cloud tools as needed to implement process.
56	The system shall provide the ability to associate digital signatures and approvals with documents (e.g. employee acknowledgements). The system must be able to integrate with Adobe Echosign if e-signature is used.	Content/Document Management & Imaging						X	Oracle supports electronic signaturing with the integration to DocuSign. CherryRoad will configure integration with DocuSign as an alternative solution, if requested by the State.
57	The system shall provide the ability to adhere to State and federal retention requirements in the content/ document management purge schedules including the ability to set automated deletions and to restrict deletions based on case-specific legal requirements (e.g. legal holds, e-discovery).	Content/Document Management & Imaging	X						Oracle does not purge data.
58	The system shall provide attachment and document storage in Adobe PDF/A format and password protect any documents with PII, HIPPA, or other regulatory requirements.	Content/Document Management & Imaging	X						The State would lock any associated file before uploading the document to Oracle. CherryRoad will configure WorkCenter Forms based on State requirements.
59	The system shall provide end-user interfaces capabilities with consistent look and feel, which conforms to industry standards, across all modules.	End-User Interface	X						CherryRoad will brand application pages based on State requirements.
60	The system shall provide end-user interfaces capabilities customize views throughout all modules at the field and record level.	End-User Interface	X						
61	The system shall provide end-user interfaces capabilities to enable the user to complete each step in the workflow process within a given screen (i.e. the end-user will not be required to navigate to multiple screens to complete a task(s) in the workflow).	End-User Interface	X						
62	The system shall provide end-user interfaces capabilities with a method to "drill down" to related data as needed by job function.	End-User Interface	X						
63	The system shall provide alternatives for the end-user to interact with the system including command-driven	End-User Interface	X						

Solution Technology			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
64	The system shall provide alternatives for the end-user to interact with the system including menu-driven	End-User Interface	X						
65	The system shall provide alternatives for the end-user to interact with the system including drop-down lists for selection of valid responses	End-User Interface	X						
66	The system shall provide alternatives for the end-user to interact with the system including icon-based	End-User Interface	X						
67	The system shall provide alternatives for the end-user to interact with the system including Touch Screen	End-User Interface	X						
68	The system shall provide online, interactive help with support for hyperlink technology and other industry standard formats (e.g. HTML file formats).	End-User Interface	X						CherryRoad will configure online help pages based on State requirements.
69	The system shall provide the ability to present data to end-users minimizing the navigational effort required (e.g. customizable views) including, but not limited to the ability to accommodate both the casual and power users requiring different views.	End-User Interface	X						
70	The system shall provide readily available data elements in order to complete a transaction or job function (i.e. whether to inquire/read only or data entry).	End-User Interface	X						
71	The system shall provide the integration of information from multiple components (e.g. business area, work type) into a unified end-user display.	End-User Interface	X						
72	The system shall provide "out of the box" functionality which allows end-users entry and/or inquiry access (e.g. timesheet entry, transaction status) from mobile devices/PDAs.	End-User Interface	X						
73	The system shall support multiple languages for specific transactions including, but not limited to time entry and public portal.	End-User Interface	X						
74	The system shall meet Web Accessibility standards including, but not limited to the ability to support ADA compliance and Limited English Proficiency for the public portal. E.G. Section 508	End-User Interface			X				See attached file, "Appendix C Technical Requirements_CherryRoad_INSERT"
75	The system shall provide customizable online documentation and training materials such as context-sensitive help (e.g. mouse over help, search capability) including, but not limited to organization-specific business process documentation and process maps.	Data Entry Support & On-Line Help	X						CherryRoad will configure online help pages based on State requirements.

Solution Technology			One Response per Requirement (Offeror Use Only)						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N	
76	The system shall provide field level edit checks for transactions during data entry and provide immediate user feedback including, but not limited to error messages, potential possible corrective actions, warnings, data validation from external sources (e.g. GIS data for address validation, USPS for zip code validation).	Data Entry Support & On-Line Help	X						
77	The system shall provide online help that displays data field definitions for all user-entered data fields.	Data Entry Support & On-Line Help	X						
78	The system shall provide the ability to design a preferred sequence to make data-entry columns and fields match the order of information in organization source documents.	Data Entry Support & On-Line Help						X	CherryRoad will perform Business Process Optimization to align the State's current processes with industry best practices.
79	The system shall provide the ability to support administrator-defined input validation for all user input (e.g. validating account distributions against the Uniform Chart of Accounts).	Data Entry Support & On-Line Help	X						
80	The system shall provide the ability to support the addition of memo notes by users on any file or screen (e.g. through "text boxes") and attach documents.	Data Entry Support & On-Line Help	X						Only where the transaction supports this feature via text boxes and file attachments
81	The system shall provide the ability to describe the nature of data entry errors and potential solutions.	Data Entry Support & On-Line Help	X						
82	The system shall provide the ability to allow data entry fields to default to the last entry.	Data Entry Support & On-Line Help	X						CherryRoad will implement Personalizations where applicable, based on State requirements.
83	The system shall provide the ability to auto-fill an entry based on the transaction and/or field entry.	Data Entry Support & On-Line Help	X						
84	The system shall provide the ability to restrict free form entry (e.g. require use of drop-down calendar for date field).	Data Entry Support & On-Line Help	X						
85	The system shall provide the ability to accept mass data entry from an external source, including the ability to load through automated interface.	Data Entry Support & On-Line Help	X						
86	The system shall provide the ability to perform intelligent spell checking of text fields.	Data Entry Support & On-Line Help	X						Browsers typically perform this functionality
87	The system shall provide online interactive help (e.g. system, website) including, but not limited to support for hyperlink technology and industry standard formats.	Data Entry Support & On-Line Help	X						
88	The system shall provide the ability for end-users to receive clear and non-technical error messages with the exact status of the transaction.	Data Entry Support & On-Line Help	X						

Solution Technology				One Response per Requirement (Offeror Use Only)						Offeror Comments
ID#	Requirements	Topic	Y	G	C	3	F	N		
89	The system shall provide the ability for end-users to receive clear and non-technical error messages with options for on-line help.	Data Entry Support & On-Line Help	X							
90	The system shall provide the ability for end-users to receive clear and non-technical error messages with options for additional help including phone, fax number, and a pre-formatted e-mail problem report.	Data Entry Support & On-Line Help	X						The State can configure messages to include phone, fax, and email information.	



Appendix D – Implementation Services Requirements

RFP-ERP-2020

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1.0 Overview of Document

This document clarifies the roles and responsibilities of the State of Hawaii (State) and the prime EFS System Integrator (**Offeror**) across the life-cycle of the multi-phase project, which consists of the following work activities:

- Implementation Services
 - Project Planning
 - Initial Analysis and Design
 - Final Analysis and Design
 - Configuration and Development
 - Testing and Training
 - Deployment and Go-Live Support
 - Warranty
- Minimum List of Deliverables

2.0 Implementation Services

The purpose of the Implementation Services section is to describe the tasks and Deliverables expected to occur during this Phase of the Project and to define the expected roles and responsibilities of the State and the Offeror.

As noted in the RFP, each subsection below outlines the high-level roles and responsibilities of both the State and the Offeror overall and for each Deliverable. The State requires the Offeror to assume full management responsibility for the required Offeror and subcontractor Project personnel and associated Deliverables related to this Project.

2.1 Project Planning

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 1. Project Planning Roles and Responsibilities

#	Project Planning Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.1.1	Provide a Project Manager (PM) to represent the Offeror in the management of the Project, interfacing with the State Project Manager (PM) in any decisions relating to the Project.	X		Yes	The CherryRoad team will include a dedicated Project Manager whose responsibilities will be consistent with the duties defined by the Project Management Plan deliverable (Implementation Services Requirement 2.1.7).
2.1.2.	Assume and lead all day-to-day management of all Offeror personnel, including subcontractor personnel, and associated Deliverables related to the required services.	X		Yes	The CherryRoad Project Manager will manage the day-to-day activities of all CherryRoad team personnel and CherryRoad assigned deliverables.
2.1.3	Provide a Project Manager to represent the State organization in this Project, interfacing with the Offeror’s PM, and representing the State in any decisions relating to the Project.		X	Yes	The CherryRoad implementation plan assumes the State will assign a full time Project Manager to represent the State.
2.1.4	Establish a program management office (PMO) for the Project by integrating with the State’s current PMO.	X		Yes	The CherryRoad Project Leadership including the Engagement Manager, Project Manager, and Project Coordinator positions will establish and actively participate in a program management office integrating with the State’s current PMO.
2.1.5a	Create a Project Charter, or review and revise an existing Project Charter as necessary.		X	Yes	In the Planning stage of the project, CherryRoad will deliver a Project Charter deliverable. CherryRoad will work with the State to determine if an existing State Project Charter should be updated or if CherryRoad will create a new Project Charter.

#	Project Planning Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.1.5b	<p>Provide a Project Schedule (e.g. in MS Project) that includes the following key components:</p> <ul style="list-style-type: none"> ■ Tasks and activities required to successfully complete the Project ■ Schedule/milestone tracking and resource allocation ■ Critical path identification and dependencies <p>Provide periodic updates (as mutually agreed upon by the State and the Offeror) to the Project Schedule.</p>	X		Yes	In the Planning stage of the project, CherryRoad will create a Project Schedule for the tracking of tasks and activities, schedule milestones, assign resources, and identify a critical path for the implementation. The project schedule will be developed and maintained in accordance with the Project Management Plan deliverable (Implementation Services Requirement 2.1.7). CherryRoad will use Smartsheet software for the Project schedule.
2.1.6	<p>Establish a formal requirements management process that shall include:</p> <ul style="list-style-type: none"> ■ Assumption definition, tracking, and traceability in a requirements traceability matrix (RTM) ■ Functional and Technical Requirement definition, tracking, traceability and verification 	X		Yes	CherryRoad will establish a formal process for defining, updating, and tracing requirements. Requirements are established by this RFP and will be added/updated through the implementation deliverables as well as a project Change Advisory Board. Each of these elements of Requirements Management will be defined in the Project Management Plan deliverable (Implementation Services Requirement 2.1.7).

#	Project Planning Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.1.7	<p>Provide, update, and maintain a Project Management Plan (PMP) as mutually agreed upon by the State and the Offeror that includes the following key components:</p> <ul style="list-style-type: none"> ■ Project initiation activities ■ Issue tracking, escalation and resolution ■ Change request approval, management and tracking ■ Deliverable/product review and approval and other acceptance criteria ■ Risk management, identification, quantification of impact, monitoring, and mitigation plans ■ Quality management ■ Relationships to other IT or business efforts ■ Status and other reporting activities ■ Status reporting templates (including Deliverable status reports, issues, risks, plan vs. actual status, etc.) 	X		Yes	<p>In the Planning stage of the project CherryRoad will develop the Project Management Plan deliverable. The Project Management Plan will establish how the project team will manage the project management processes for the implementation including those key components listed in this Implementation Service Requirement.</p>

#	Project Planning Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.1.8	Provide and implement risk mitigation measures and contingency plans as high-priority risks are identified and monitored.	X		Yes	The risk management process will be established in the Project Management Plan deliverable (Implementation Services Requirement 2.1.7). The process will be mutually agreed upon by CherryRoad and the State. Based upon our experience, we would anticipate a periodic meeting to review Risks, Issues, Opportunities, and Decisions. In those meetings, CherryRoad will be assigned risk mitigation measures to be implemented as agreed upon with the State Project Management Office. CherryRoad's preferred tool for recording, updating, and tracking project risks is Jira.
2.1.9	Provide the initial Project Team Training Plan to document State Project Team "boot camp" training requirements and the approach the Offeror will use to prepare the State Project Team for the Initial Design and Analysis phase (both Functional and Technical Teams) so that the State Project Team can gain an in depth understanding of the EFS application modules scheduled for implementation, introduction to configuration, table structures, technical terminology, etc. as mutually agreed upon by the State and the Offeror.	X		Yes	In the Planning Stage, CherryRoad will complete the Project Team Training Plan deliverable outlining the tasks and schedule for completing the Oracle Cloud applications training.
2.1.10	Provide a Communication Plan that shall be used to communicate with all Project stakeholders throughout the life of the Project, as mutually agreed upon by the State and the Offeror, including at a minimum the following activities: <ul style="list-style-type: none"> ■ Communication with internal and external stakeholders ■ Formal kickoffs of phases ■ Communication of milestones ■ Team-building exercises 		X	Yes	In the Planning stage of the project, CherryRoad will collaborate with the State project management office to establish the communication channels for the project and identify stakeholders to be communicated with. CherryRoad will then develop a Communications Plan deliverable to be followed by the project team for the duration of the implementation.

#	Project Planning Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.1.11	Provide Weekly Status Reviews, Issues Logs, and Progress Reports at the sub-team level (e.g. functional teams, technical team, and deployment team).	X		Yes	CherryRoad will collaborate with the State to establish the project cadence for status reviews, issue logs, and progress reports, and will document that cadence in the Project Management Plan deliverable (Implementation Services Requirement 2.1.7). CherryRoad will be responsible for facilitating these processes defined by the Project Management Plan for the duration of the project.
2.1.12	Provide Project Status Reports and conduct regularly scheduled status meetings reviewing Project progress, risk mitigation, issue resolution, Deliverable status, and next steps mutually agreed upon by the State and the Offeror.	X		Yes	CherryRoad will collaborate with the State to define the standards for status reporting and for conducting status meetings. Those standards will be defined by the Project Management Plan deliverable (Implementation Services Requirement 2.1.7). CherryRoad will be responsible for adhering to these standards for the duration of the project.
2.1.13	Use documentation repository provided by the State to store, organize, track, control and disseminate all information using documentation standards and naming convention.	X		Yes	CherryRoad will use the documentation repository provided by the State and will follow the documentation standards and naming conventions. The processes, conventions, and standards will be documented in the Project Management Plan deliverable (Implementation Services Requirement 2.1.7).
2.1.14	Communicate Project scope change process and procedures to State stakeholders.		X	Yes	A standard process for Change Control will be established by the Project Management Plan (Implementation Services Requirement 2.1.7). CherryRoad agrees that the State will be responsible for communicating scope change processes and procedures to the State stakeholders as part of the documented Change Control process.

#	Project Planning Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.1.15	Document impact analysis associated with proposed changes.	X		Yes	A standard process for Change Control will be established by the Project Management Plan (Implementation Services Requirement 2.1.7). That process will include documenting the impact of proposed changes by CherryRoad. The impact is then weighed along with other factors by the Project Management team before it is adopted and incorporated into the project scope.
2.1.16	Provide training materials for “boot camp” training.	X		Yes	CherryRoad will provide training materials for the Project Team Training referred to here as “boot camp” training. The scope of training materials will be defined by the Project Team Training Plan deliverable. The training materials will be consistent with standard Oracle Cloud application training materials.
2.1.17	Provide State Project Team Training (“boot camp” training) to the Project Team and key SMEs to support the Initial Analysis and Design phase.	X		Yes	CherryRoad will facilitate the delivery of Project Team Training to State project team members and key subject matter experts. The scope, timing, and audience will be defined by the Project Team Training Plan deliverable.
2.1.18	Provide a Work Breakdown Structure that maps major tasks for all phases of project	X		Yes	CherryRoad will establish a Work Breakdown Structure that maps major tasks for all stages of the project. The Work Breakdown Structure will be included in the Project Management Plan deliverable (Implementation Services Requirement 2.1.7).

2.2 Initial Analysis and Design

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 2. Initial Analysis and Design Roles and Responsibilities

#	Initial Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.2.1	Act as primary point of contact with stakeholders and offices to refine functional and technical requirements, including scheduling State staff for interviews and workshops.		X	Yes	The Communications Plan deliverable will establish the communication channels for the project team. In that deliverable, responsibility for contacting stakeholders will be assigned to the State.
2.2.2	Develop a detailed plan and schedule to conduct State interviews, group workshops, and surveys to refine, and prioritize detailed functional and technical requirements.	X		Yes	CherryRoad will develop the plan and schedule for all work sessions required to refine and prioritize the States’ detailed functional and technical requirements. After the initial Requirements Traceability Matrix, requirements will be updated throughout the completion of the project in accordance with the scope management process defined by the Project Management Plan deliverable (Implementation Services Requirement 2.1.7)

#	Initial Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.2.3	Conduct and document State interviews, group workshops, and surveys to refine, and prioritize detailed functional and technical requirements.	X		Yes	CherryRoad will take the lead in facilitating the work sessions where the State detail functional and technical requirements are refined and prioritized. After the initial Requirements Traceability Matrix, requirements will be updated throughout the completion of the project in accordance with the scope management process defined by the Project Management Plan deliverable (Implementation Services Requirement 2.1.7)
2.2.4	Provide periodic updates to refine, clarify and prioritize the detailed functional and technical requirements including “to-be” process flows, use cases, and business re-engineering opportunities.	X		Yes	CherryRoad will be responsible for updating functional and technical requirements including “to-be” business process flows, use cases, etc. After the initial Requirements Traceability Matrix, requirements will be updated throughout the completion of the project in accordance with the scope management process defined by the Project Management Plan deliverable (Implementation Services Requirement 2.1.7)
2.2.5	Coordinate, schedule and communicate with all functional and technical SMEs for planning sessions.		X	Yes	The Project Management Plan deliverable (Implementation Services Requirement 2.1.7) will establish the State’s project management team’s responsibility to coordinate, schedule, and communicate with State functional and technical subject matter experts.

#	Initial Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.2.6	Conduct and document functional and technical planning sessions to establish system(s) configuration.	X		Yes	CherryRoad will facilitate the work planning sessions to establish system configuration. System configuration will be managed in accordance with the CEMLI Plan which will specify the processes and standards for completing configurations, enhancements, modifications, localizations and integrations.
2.2.7	Develop and document operational and technical requirements (technical as well as performance) around the current IT infrastructure (desktop, network, directories, and any dependent systems) to allow the State to perform any mitigations.	X		Yes	Recognizing the Oracle Cloud applications are a SaaS solution whose IT architecture is solely the responsibility of Oracle and not subject to change based on the State or project team's preferences, CherryRoad will document the operational and technical requirements around the State's IT infrastructure to allow the State to perform any required migrations in accordance with the Technical Architecture Strategy deliverable (Implementation Services Requirement 2.2.8).
2.2.8	Provide a Technical Architecture Strategy (e.g. including application, database, network, infrastructure, system management, security, administration).	X		Yes	Recognizing the Oracle Cloud applications are a SaaS solution whose IT architecture is solely the responsibility of Oracle and not subject to change based on the State or project team's preferences, CherryRoad will provide a Technical Architecture Strategy for those elements of the State's IT architecture that support and/or interact with the Oracle Cloud application architecture.

#	Initial Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.2.9	Conduct business process analysis and reengineering focused on the adoption of standard, best-practice business processes implicit within the proposed solution.	X		Yes	CherryRoad team members will conduct business process tasks that focus on the State's adoption of the best-practice business processes delivered within the Oracle Cloud applications. The approach to business process analysis will be defined by the Business Process Re-engineering Plan deliverable (Implementation Services Requirement 2.2.21).
2.2.10	Analyze, validate and provide recommendations regarding any proposed enhancements to the application based on existing laws, policies, and other government regulations.	X		Yes	CherryRoad will establish the approach for addressing proposed enhancements in the CEMLI Plan deliverable. Unlike an on-premise solution, the Oracle Cloud applications will have limited opportunities for enhancements given the SaaS nature of the solution.
2.2.11	Assess whether the solution is compliant with State's digital records retention policies.	X		Yes	CherryRoad will confirm the Oracle Cloud applications are compliant with the State's digital records retention policies. The State will be responsible for providing the State's records retention policies to CherryRoad.
2.2.12	Work with the State's Uniform Chart of Accounts (UCOA) consultant to demonstrate how the proposed UCOA structure will be implemented in the application, including field definitions and usage; and reporting. The design shall use information from the State's preliminary UCOA documents.	X		Yes	CherryRoad recognizes the importance of collaborating with the State's Uniform Chart of Accounts consultant to ensure the UCOA structure defined by the preliminary UCOA documents is implemented correctly in the Oracle Cloud applications and the benefits envisioned as part of the UCOA restructuring are realized through the implementation process.

#	Initial Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.2.13	Assess needs and develop the design for a Business Intelligence (BI)/Data Warehouse (DW) solution which addresses the State's reporting requirements.	X		Yes	CherryRoad will assess the State's reporting requirements and will develop a design for achieving those requirements within the Oracle Cloud applications rather than implementing a separate data warehouse solution. CherryRoad will leverage Oracle Cloud applications reporting tools and data analytics capabilities included in this proposal to meet the State's requirements. The plan for reporting will be defined by the Business Intelligence Plan deliverable.
2.2.14	Provide BI/DW recommendations on an integrated versus federated implementation approach.	X		Yes	The CherryRoad proposal is to provide a Business Intelligence solution based upon an integrated approach, leveraging the integrated Oracle cloud applications for reporting and data analytics.
2.2.15	Provide the Configured Environment (pre-development and/or sandbox) required to support fit-gap activities.	X		Yes	During the Design stage the project team will use a configured non-production environment to facilitate the various business process related work sessions.
2.2.16	Conduct and document assessments of detailed functional requirements and generate a fit-gap analysis, including affected systems recommendations and alternative design scenarios, etc.	X		Yes	Following Conference Room Pilot 2, the CherryRoad team will generate an analysis identifying functional requirement gaps and the alternative business processes available in the Oracle Cloud software that may be implemented at the State. The content of the analysis will be included in the Initial System Design deliverable.
2.2.17	Provide a State-wide EFS Implementation Strategy document which outlines the proposed approach for implementation, including timelines for deployment across all phases; and staffing plan for the Offeror and the State.	X		Yes	During the Initial Analysis and Design stage the CherryRoad team will develop the EFS Implementation Strategy deliverable documenting the proposed EFS implementation approach.

#	Initial Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.2.18	Provide the Initial System Design Document , including “to-be” business process flows, business process fit-gap analysis, updated and validated RTM (e.g. updated requirements fit-gap), RICEFW, data dictionary, and role-based access control.	X		Yes	At the conclusion of the Design stage the CherryRoad team will deliver an Initial System Design Document that will include “to-be” business process flows, a current requirements traceability matrix and inventory of CEMLI (Configurations, Enhancements, Modifications, Localizations, and Integrations) to be included in the project phase. Note that CEMLI replaces RICEFW in Oracle Cloud terminology. The data dictionary to be provided is limited to that which is made available by Oracle.
2.2.19	Facilitate interviews, group workshops, etc. to obtain and gain consensus on design.	X		Yes	During the Design stage, CherryRoad will facilitate work sessions with project team members and designated subject matter experts to gain consensus on the initial system design. This will not include building consensus across all statewide users, as that is a function of organizational change management and, in the best case, will take the entirety of the project to achieve.
2.2.20	Define and document the system’s security and privacy features, including role-based access controls.	X		Yes	During the Design stage, the CherryRoad team will provide documentation regarding the Oracle Cloud applications security and privacy features, including role-based access controls. This documentation will be consistent with the Oracle standard security documentation.
2.2.21	Provide a Business Process Re-engineering Plan to address the business process and organizational change management activities necessary to successfully implement the system in the State.	X		Yes	During the Design stage, the CherryRoad team will provide a Business Process Re-engineering Plan.

#	Initial Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.2.22	Provide and document a Business Process and Organizational Change Management Plan .	X		Yes	During the Design stage, the CherryRoad team will provide an Organizational Change Management Plan
2.2.23	Perform and document an Organizational Readiness Assessment to identify opportunities and resistance to changes.	X		Yes	During the Design stage, the CherryRoad team will conduct an Organizational Readiness Assessment identifying opportunities and resistance to change.
2.2.24	Perform and document a discovery of Time & Attendance data collection requirements throughout the jurisdictions.	X		Yes	During the Design stage, the CherryRoad team, with guidance from the State, will perform and document discovery of Time & Attendance data collection requirements throughout the jurisdictions. CherryRoad will depend on the State to provide guidance on what impact this data will have on the first phase of the EFS implementation.

2.3 Final Analysis and Design

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 3. Final Analysis and Design Roles and Responsibilities

#	Final Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.3.1	Act as primary point of contact with stakeholders and offices to refine functional and technical requirements, including scheduling State staff for interviews and workshops.		X	Yes	The Communications Plan deliverable will establish the communication channels for the project team. In that deliverable, responsibility for contacting stakeholders will be assigned to the State.
2.3.2	Develop a plan and schedule to conduct State interviews, group workshops, and surveys to finalize the detailed functional and technical requirements.	X		Yes	CherryRoad will develop the plan and schedule for all work sessions required to finalize the States’ detailed functional and technical requirements. After the initial Requirements Traceability Matrix, requirements will be updated throughout the completion of the project in accordance with the scope management process defined by the Project Management Plan deliverable (Implementation Services Requirement 2.1.7)
2.3.3	Conduct and document State interviews, group workshops, and surveys to finalize the detailed functional and technical requirements.	X		Yes	CherryRoad will take the lead in facilitating the work sessions where State detail functional and technical requirements are finalized. After the initial Requirements Traceability Matrix, requirements will be updated throughout the completion of the project in accordance with the scope management process defined by the Project Management Plan deliverable (Implementation Services Requirement 2.1.7)

#	Final Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.3.4	Provide final updates to refine, clarify and prioritize the detailed functional and technical requirements including “to-be” process flows, use cases, and business re-engineering opportunities.	X		Yes	CherryRoad will be responsible for the final updating of functional and technical requirements including “to-be” business process flows, use cases, etc. After the initial Requirements Traceability Matrix, requirements will be updated throughout the completion of the project in accordance with the scope management process defined by the Project Management Plan deliverable (Implementation Services Requirement 2.1.7)
2.3.5	Coordinate, schedule and communicate with all functional and technical SMEs for planning sessions.		X	Yes	The Project Management Plan deliverable (Implementation Services Requirement 2.1.7) will establish the State project management team’s responsibility to coordinate, schedule, and communicate with State functional and technical subject matter experts.
2.3.6	Conduct and document final functional and technical planning sessions to establish system(s) configuration.	X		Yes	CherryRoad will facilitate the work planning sessions to establish the final system configuration.
2.3.7	Develop and document operational and technical requirements (technical as well as performance) around the current IT infrastructure (desktop, network, directories, and any dependent systems) to allow the State to perform any mitigations	X		Yes	Recognizing the Oracle Cloud applications are a SaaS solution whose IT architecture is solely the responsibility of Oracle and not subject to change based on the State or project team’s preferences, CherryRoad will document the operational and technical requirements around the State’s IT infrastructure to allow the State to perform any migrations. Those requirements will be included in the Technical Architecture Strategy deliverable (Implementation Services Requirement 2.2.8).

#	Final Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.3.8	Conduct business process analysis and reengineering focused on the adoption of standard, best-practice business processes implicit within the proposed solution.	X		Yes	CherryRoad team members will conduct business process tasks that focus on the State's adoption of the best-practice business processes delivered within the Oracle Cloud applications. The approach will be consistent with the Business Process Re-engineering Plan deliverable (Implementation Services Requirement 2.2.21).
2.3.9	Assess needs and design BI/DW solution which supports the analysis and report requirements defined in functional requirements.	X		Yes	CherryRoad will assess the State's reporting requirements and will develop a design for achieving those requirements within the Oracle Cloud applications rather than implementing a separate data warehouse solution. CherryRoad will leverage Oracle Cloud applications reporting tools and data analytics capabilities included in this proposal to meet the State's requirements. The plan for reporting will be defined by the Business Intelligence Plan deliverable.
2.3.10	Provide the Configured Environment (pre-development) required to support the final fit-gap activities.	X		Yes	During the Final Analysis and Design stage the project team will use a configured non-production environment to facilitate the various business process related work sessions.
2.3.11	Conduct and document assessments of detailed functional requirements and update the fit-gap analysis, including affected systems recommendations and alternative design scenarios, etc.	X		Yes	Following Conference Room Pilot 3, the CherryRoad team will update the analysis identifying functional requirement gaps and the alternative business processes available in the Oracle Cloud software that will be implemented by the State. The analysis will be included in the Final System Design deliverable.

#	Final Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.3.12	Conduct and document assessments of detailed technical infrastructure requirements and generate a fit-gap analysis, including network infrastructure, desktops, etc.	X		Yes	During the Final Analysis and Design stage the CherryRoad team will assess the State's technical infrastructure and generate a gap analysis where components of the State technical infrastructure do not align with best practices for utilizing the Oracle Cloud Applications.
2.3.13	Ensure alignment of the system architecture with the State's technical architecture preferences.	X		Yes	CherryRoad will ensure the State's technical architecture preferences align with the Oracle Cloud applications. If there are elements of the State's technical architecture preferences that do not align with the Oracle Cloud applications, CherryRoad will escalate those issues to the State and work with the state to identify alternative technical architecture preference that do align with the Oracle Cloud applications.
2.3.14	Perform and document system security planning and create a formal Security Plan in accordance with State's security requirements and regulations.	X		Yes	During the Final Analysis and Design stage the CherryRoad team will complete a Security Plan deliverable in accordance with State's security requirements and regulations. The State will designate a State project team member that is knowledgeable of the State's security requirements and regulations to be available to support the CherryRoad efforts in completing this deliverable.

#	Final Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.3.15	Provide a Final System Design Document , including “to-be” business process flows, final business process fit-gap analysis and documentation, validated detailed functional and technical requirements, configuration settings, and requirements traceability matrix.	X		Yes	At the conclusion of the Final Analysis and Design stage, the CherryRoad team will deliver a Final System Design Document that will include “to-be” business process flows, a current requirements traceability matrix and inventory of CEMLI (Configurations, Enhancements, Modifications, Localizations, and Integrations) are to be included in the project phase.
2.3.16	Facilitate interviews, group workshops, etc. to obtain and gain consensus on design.	X		Yes	During the Final Analysis and Design stage, CherryRoad will facilitate work sessions with project team members and designated subject matter experts to gain consensus on the system design. This will not include building consensus across all statewide users as that is a function of organizational change management and, in the best case, will take the entirety of the project to achieve.
2.3.17	Define and document the system’s security features.	X		Yes	During the Final Analysis and Design stage, the CherryRoad team will provide documentation regarding the Oracle Cloud applications security features. This documentation will be consistent with the Oracle standard security documentation and will likely be similar to the documentation provided for implementation service requirement 2.2.20.
2.3.18	Provide and apply appropriate business process and organizational change management templates and guidance while ensuring processes are in place for communication.	X		Yes	During the Final Analysis and Design stage the CherryRoad Organizational Change Management resources will provide templates and guidance in supporting the business process and OCM project activities.

#	Final Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.3.19	Lead business process and organizational change management activities.		X	Yes	CherryRoad recognizes the State project team will lead the business process and organizational change management activities, while CherryRoad resources will support those activities.
2.3.20	Assess effectiveness of business process and organizational change management activities.	X		Yes	During the Final Analysis and Design stage the CherryRoad team will assess the effectiveness of business process and organizational change management activities. Any identified issues or risks will be escalated to the Project Management Office in accordance with the Project Management Plan deliverable (Implementation Services Requirement 2.1.7).
2.3.21	Provide a System Security Plan detailing the methodology and approach to the implementation of system security throughout the application.	X		Yes	At the conclusion to the Final Analysis and Design stage the CherryRoad team will deliver a System Security Plan deliverable.
2.3.22	Provide recommendations for ongoing business process and organizational change management activities.	X		Yes	During the Final Analysis and Design stage, the CherryRoad team will provide recommendations for ongoing business process and organizational change management activities.
2.3.23	Provide a Communication Plan detailing the approach to communicating to the entire organization the progress for the Project.	X		Yes	During the Final Analysis and Design stage, the CherryRoad team will develop a Communications Plan deliverable detailing the approach for communicating project status, updates, messages, etc., with the entire State organization. This goes above and beyond the Communication Plan that will be completed as part of implementation service requirement 2.1.10.

#	Final Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.3.26	Implement business process and organizational change management recommendations.		X	Yes	During the Final Analysis and Design stage, the State will be responsible for confirming the updated business processes and implementing the OCM recommendations before the project team transitions into the Configuration and Development stage of the project.
2.3.27	Provide a Business Intelligence Plan detailing the approach to meeting the State reporting requirements.	X		Yes	During the Final Analysis and Design Stage, the CherryRoad team will develop a Business Intelligence plan outlining the applications, tools, methods, etc. for achieving the State's reporting requirements.
2.3.28	Provide and document the System Landscape Architecture, Technical and Business Design Plan which includes hardware specifications (e.g. make, model, CPU, memory), server configuration, system diagrams, database design, SAN storage requirements, high availability design, and Disaster Recovery infrastructure and procedures, as it relates to current State IT Governance policies and standards.	X		Yes	During the Final Analysis and Design stage, the CherryRoad team will document the System Landscape Architecture, Technical and Business Design Plan deliverable. The deliverable will provide the specifications for the Oracle Cloud applications technical architecture but will be limited to the data points that are published by Oracle. For the State managed components of the architecture, CherryRoad will require the State to provide the hardware specifications, server configurations, system diagrams, database design, SAN storage specifications, etc., as needed for the purpose of completing the deliverable.

#	Final Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.3.29	Develop procedures for data replication and disaster recovery.	X		Yes	The Oracle Cloud applications are a SaaS solution, and the data replication and disaster recovery procedures are standardized across all Oracle customers. During the Final Analysis and Design stage, the CherryRoad team will provide the State with Oracle's published documentation regarding data replication and disaster recovery in the event the Oracle data centers experience a disaster recovery event.
2.3.30	Provide a Data Conversion Strategy , including identification of the methodology and tools for the conversion of State legacy database information.	X		Yes	During the Final Analysis and Design stage the CherryRoad technical team will complete the Data Conversion Strategy deliverable outlining the scope, approach, resources, and timing of data conversions for the Oracle Cloud Applications implementation.

#	Final Analysis and Design Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comments
2.3.31	Implement Knowledge Transfer Plan for the State Project Team throughout all Phases as well as to State support personnel in support of developing a Level 1 and Level 2 support team prior to deployment.	X		Yes	During the Final Analysis and Design stage, the CherryRoad team will deliver a Knowledge Transfer Plan for the designated State resource. CherryRoad team members will initiate implementation of the Knowledge Transfer Plan, however implementation of the plan must continue through the conclusion of the project. The effectiveness of the Knowledge Transfer Plan is equally dependent on the participation of State Project Team members and the State support personnel. If these positions are not filled or the resources in these positions do not participate in knowledge transfer in accordance with the Knowledge Transfer Plan deliverable, the Level 1 and Level 2 support team will not be adequately prepared to support the system prior to deployment.

2.4 Configuration and Development

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 4. Configuration and Development Roles and Responsibilities

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.4.1	Establish and document the Detailed Functional and Technical Specifications , including requirements documents, use cases, and logical, data flow diagrams, architecture documents and physical data models inclusive of forms, reports, interfaces, conversions, enhancements, and workflow (FRICEW).	X		Yes	CherryRoad will complete the requisite detailed functional and technical specifications for requirements, use cases and each individual CEMLI element (Configurations, Enhancements, Modifications, Localizations, and Integrations). The documentation to be completed for each element will be documented in the Project Management Plan deliverable (Implementation Services Requirement 2.1.7). Note that the terms FRICEW and RICEFW are replaced with CEMLI in Oracle Cloud terminology.
2.4.2	Perform all necessary technical design, configuration, testing, or scripting, of systems as required to provide and implement the functional and technical requirements.	X		Yes	CherryRoad will be responsible for all necessary technical design, configuration, and testing of the Oracle Cloud applications to implement the State’s design requirements as defined by the Final System Design Document completed during the Final Analysis and Design stage (Implementation Services Requirement 2.3.15)

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.4.3	Perform all necessary technical design, configuration, testing, or scripting, of temporary and permanent interfaces as required to provide and implement the functional and technical requirements.	X		Yes	CherryRoad will be responsible for all necessary technical design, configuration, and testing of temporary and permanent interfaces to implement the State's design requirements as defined by the Final System Design Document completed during the Final Analysis and Design stage (Implementation Services Requirement 2.3.15). The State will, however, will need to participate in integration testing by coordinating testing between the project team and departments and/or third-party system owners whose systems will interface with the Oracle Cloud system .
2.4.4	Develop and document custom reports (as required to provide and implement functional and technical requirements).	X		Yes	CherryRoad will be responsible for developing custom reports required to meet the State's functional and technical requirements as defined by the Final System Design Document completed during the Final Analysis and Design stage (Implementation Services Requirement 2.3.15)
2.4.5	Manage all configuration and interface development efforts using State-approved tools and methodologies adhering to defined standards and guidelines.	X		Yes	CherryRoad will manage all configuration and development efforts. By selecting the Oracle Cloud applications for the EFS, the State agrees that the native Oracle Cloud tools and capabilities will be the basis for any standards and guidelines established by the project team.
2.4.6	Provide configuration management tools.	X		Yes	The project team will use native Oracle Cloud configuration management tools for the EFS implementation.

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.4.7	Provide software development audit trail capabilities (e.g., developer ID, time).	X		Yes	The project team will use native Oracle Cloud audit trail capabilities for the EFS implementation. In addition, the CherryRoad team will provide documentation that track work products in accordance with the Project Management Plan deliverable (Implementation Services Requirement 2.1.7).
2.4.8	Coordinate and communicate with State partners, owners of external systems, and/or third-party service providers regarding interfaces.	X		Yes	CherryRoad will coordinate and communicate with State partners, owners of external systems, and/or third-party service providers regarding interfaces. In the event these stakeholders do not participate or complete their activities in a timely fashion, CherryRoad will escalate those issues to the State Project Management team and the State will intervene to ensure interface related tasks do not cause project delays.
2.4.9	Work with State partners, owners of external systems, and/or third-party service providers to collect information required to develop and document a detailed interface design and approach according to State standards.	X		Yes	CherryRoad will work with State partners, owners of external systems, and/or third-party service providers to collect information required to develop and document detailed interface design. The State will provide guidance to CherryRoad on the State standards for interface design. In the event these stakeholders do not participate in sharing information or complete their activities in a timely fashion, CherryRoad will escalate those issues to the State Project Management team and the State will intervene to ensure interface design related tasks do not cause project delays.

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.4.10	Conduct code reviews to ensure customized software and interfaces comply with coding standards to reduce defects.	X		Yes	CherryRoad will conduct code reviews of customized software and interfaces. Code reviews will be performed in accordance with the guidelines established by the Knowledge Transfer Plan deliverable.
2.4.11	Review and approve results of Offeror code reviews at the State's discretion.		X	Yes	The State will participate in the CherryRoad led code reviews of in accordance with the guidelines established by the Knowledge Transfer Plan deliverable.
2.4.12	Define and document configuration management policies and procedures consistent with industry best practices.	X		Yes	The CherryRoad team will define and document configuration management in the CEMLI Plan deliverable defining the approach for management of configurations, enhancements, modifications, localizations, and integrations.
2.4.13	Perform configuration management activities throughout the Project.	X		Yes	The CherryRoad team will perform configuration management activities throughout the project in accordance with the CEMLI Plan deliverable defining the approach for management of configurations, enhancements, modifications, localizations, and integrations.
2.4.14	Tag and maintain an inventory of hardware and maintain an inventory of software.	X		Yes	The Oracle Cloud applications are a SaaS solution and are not owned by the State or CherryRoad. CherryRoad will provide standard hardware and software information as it is made available by Oracle.
2.4.15	Label all hardware to correspond with appropriate diagrams and include description of function.	X		No	The Oracle Cloud applications are a SaaS solution and are not owned by the State or CherryRoad. CherryRoad will not be able to label Oracle owned hardware on behalf of the State.
2.4.16	Ensure software license compliance.	X		Yes	CherryRoad will ensure the State remains in compliance as Oracle Cloud application SaaS users.

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.4.17	Schedule releases (e.g. configuration changes).	X		Yes	CherryRoad will schedule all releases of CEMLI objects (Configurations, Enhancements, Modifications, Localizations, and Integrations). Where Oracle schedules a software release, CherryRoad will notify the State.
2.4.18	Manage documentation of changes to the underlying environment via use of library management version control and turnover management.	X		Yes	The Oracle Cloud applications are a SaaS solution. CherryRoad will provide the State with all documentation that is made available regarding changes to the underlying environment.
2.4.19	Review configuration management results.		X	Yes	CherryRoad will make available all configuration management results for the State's review.
2.4.20	Provide a Role-to-Position Mapping document to map the end-user roles to the positions within the organization.	X		Yes	During the Design and Configuration stage, CherryRoad will complete a Role-to-Position Mapping document. The document will be maintained throughout the remainder of the project and will be used for the final security configuration.
2.4.21	Provide a Data Conversion Plan , including identification of roles and responsibilities for Offeror and State staff, and policies and procedures to ensure controls are in place in accordance with State rules and regulations.	X		Yes	During the Design and Configuration stage, the CherryRoad team will provide a Data Conversion Plan. The State will provide resources to the effort that can provide information on the State rules and regulations for data conversion.
2.4.22	Specify Extract, Transform, and Load (ETL) tools for data conversion.	X		Yes	During the Design and Configuration stage, the CherryRoad team will specify the conversion tools that will be used for the data conversion effort in the Data Conversion Plan deliverable. As the State is responsible for completing the actual extracts.

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.4.23	Provide ETL tools.	X		Yes	CherryRoad will provide the native Oracle tools to support the data conversion effort. Those tools will be specified in the Data Conversion Plan deliverable. Because the State is taking responsibility for data extracts (Implementation Service Requirements 2.5.20 and 2.5.22), CherryRoad will look to the State to determine if CherryRoad provided ETL tools will be used or if the State will use alternate tools for its data extracts.
2.4.24	Install and configure ETL tools (EFS environments).	X		Yes	CherryRoad will ensure the native Oracle tools will be installed and configured in the Oracle Cloud application environments.
2.4.25	Assist with installation and configuration of ETL tools (legacy environments).	X		Yes	CherryRoad will assist the State to ensure any provided ETL tools can communicate with and function in the State's legacy environments.

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.4.26	Provide an Integration, Parallel, User Acceptance, Regression, Stress, and Security Test Plans that provides the detailed approach that shall be taken to fully test all components of the system including test control and approval processes, test participants, how testing will interface with the configuration management process, and test documentation expectations for the following test types: unit, integration, end-to-end, interface, user acceptance, data conversion, performance (including stress and volume), availability, disaster recovery (including failover), regression, and security.	X		Yes	During the Configuration and Development stage, the CherryRoad project management team will provide a Test Plan deliverable. The Test Plan will include the testing processes agreed to by the State and CherryRoad. The Test Plan will include the test variables for each cycle of testing including Integration and User Acceptance Testing. The test plan will also include the approach to completing unit, regression, data conversion, and security testing. Since the Oracle Cloud applications are a SaaS solution, the project team will rely on Oracle's internal periodic testing processes to address stress and volume testing. Parallel Testing is an HCM-related test and will not be included in the cycles of EFS testing.
2.4.27	Provide a Business Continuity Plan that describes the approach to perform disaster recovery activities and align with the Service-Level Agreements (SLAs) as mutually agreed upon by the State and the Offeror.	X		Yes	During the Design and Configuration stage, the CherryRoad team will provide a Business Continuity Plan that includes the standard Oracle practices for meeting the disaster recovery Service Level Agreements that are governed by the Oracle Cloud applications SaaS model contract terms.
2.4.29	Provide an End-User Training Plan .	X		Yes	During the Configuration and Development stage, the CherryRoad team will develop the End-User Training Plan deliverable.
2.4.30	Vendor must provide a-Data governance structure plan.	X		Yes	During the Configuration and Development stage, the CherryRoad team will develop a Data Governance Structure Plan. The roles, responsibilities, and expectations included in the Data Governance Plan will align with the available tools and practices for operating the Oracle Cloud applications.

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.4.31	Vendor must detail their plan/procedure for the handling of the disposal of records (electronic, paper) that contain PII data.	X		Yes	During the Configuration and Development stage, the CherryRoad team will develop a PII Data Handling Plan. The roles, responsibilities, and expectations included in the PII Data Handling Plan will align with the available tools and practices for operating the Oracle Cloud applications. The State will determine which State data elements are classified as PII.
2.4.32	Vendor must detail their plan/procedure for the handling of external requests for anything related to the State of Hawaii data	X		Yes	During the Configuration and Development Stage, the CherryRoad team will develop an External Request Plan. The roles, responsibilities, and expectations included in the External Request Plan will align with the available tools and practices for operating the Oracle Cloud applications. The State will identify the various sources where external requests will originate.
2.4.33	Vendor must provide their Data Protection, or Data Loss Prevention (DLP) plan	X		Yes	During the Design and Configuration stage, the CherryRoad team will provide a Data Protection Plan and Data Loss Prevention Plan that includes the standard Oracle practices for meeting the Data Protection and Data Loss Prevention Service Level Agreements that are governed by the Oracle Cloud applications SaaS model contract terms.

2.5 Testing and Training

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 5. Testing and Training Roles and Responsibilities

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.1	Provide automated testing tools and procedures for testing including integration, UAT, end to end, regression, performance, stress, etc.	X		Yes	During the Testing and Training stage, CherryRoad will provide test procedures and tools consistent with the testing approach defined by the Test Plan deliverable completed during the Configuration and Development stage (Implementation Services Requirement 2.4.26). Considering the Oracle Cloud applications are a SaaS solution, testing of the technical architecture including performance, volume, intrusion testing, etc., will be conducted by Oracle on a periodic basis and will not be the responsibility of the project team.
2.5.2	Document/create standards and procedures for the use of the tools that support all testing activities.	X		Yes	During the Testing and Training stage, CherryRoad will document standards and procedures for the use of tools that support all activities as defined by the Test Plan deliverable completed during the Configuration and Development stage (Implementation Services Requirement 2.4.26).
2.5.3	Install, configure, and implement the testing application software, hardware, data, desktops, etc.	X		Yes	CherryRoad will install, configure, and implement testing application software as defined by the Test Plan deliverable completed during the Configuration and Development stage (Implementation Services Requirement 2.4.26).

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.4	Create Test Scripts, Test Cases, and Test Data , and perform all appropriate testing (e.g., unit, integration, end-to-end, interface,—data conversion, performance (including stress and volume), regression, and security. Assist with user acceptance testing.	X		Yes	During the Testing and Training stage, the CherryRoad team will create the test scripts, use cases, and test data required to perform each cycle of Testing as defined by the Test Plan deliverable (Implementation Services Requirement 2.4.26). Considering the Oracle Cloud applications are a SaaS solution, testing of the technical architecture including performance, volume, intrusion testing, etc., will be conducted by Oracle on a periodic basis and it will not be the responsibility of the project team to create test scripts, test cases, and test data for that testing.
2.5.5	Assist with testing (integration and end-to-end). Provide guidance and input to Test Scripts, Test Cases, and Test Data . Perform user acceptance testing.		X	Yes	The State project team members and subject matter experts will need to participate in testing in order to gain the knowledge of the software required to support the system after implementation. State participation in testing will be a component of the Knowledge Transfer Plan (Implementation Services Requirement 2.3.31).
2.5.6	Test the capability of failover to secondary DR site.	X		Yes	Considering the Oracle Cloud applications are a SaaS solution, testing of the technical architecture, including failover to a secondary DR site, will be conducted by Oracle in accordance with the Oracle Cloud applications SaaS Service Level Agreements, and will not be the responsibility of the project team. During the Testing and Training stage, CherryRoad will provide information on the most recent Oracle DR testing.

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.7	Test the capability to move back to primary data center after deployment on secondary DR data center.	X		Yes	Considering the Oracle Cloud applications are a SaaS solution, testing of the technical architecture including moving back to the primary data center after deployment on secondary DR data center will be conducted by Oracle in accordance with the Oracle Cloud applications SaaS Service Level Agreements, and will not be the responsibility of the project team. During the Testing and Training stage CherryRoad will provide information on the most recent Oracle testing.
2.5.8	Provide the Configured Hardware Environments (testing) to test and/or demonstrate the functionality has been satisfied.	X		Yes	The CherryRoad team will configure the test environment for the purpose of conducting the test cycles in accordance with the Test Plan deliverable developed in the Configuration and Development stage (Implementation Services Requirement 2.4.26)
2.5.9	Provide Configured Hardware Environments (testing) Documentation, including specification of hardware, network, storage, utilities, licensees, and other required infrastructure.	X		Yes	Maintenance of the Configured Hardware Environments Documentation, as it relates to the technical architecture components, is the responsibility of Oracle. CherryRoad will provide the documentation made available by Oracle to the State.
2.5.10	Provide and document test results in a Documented Successful Testing Results deliverable.	X		Yes	CherryRoad will document test results for each test cycle in a manner that is consistent with the Test Plan deliverable (Implementation Services Requirement 2.4.26).
2.5.11	Validate the system for compliance with the Security Plan.	X		Yes	CherryRoad team members will validate system access is consistent with the approach defined by the System Security Plan deliverable during the Final Analysis and Design stage (Implementation Services Requirements 2.3.21).

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.12	Manage the State functional, integration, user acceptance, and regression test environments and associated test data including creation and maintenance during the testing period.	X		Yes	The CherryRoad team will be responsible for managing the test data in the test environments in a manner that is consistent with the Test Plan deliverable completed during the Configuration and Development stage (Implementation Services Requirement 2.4.26).
2.5.13	Review testing results for compliance with policies, procedures, plans, and test criteria and metrics (e.g. defect rates, progress against schedule).		X	Yes	The State project team members will be responsible for confirming test results comply with State's policies, procedures, plans, and test criteria metrics.
2.5.14	Coordinate the scheduling of user acceptance testing (e.g. gain user involvement, establish and define acceptance criteria, set high-level test objectives, establish high-level test scenarios).		X	Yes	The State project team members will be responsible for coordinating user acceptance testing.
2.5.15	Facilitate and support user acceptance test as prescribed by the State, including: establishing adequate test environment based on user acceptance criteria; preparing data to support test scenarios within modified system as well as managing the relationship with all interfaced systems necessary to conduct test; troubleshooting; supporting users to progress through scenarios; simulating interfaces or working with integrated systems to conduct end-to-end tests; supporting batch processing; exercising functionality; converting production data, and reporting results.	X		Yes	The CherryRoad team will support user acceptance testing in accordance with Implementation Services Requirement 2.5.15.
2.5.16	Conduct user acceptance testing.		X	Yes	The State project team members will be responsible for conducting user acceptance testing in accordance with the Test Plan deliverable (Implementation Services Requirements 2.4.26).

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.17	Use a Defect Tracking System (provided by the Offeror) for purposes of allowing the State to initiate, track, and report all testing defects (e.g. integration, end to end, and user acceptance testing).	X		Yes	CherryRoad will provide an issues management system for tracking testing defects. The procedures for using the issues management system will be defined by the Project Management Plan deliverable (Implementation Services Requirement 2.1.7), and, if necessary, further refined by the Test Plan deliverable (Implementation Services Requirement 2.4.26).
2.5.18	Notify Offeror in the event the State notices a discrepancy between the State's requirements and the requirements document or other Offeror Deliverables.		X	Yes	The State is responsible for the accuracy of the requirements in this RFP and for validating the implementation deliverables address the State's requirements. Any changes to requirements after the initiation of the project will be subject to the scope change control process outlined in the Project Management Plan deliverable (Implementation Services Requirement 2.1.7).
2.5.19	Correct defects found as a result of testing efforts.	X		Yes	CherryRoad will correct defects in Configuration, Enhancements, and Integrations developed and implemented by the project team. Where there are defects attributed to the delivered Oracle Cloud Applications SaaS software, CherryRoad will escalate the issue to Oracle who will be responsible for correcting the defects.
2.5.20	Create data conversion extracts from legacy/existing data files in a format specified by the Data Conversion Plan.		X	Yes	The State will be responsible for creating data conversion extracts in accordance with the data extract approach outlined in the Data Conversion Plan deliverable (Implementation Services Requirement 2.4.21), and for the data extracts to meet the requirements defined by the corresponding data conversion CEMLI technical specification.

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.21	Provide coding of automated data conversion extracts from legacy/existing data files, using techniques that are consistent with the development standards.	X		Yes	The CherryRoad team will be responsible for the transformation and loading of data conversion extracts into the Oracle Cloud applications. CherryRoad will perform the work in a manner consistent with the Data Conversion Plan deliverable (Implementation Services Requirement 2.4.21)
2.5.22	Extract legacy data for purposes of transformation and loading into new application files structures.		X	Yes	The State will be responsible for creating data conversion extracts in accordance with the data extract approach outlined in the Data Conversion Plan deliverable (Implementation Services Requirement 2.4.21), and for the data extracts to meet the requirements defined by the corresponding data conversion CEMLI technical specification.
2.5.23	Transform and load cleansed legacy data.	X		Yes	The CherryRoad team will be responsible to the transformation and loading of data conversion extracts into the Oracle Cloud applications. CherryRoad will perform the work in a manner consistent with the Data Conversion Plan deliverable (Implementation Services Requirement 2.4.21). The State is responsible for the cleansing of the legacy data.
2.5.24	Review the data and the data cleansing metrics as delineated in Data Conversion Plan, for data currently residing in State databases.		X	Yes	The State will be responsible for reviewing the data and data cleansing metrics for data that resides in the State's legacy databases. The State will follow the approach defined by the Data Conversion Plan deliverable (Implementation Services Requirement 2.4.21).

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.25	Perform data cleansing (cleansing of data that cannot be cleansed automatically).		X	Yes	The State will be responsible for performance data cleansing for all for data that resides in the State's legacy databases, which the State hopes to convert to the Oracle Cloud applications. The State will follow the approach defined by the Data Conversion Plan deliverable (Implementation Services Requirement 2.4.21). For automated data cleansing, the State must provide the logic required to automatically cleanse the data. CherryRoad will convert that logic into code and will then transform the data prior to loading the data into the Oracle Cloud applications.
2.5.26	Coordinate and execute manual data loads if required.	X		Yes	CherryRoad will coordinate and execute manual data loads if required. The State will be responsible for identifying manual data load requirements and for providing CherryRoad the data to be manually converted.
2.5.27	Provide converted legacy data for transactional testing during integration, end to end, user acceptance, etc. test events.	X		Yes	CherryRoad will convert legacy data for transactional testing as defined by the Test Plan deliverable (Implementation Services Requirement 2.4.26)
2.5.28	Perform Data Conversion from existing system(s) to the new system, by electronic or manual methods and track data conversion status and notifications.	X		Yes	CherryRoad will perform data conversion in accordance with the Data Conversion Plan deliverable (Implementation Services Requirement 2.4.21). The State will be responsible for data conversion extracts and CherryRoad will be responsible for the transformation and load of those data extracts. For each conversion, both CherryRoad and the State will meet the conversion requirements as defined by the corresponding data conversion CEMLI technical specification.

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.29	Provide tool for obfuscation of data (subject to approval by the State).	X		Yes	CherryRoad will leverage Oracle Cloud application tools for the obfuscation of data as required by the State.
2.5.30	Provide tool for automated comparison of payroll and financial accounting calculation results between legacy and new system (subject to approval by the State).	X		Yes	CherryRoad will provide a tool for the comparison of financial data in the payroll and financial account systems.
2.5.31	Provide knowledge transfer materials including dialogue scripts, for Level 1 support for the system.	X		Yes	CherryRoad will provide knowledge transfer materials in accordance with the Knowledge Transfer Plan deliverable (Implementation Services Requirement 2.3.31). If the State wishes to include dialogue scripts for Level 1 support CherryRoad will need the State to identify those business processes that will require scripts.
2.5.32	Provide Training Curriculum Document , including the course outlines and schedules for end-user training.	X		Yes	In the Testing and Training stage of the project, CherryRoad will complete the Training Curriculum Document deliverable.
2.5.33	Provide Enhanced Training Materials .	X		Yes	In the Testing and Training stage of the project, CherryRoad will deliver SCORM compliant Enhanced Training Materials using the CherryRoad Learning Management System, Learn Upon.
2.5.34	Provide Final Training Materials , including end-user documentation, standard templates and online training, to support end-user training.	X		Yes	In the Testing and Training stage, CherryRoad will provide Final Training Materials that will remain available to the State via the Learn Upon LMS through the end of the warranty period. At the end of the Warranty period the State can transfer those materials to the State's document repository.

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.35	Tailor the standard training templates to incorporate State-specific business processes.	X		Yes	In the Testing and Training stage of the project, CherryRoad will deliver SCORM compliant Enhanced Training Materials using the CherryRoad Learning Management System, Learn Upon. CherryRoad will tailor the standard training templates by incorporating State-specific business processes into the training materials.
2.5.36	Conduct Enhanced Training for the system.	X		Yes	In the Testing and Training stage of the project, CherryRoad will conduct Enhanced Training in accordance with the End User Training Plan deliverable (Implementation Services Requirement 2.4.29) and Training Curriculum Document deliverable (Implementation Services Requirement 2.5.32). End user training will include instructor led as well as online training options as agreed upon by the State and CherryRoad.
2.5.37	Participate in Enhanced Training for the system.		X	Yes	State project team members will participate in instructor led training classes to provide subject matter expertise to class attendees and to assist the CherryRoad instructors to answer questions that are raised during the training sessions.
2.5.38	Conduct End-User Training for the system.	X		Yes	In the Testing and Training stage of the project, CherryRoad will conduct Enhanced Training in accordance with the End User Training Plan deliverable (Implementation Services Requirement 2.4.29) and Training Curriculum Document deliverable (Implementation Services Requirement 2.5.32). End user training will include instructor led as well as online training options as agreed upon by the State and CherryRoad.

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.39	Support end-user training for the system		X	Yes	State project team members will support end user training, reviewing training content, providing subject matter expertise to class attendees, and assist CherryRoad instructors to answer questions that are raised during the training sessions.
2.5.40	Participate in end-user training for the system.		X	Yes	State project team members will participate in instructor led training classes to provide subject matter expertise to class attendees and assist CherryRoad instructors to answer questions that are raised during the training sessions.
2.5.41	Provide the Configured Environments (Training) to support training as defined in End-User Training Plan.	X		Yes	CherryRoad will ensure the training environment is configured in accordance with the End User Training Plan deliverable (Implementation Services Requirement 2.4.29) to support the training classes as defined by the Training Curriculum Document (Implementation Services Requirement 2.5.32).
2.4.42	Provide Configured Environments (Training) Documentation, including specification of hardware, network, storage, utilities, licenses, and other required infrastructure.	X		Yes	Maintenance of the Configured Hardware Environments Documentation, as it relates to the technical architecture components, is the responsibility of Oracle. CherryRoad will provide the documentation made available by Oracle to the State.
2.5.43	Create and maintain the State training data as required by the State.	X		Yes	CherryRoad will create and maintain State training data in accordance with the End User Training Plan deliverables (Implementation Services Requirement 2.4.29) and will make that training data available according to the Training Curriculum Document deliverable (Implementation Services Requirement 2.5.32).

#	Testing and Training Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.5.44	Provide detailed Technical Documentation including the technical and architectural documents, diagrams, and specifications.	X		Yes	CherryRoad will provide Technical Document for those CEMLI items – Configurations, Enhancements, Modifications, Localizations, and Integrations – which CherryRoad is responsible for. For items that Oracle is responsible for, CherryRoad will provide the State any corresponding Oracle documentation.
2.5.45	Survey end-users following End-User Training for End-User training effectiveness reports.		X	Yes	The State will be responsible for conducting any post training surveys of State training attendees and for gathering the data.
2.5.47	Provide the End-User Survey and develop End-User Training Effectiveness Reports.	X		Yes	CherryRoad will develop the post training end user surveys in the CherryRoad Learning Management System and will provide reporting capabilities to deliver end-user training effectiveness reports using the CherryRoad Learning Management System.

2.6 Deployment and Go-Live Support

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 6. Deployment and Go-Live Support Roles and Responsibilities

#	Deployment and Go-Live Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.6.1	Provide initial and Final Detailed Deployment Plan .	X		Yes	During the Deployment and Go-Live Support stage, CherryRoad will provide a Final Detailed Deployment Plan deliverable that lists each of the tasks to be executed to migrate the State to the production Oracle Cloud system.
2.6.2	Provide the Configured Environments (production and disaster recovery).	X		Yes	CherryRoad will ensure the final configuration is migrated to the production environment. As a SaaS solution, Oracle will be responsible for the actual production and disaster recovery environments.
2.6.3	Provide Configured Environments (production and disaster recovery) Documentation, including specification of hardware, network, storage, utilities, licensees, and other required infrastructure.	X		Yes	Maintenance of the Configured Environments Documentation, as it relates to the technical architecture components, is the responsibility of Oracle. CherryRoad will provide the documentation made available by Oracle to the State.
2.6.4	Provide Go/No-go Documentation , including the Production Cutover Plan and the Go-Live Checklist).	X		Yes	CherryRoad will leverage the production cutover plan in the Final Detailed Deployment Plan deliverable (Implementation Services Requirement 2.6.1) to develop Go/No-Go Documentation during the Deployment and Go-Live Support stage.

#	Deployment and Go-Live Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.6.5	Conduct Go/No-go Meeting .	X		Yes	Prior to completing the production cutover, CherryRoad will conduct a Go/No-Go Meeting, using the Go/No-Go Documentation (Implementation Services Requirement 2.6.4) to present the status of the system and the project's readiness for going live.
2.6.6	Perform deployment and support activities with parties as directed by the State Project Manager.	X		Yes	During the Deployment and Go-Live Support stage, CherryRoad will perform deployment and support activities in accordance with the Final Detailed Deployment Plan deliverable (Implementation Services Requirement 2.6.1).
2.6.7	Provide System and User Documentation , including functional, technical and architectural specifications, operational documentation (e.g. batch schedule, runtime procedures).	X		Yes	During the Deployment and Go-Live Support stage, CherryRoad will deliver system and user documentation as defined by the Knowledge Transfer Plan deliverable (Implementation Services Requirement 2.3.31).
2.6.8	Provide a Production Support Plan to cover the Post Go-Live Support prior to Warranty, the Warranty Period, and the M&O Support period. The plan should include the proposed organizational structure, roles and responsibilities and estimated level of effort for the Offeror and the State.	X		Yes	Prior to the Deployment and Go-Live Support stage the State and CherryRoad will engage in discussions to plan for the Post Go-Live Support period, Warranty period, and M&O Support period. These planning sessions will culminate in the Production Support Plan deliverable to be documented and delivered during the Deployment and Go-Live stage of the project.
2.6.9	Assist with a Decommissioning and Archiving Plan for legacy data and systems.	X		Yes	CherryRoad Project Management team members will assist the State in developing a plan for the decommissioning and archiving legacy data and systems. The State will be responsible for the completion of the deliverable.

#	Deployment and Go-Live Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.6.10	Provide recommended operations and administration procedures related to the deployment.	X		Yes	Operations and administration procedures that are related to the deployment will be included as line items in the Final Detailed Deployment Plan deliverable (Implementation Services Requirement 2.6.1). CherryRoad will ensure those tasks are incorporated in the plan and assigned to the appropriate resources.
2.6.11	Approve production deployment go/no-go decisions.		X	Yes	CherryRoad will provide the Go/No-Go Documentation (Implementation Services Requirement 2.6.4) and conduct the Go/No-Go Meeting (Implementation Services Requirement 2.6.5). The State will then make the final determination if the project team is to complete the deployment by executing the remaining cutover tasks in the Final Detailed Deployment Plan (Implementation Services Requirement 2.6.1).
2.6.12	Deploy application into production.	X		Yes	Through the execution of the assigned tasks listed in the Final Detailed Deployment Plan deliverable (Implementation Services Requirement 2.6.1), CherryRoad will deploy the Oracle Cloud applications into production.
2.6.13	Track deployment status and notification.	X		Yes	The CherryRoad Project Manager will track the deployment status and will notify designated stakeholders of the project team's progress in completing the tasks listed in the Final Detailed Deployment Plan deliverable (Implementation Services Requirement 2.6.1).

#	Deployment and Go-Live Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.6.14	Escalate and resolve issues with Offeror post-production support team.		X	Yes	Immediately following Go-Live, State project team members and support staff will be assigned responsibilities for issue resolution. These State team members will collaborate with CherryRoad in the resolution of issues.
2.6.15	Provide 12 weeks of post go-live deployment support prior to final acceptance.	X		Yes	In our proposal, CherryRoad has provided a staffing plan for the 12 weeks of post Go-Live deployment support. CherryRoad staff levels for that support period will be consistent with the staffing plan in this proposal.
2.6.16	Provide Successful Deployment Documented deliverable.	X		Yes	Upon the successful completion of deployment activities, the CherryRoad Project Manager will submit a Successful Deployment Documented deliverable that records the actual results of the deployment activities. The document will be structured similarly to the Final Detailed Deployment Plan deliverable (Implementation Services Requirement 2.6.1)
2.6.17	Provide the configuration and customization documentation and readable source code and object (executable) code for the system in the configuration management system.	X		Yes	CherryRoad will provide the CEMLI documentation – Configurations, Enhancements, Modifications, Localizations, and Integrations – for those CEMLI items that CherryRoad updated and managed throughout the implementation. Changes to the system completed by Oracle will be provided to the State via the documentation that Oracle makes available its customers.

#	Deployment and Go-Live Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.6.18	Perform Phase Closeout including system tuning activities, assessment of knowledge transfer tasks, transfer Project artifacts to Project repository, lessons learned document, update design documents, and transition support to the State as appropriate.	X		Yes	The CherryRoad Project Manager will perform a Phase Closeout. The Phase Closeout will include an updated Requirements Traceability Matrix and confirmation that there are no remaining deliverables to be completed prior to the close of the project phase.
2.6.19	Develop help desk scripts (level 1 and 2 help desk).	X		Yes	CherryRoad will develop help desk scripts consistent with the strategies and agreements outlined in the Knowledge Transfer Plan deliverable (Implementation Services Requirement 2.3.31)
2.6.20	Maintain help desk scripts.		X	Yes	After delivery of the initial help desk scripts, the State will be responsible for maintaining those scripts.
2.6.21	Provide Level 1 Help Desk—simple (with coordination of user support activities including “how to” support) and user account and password administration.		X	Yes	After Go-Live, the State support staff will provide Level 1 Help Desk support through the completion of the Deployment and Go-Live Support stage
2.6.22	Provide Level 2 Help Desk	X		Yes	After Go-Live, CherryRoad project team members will provide Level 2 Help Desk support through the completion of the Deployment and Go-Live Support stage.
2.6.23	Provide Level 3 Help Desk for the system-related incidents and problems.	X		Yes	After Go-Live, CherryRoad project team members will provide Level 3 Help Desk support through the completion of the Deployment and Go-Live Support stage.
2.6.24	Assist the State in the development of support organization.	X		Yes	CherryRoad will assist the State in the development of its support organization to be consistent with the Production Support Plan deliverable (Implementation Services Requirement 2.6.8).

#	Deployment and Go-Live Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.6.25	Provide support organization to advise and assist business end-users and staff in the use of systems and State specific policies.		X	Yes	The State will develop a support organization consistent with the Production Support Plan deliverable (Implementation Services Requirement 2.6.8).
2.6.26	Respond to escalated trouble ticket items in accordance with established procedures.	X		Yes	After Go-Live, CherryRoad project team members will provide Level 2 and Level 3 Help Desk support through the completion of the Deployment and Go-Live Support stage.
2.6.27	Establish priority of trouble ticket items / service requests.		X	Yes	The State will be responsible for establishing the priority of trouble tickets and service requests.
2.6.28	Maintain "end state" system architecture documentation.	X		Yes	As the Oracle Cloud applications are a SaaS solution, maintenance of the system architecture documentation is the responsibility of Oracle. During the Deployment and Go-Live Support stage, CherryRoad will ensure the State has access to the latest Oracle documentation.
2.6.29	Provide maintenance and repair policies and procedures.	X		Yes	CherryRoad will provide system and user documentation as defined by the Knowledge Transfer Plan (Implementation Services Requirement 2.3.31) and the Production Support Plan (Implementation Services Requirement 2.6.8).
2.6.30	Provide technical and functional support to the State IT staff and other groups as directed by the State.	X		Yes	For the Deployment and Go-Live Support stage CherryRoad staff that is assigned to provide support to the State will do so as directed by the State.
2.6.31	Provide Organizational Change Management Effectiveness Assessment Report.	X		Yes	During the Deployment and Go-Live Support stage, CherryRoad Organizational Change Management resources will complete the Organizational Change Management Effectiveness Assessment report.

#	Deployment and Go-Live Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.6.32	Perform diagnostics on software and services.	X		Yes	CherryRoad will leverage available Oracle Cloud tools to analyze software performance. CherryRoad will report on these diagnostics during the Deployment and Go-Live stage.
2.6.33	Provide Final Acceptance Documented deliverable that includes a checklist of all Project closeout activities and validates that support has been provided for the duration of the Minimum Support Period (see below).	X		Yes	At the conclusion of the Deployment and Go-Live Support stage, CherryRoad will provide a Final Acceptance Documented deliverable that demonstrates all open items for the project have been completed and CherryRoad has met its post Go-Live support obligations.

Final Acceptance

Go-Live and Support will occur for a specified period of time, as detailed in the tables below and prior to Final Acceptance. The purpose is to stabilize the system after each Phase and minimize the impact of any early system issues. The Offeror Go-Live Support team will closely monitor the newly deployed system and user activity; assign appropriate resources to resolve issues; rapidly detect and escalate issues as required; and quickly resolve and communicate resolution. Four levels of priority will be assigned to issues identified during the Go-Live Support period: Critical, High, Medium and Low (see “Appendix F, Service Level Agreement Requirements,” Priority Definitions). The Offeror is responsible for application availability and usability, including reports, interfaces and development. Prior to the end of the Go-Live Support period for each implementation Project and wave, the Offeror and the State will jointly assess the status of the implementation and review the status of outstanding issues and adherence to SLAs. The purpose of the assessment will be to provide written verification in the Final Acceptance Documented Deliverable that the EFS System operates as expected after each Project and wave implementation. Final Acceptance will be granted at the end of the Go-Live Support period and when 100% of the Critical and High issues have been resolved.

2.7 Warranty Services

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 7. Warranty Roles and Responsibilities

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.7.1	Provide processes and procedures for tracking and reporting the status of all warranty services.	X		Yes	CherryRoad will establish processes for tracking and report the status of warranty related services to be implemented during the Configuration and Deployment stage.
2.7.2	Perform system fixes for problems that the Offeror was responsible for providing.	X		Yes	During the Warranty period, CherryRoad will perform system fixes for CEMLI items – Configurations, Enhancements, Modifications, Localizations, and Integrations that CherryRoad was responsible for implementing. Changes to existing requirements or the addition of new requirements that do not function properly in the system would not qualify as warranty items.
2.7.3	Perform data fixes for errors that the Offeror was responsible for, including but not limited to improperly converted files or tables.	X		Yes	During the Warranty period, CherryRoad will perform data fixes for CEMLI items – Configurations, Enhancements, Modifications, Localizations, and Integrations including conversions that CherryRoad was responsible for. Changes to existing requirements or the addition of new requirements that cause data issues would not qualify as warranty items.
2.7.4	Test the system to ensure that no regression errors are introduced.	X		Yes	Where CherryRoad does apply a warranty fix, it will perform the appropriate level of regression testing prior to the warranty fix being migrated into the production environment.

#	Configuration and Development Support Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.7.5	Approve all warranty service fixes with formal sign-off.		X	Yes	Prior to any warranty fix being migrated into the production environment, the State will be responsible for reviewing the fix and approving its migration into the production environment.
2.7.6	Update all documentation and related files/Deliverables associated with Warranty Services.	X		Yes	Following a warranty fix being migrated into production, CherryRoad will update the affected documentation.

Warranty Services are the activities associated with repairing defects that are discovered within the Warranty Period of twelve (12) months of a system component or enhancement being accepted by the State in the production environment. Warranty Services include the applicable life cycle support activities necessary to repair errors/defects to enable programs and enhancements to perform in accordance with the documented specifications and documented operational functionality.

The Offeror shall repair the configuration and customized code provided by Offeror during the Warranty Period, at no charge to the State provided that:

- I. The problem encountered occurs within twelve (12) months of the acceptance of such provided component.
- II. The root cause analysis indicates the problem is in the system not meeting requirements where the Offeror has responsibility (e.g., a problem caused by configured or customized COTS software or hardware component not meeting requirements, a defect in the configuration or code created by the Offeror, a problem with the system not meeting SLAs).

Full correction of the system defect is to be completed by the Offeror unless otherwise approved by the State, and the corrected code shall be appropriately tested to verify that no regression errors are introduced.

The Offeror shall warrant against “version locking” due to customization of the system.

Services include updating all appropriate documentation. The Offeror shall provide monthly reports showing the amount of warranty work (i.e., number of defects and hours to correct).

It is the State’s policy to try to resolve all Warranty work controversies by mutual agreement without litigation. In appropriate circumstances, informal discussions between the State and the Offeror can aid in the resolution of differences by mutual agreement and are encouraged. If such informal discussions do not resolve the controversy, individuals who have not participated substantially in the matter in controversy may be brought in to conduct discussions if this is feasible.

3.0 Minimum List of Deliverables

The following Table 8 provides a listing of key proposed Deliverables that must be provided at a minimum. The Deliverables in the list below include the formal Deliverables that are required in the Payment Schedule on Tab 7, Payment Schedule – Implementation Services in “Appendix M, Cost Workbook.” However, there may be other work products that are part of the Project artifacts that are required for Project delivery but that are not formally tied to individual payments. Strategy Deliverables are considered Contract-wide Deliverables and should cover the entire State EFS Project while Plans will be delivered multiple times throughout each Project Phase. Strategy Deliverables should be reviewed and updated during the development of Plan Deliverables. Deliverables may be leveraged from one Project Phase to another by reviewing and updating, as applicable.

The Offeror shall add to the list provided below in alignment with its proposed methodology and work plan:

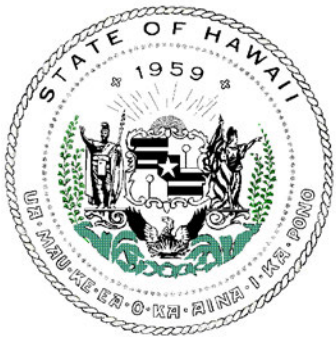
Table 8. Proposed Implementation Services Deliverables

Name of Deliverable	Deliverable Group
Project Schedule	Project Planning
Project Team Training Plan	Project Planning
Project Team Training	Project Planning
Communication Strategy	Project Planning
Configured Environments (sandbox and development)	Project Planning
Project Charter	Project Planning
Project Management Plan	Project Planning
Business Process Organizational Change Management Strategy	Project Planning
Initial System Design Document	Initial Analysis and Design
Requirements Traceability Matrix	Initial Analysis and Design
Technical Architecture Strategy	Initial Analysis and Design
EFS Implementation Strategy	Initial Analysis and Design
Business Process Re-engineering Plan	Initial Analysis and Design

Name of Deliverable	Deliverable Group
Knowledge Transfer Strategy	Initial Analysis and Design
Business Process Organizational Change Management Plan	Initial Analysis and Design
System Landscape, Technical and Business Design Strategy	Initial Analysis and Design
Organizational Readiness Assessment	Initial Analysis and Design
End-User Training Strategy	Initial Analysis and Design
System Security Strategy	Initial Analysis and Design
Project Status Reports (including deliverable status reports, issues, risks, plan vs. actual status, etc.)	All Phases
Time & Attendance Data Collection Discovery	Initial Analysis and Design
Data Conversion Strategy	Final Analysis and Design
Final System Design Document	Final Analysis and Design
Knowledge Transfer Plans	Final Analysis and Design
Business Intelligence Plan	Final Analysis and Design
Communication Plan	Final Analysis and Design
Business Continuity Strategy	Final Analysis and Design
Detailed Functional and Technical Specifications, including requirements documents, use cases, and logical, data flow diagrams, architecture documents and physical data models inclusive of forms, reports, interfaces, conversions, enhancements, and workflow (FRICEW)	Configuration and Development
Test Plans: Integration, Parallel, User Acceptance, Regression, Stress, Security, and End-to-End	Configuration and Development
Test Scripts, Test Cases and Test Data	Configuration and Development
Data Conversion Plan	Configuration and Development

Name of Deliverable	Deliverable Group
Data Governance Structure Plan	Configuration and Development
Organizational Readiness Assessment	Configuration and Development
System Security Plan	Configuration and Development
Data Loss Prevention Plan	Configuration and Development
PII Data Handling Plan	Configuration and Development
External Requests Plan	Configuration and Development
Data Loss Prevention Plan	Configuration and Development
Role to Position Mapping	Configuration and Development
Business Continuity Plan	Configuration and Development
End-User Training Plan	Testing and Training
Training Curriculum Document	Testing and Training
Documented Successful Testing Results	Testing and Training
Enhanced Training Materials	Testing and Training
Final Training Materials	Testing and Training
Technical, System, and User Documentation (including technical and architectural specifications, etc.)	Testing and Training
End-User Training	Testing and Training
System and User Documentation	Deployment and Go-Live Support
Production Support Plan	Deployment and Go-Live Support
Go/No-go Meeting and Go/No-go Documentation	Deployment and Go-Live Support
Final Detailed Deployment Plan	Deployment and Go-Live Support
Organizational Change Management Effectiveness Assessment	Deployment and Go-Live Support

Name of Deliverable	Deliverable Group
Phase Closeout (to include System Tuning, Knowledge Transfer Assessment, Project Artifacts in Repository, Lessons Learned, Update Blueprint, Impact Assessment, and Transition Support to COE and Shared Services, M&O Services Staff	Deployment and Go-Live Support
Successful Deployment Document (Final Migrated Data)	Deployment and Go-Live Support
Support Phase	Deployment and Go-Live Support



**Appendix E – Ongoing Services Requirements
RFP-ERP-2020**

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1.0 Overview of Document

This document defines the roles and responsibilities of the State of Hawaii (State) and the Offeror for Ongoing Services:

- Ongoing Services:
 - Hosting Services
 - ☒ Maintenance and Operations (M&O) Services
 - Business Process Outsourcing (BPO) Services
 - Project Team Facilities

2.0 Ongoing Services

The purpose of the Ongoing Services section is to describe the tasks and Deliverables the Offeror shall provide to the State throughout the duration of the Contract and to define the expected roles and responsibilities of the State and the Offeror. The following areas are included in the Ongoing Services:

- Hosting Services or SaaS Services, as applicable
- M&O Services
- BPO Services
- Project Team Facilities

As noted in the RFP, each subsection below outlines the high-level roles and responsibilities of both the State and the Offeror. The State would like the Offeror to assume full management responsibility for the required Offeror and subcontractor personnel and associated services.

2.1 Hosting (For SaaS and Offeror-Hosted Options)

Hosting Services Requirements are applicable to SaaS and Offeror-Hosted options and include the services and activities required to provide and support centralized sandbox, development, testing, training, production, and disaster recovery (DR) environments for the State's EFS. The hosted environment includes, but is not limited to, datacenter backbone network, servers, disk storage, tape storage, monitoring tools, security tools, and systems software that support centralized EFS business applications and databases. Track server utilization so that increases and decreases in utilization are noted and appropriate remedial actions are taken, if necessary.

2.1.1 Hosting Services

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 1. Hosting Services - Roles and Responsibilities

#	Hosting Services - Roles and Responsibilities	Offeror	State	Proposed Hosting Option (SaaS, Offeror-Hosted)	Offeror Response (Y/N)	Offeror Comment
2.1.1.1	Provide a primary Tier III (or higher) data center for hosting of the EFS.	X	X	SaaS	Yes	
2.1.1.2	Provide a secondary Tier III (or higher) alternate data center for production and DR purposes.	X	X	SaaS	Yes	
2.1.1.3	Provide appropriate onsite contact personnel who have authorized access to rooms and racks for equipment for scheduled installation time, in accordance with security procedures.	X	X	SaaS	Yes	
2.1.1.4	Provide and install all necessary power distribution boxes, conduits, grounding, surge, equipment racks, and lightning protection and associated hardware.	X	X	SaaS	Yes	
2.1.1.5	Provide necessary building alterations to meet wiring and any other site requirements.	X	X	SaaS	Yes	
2.1.1.6	Ensure that the environmental conditions for chosen equipment meet the manufacturer’s requirements.	X	X	SaaS	Yes	
2.1.1.7	Provide Infrastructure as a Service (IaaS) capabilities including:					

#	Hosting Services - Roles and Responsibilities	Offeror	State	Proposed Hosting Option (SaaS, Offeror-Hosted)	Offeror Response (Y/N)	Offeror Comment
2.1.1.8	■ Providing virtualized server environments.	X		SaaS	Yes	
2.1.1.9	■ Provisioning of servers and operating systems.	X		SaaS	Yes	
2.1.1.10	■ Provisioning of storage on demand.	X		SaaS	Yes	
2.1.1.11	■ Provisioning of server, network and storage with no single point of failure.	X		SaaS	Yes	
2.1.1.12	■ Pre configured access to Internet Service Provider (ISP) and State Wide Area Network (WAN) demarcation points.	X		SaaS	No	Oracle does not configure any network connections between the State's ISP and the State WAN.
2.1.1.13	■ Capability to replicate (in real or near real time) data to the alternate datacenter (see SLAs in "Appendix F, Service Level Agreement Requirements").	X		SaaS	Yes	
2.1.1.14	■ The capability to recover the application and data at the remote DR data center with minimal manual involvement.	X		SaaS	Yes	
2.1.1.15	■ The capability to migrate an application for the DR data center back to the primary data center with minimal manual involvement.	X		SaaS	Yes	
2.1.1.16	Provide data center security and privacy to meet the State security requirements.	X		SaaS	Yes	
2.1.1.17	Provide firewall administration.	X		SaaS	Yes	Oracle provides firewall administration for the Oracle network at the Oracle hosting facility

#	Hosting Services - Roles and Responsibilities	Offeror	State	Proposed Hosting Option (SaaS, Offeror-Hosted)	Offeror Response (Y/N)	Offeror Comment
2.1.1.18	Provide data center Local Area Network (LAN) management.	X		SaaS	Yes	Oracle provides data center Local Area Network (LAN) management for the Oracle network at the Oracle hosting facility
2.1.1.19	Monitor applications and servers for availability as well as transaction and response time performance.	X		SaaS	Yes	Oracle monitors applications and servers for availability and performance for the Oracle network and applications at the Oracle hosting facility
2.1.1.20	Provide high availability redundant network circuits connecting the hosting data centers to the State's Next-Generation Network (NGN) to meet network response time and high availability SLAs (see SLAs in "Appendix F, Service Level Agreement Requirements").	X		SaaS	Yes	Oracle provides an optional FastConnect service for dedicated circuits between the State, the State's ISP, and Oracle.
2.1.1.21	Align with IT Service Management industry-accepted best-practice principles such as Information Technology Infrastructure Library (ITIL), Control Objectives for Information and related Technology (CobIT) or similar standard principles.	X		SaaS	Yes	
2.1.1.22	Coordinate with and provide support to the State's Level 1, Level 2, and Level 3 help desks for incident and service request management and provide Hosting Services support and assistance as necessary to ensure maximum EFS uptime.	X		SaaS	Yes	
2.1.1.23	Support the DR and failover strategy and annual DR testing.	X		SaaS	Yes	

#	Hosting Services - Roles and Responsibilities	Offeror	State	Proposed Hosting Option (SaaS, Offeror-Hosted)	Offeror Response (Y/N)	Offeror Comment
2.1.1.24	Adhere to the Hosting Services SLAs specified in "Appendix F, Service Level Agreement Requirements."	X		SaaS	Yes	

2.2 Maintenance and Operations Support

2.2.1 System Operations and Administration

Offerors shall respond "Yes" or "No" to each requirement in the table below. A "No" response without providing a comment may cause the Offer to be rejected.

Table 2. EFS Operations and Administration – Roles and Responsibilities

#	EFS Operations and Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.1.1	Define administrative computing systems requirements and policies (e.g. usage, monitoring agents).	X		Yes	
2.2.1.2	Develop procedures for performing systems administration that meet requirements and adhere to defined policies.	X		Yes	
2.2.1.3	Review and approve systems administration procedures.		X		
2.2.1.4	Establish, implement and maintain technical support policies and procedures that support the State's operation and support requirements.	X		Yes	

#	EFS Operations and Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.1.5	Set up and manage end-user accounts, perform access control, manage files and disk space (for in scope operating system (OS) and system software) in accordance with the State requirements.	X		Yes	Oracle will manage files and disk space. The State and the CherryRoad implementation team will setup users and define application security requirements (access control).
2.2.1.6	Install and configure OS per EFS requirements.	X		Yes	Oracle is providing a SaaS application. Oracle will provision the environments.
2.2.1.7	Perform system or component configuration changes necessary to support computing services.	X		Yes	Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.
2.2.1.8	Provide agreed EFS support services.	X		Yes	Oracle defines our support services in Appendix F
2.2.1.9	Install EFS components.	X		Yes	Oracle is providing a SaaS application. Oracle will provision the environments.

#	EFS Operations and Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.1.10	Configure EFS components.	X		Yes	Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.
2.2.1.11	Maintain and monitor EFS components.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.1.12	Register developer keys.	X		Yes	Oracle manages the transparent data encryption keys on behalf of the State.

#	EFS Operations and Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.1.13	Perform required EFS services in line with agreed procedures (e.g. system stop and start, monitoring changes, job scheduling changes, EFS component patching (support package, plug-ins), EFS upgrade (version change or enhancement pack installation, EFS copy, database copy, EFS client copy, specific backup or restore).	X		Yes	<p>Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.</p> <p>Oracle does perform job scheduling changes within the application itself.</p>
2.2.1.14	Perform required EFS services in line with agreed procedures (e.g. database upgrade or patching, EFS kernel patching).	X		Yes	<p>Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.</p>
2.2.1.15	Coordinate and perform EFS support services according to agreed procedure.	X		Yes	<p>Oracle defines our support services in Appendix F</p>

#	EFS Operations and Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.1.16	Perform any other system-oriented tasks as they may appear in regular operation and/or with new EFS releases.	X		Yes	Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.
2.2.1.17	Install and maintain EFS parameters according to best practices.	X		Yes	Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.

2.2.2 System Monitoring

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 3. System Monitoring – Roles and Responsibilities

#	System Monitoring – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.2.1	Propose monitoring policies, procedures and standards that meet EFS best practices and the State requirements including:	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.2.2	<ul style="list-style-type: none"> ■ Monitoring of buffers, database buffers, table space fragmentation, database space, unusual growth and propose solution in case of alert. 	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.

#	System Monitoring – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.2.3	<ul style="list-style-type: none"> Monitoring of system logs, update error, database corruption, jobs, and propose solution in case of alert. 	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.2.4	<ul style="list-style-type: none"> Monitoring of alert notification interface (e.g. Simple Mail Transfer Protocol (SMTP), send mail), and propose a solution in case of an alert. 	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.2.5	<ul style="list-style-type: none"> Monitoring of transaction and trace logs, network event logs and traces, garbage collector, memory and CPU utilization, indexes, etc., and propose a solution in case of an alert. 	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.

#	System Monitoring – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.2.6	<ul style="list-style-type: none"> ■ Monitoring of middleware (e.g. workflows, in- and out-bound queues) and report to the State according to agreed procedure. 	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.2.7	Monitoring of end-to-end transaction response time to allow measurements against SLAs (see “Appendix F, Service Level Agreement Requirements”).	X		Yes	Oracle monitors the response time to process the transaction within the Oracle Cloud.
2.2.2.8	Review and agree with monitoring procedures.		X	Yes	During implementation, the CherryRoad team will work with the State to review the available monitoring tools and will document intended State procedures for monitoring in the Technology Architecture Strategy deliverable
2.2.2.9	Implement agreed to monitoring policies, procedures and standards.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.

#	System Monitoring – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.2.10	Provide console monitoring, troubleshooting, repair and escalation of problems in the hosted environment.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.2.11	Monitor all EFS components as agreed in above mentioned monitoring policies, procedures and standards.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.2.12	Provide preventive measures for proactive monitoring and self-healing capabilities to limit outages that impact service delivery.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.

#	System Monitoring – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.2.13	Monitor batch and job scheduling.	X		No	Batch and job scheduling will be specific to the State and would therefore be monitored by the State rather than Oracle. In the proposed solution, monitoring batch and job scheduling falls outside of the M&O services. However, if requested by the State, CherryRoad could expand the M&O proposed solution to include monitoring of batch and job scheduling.
2.2.2.14	Proactively monitor table spaces.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.2.15	Monitor defined interfaces.	X		No	The State monitors the data input and output interfaces. Oracle would monitor that the application technology components are available. In the proposed solution, monitoring interfaces falls outside of the M&O services. However, if requested by the State, CherryRoad could expand the M&O proposed solution to include monitoring of interfaces.

#	System Monitoring – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.2.16	Monitor long running jobs or processes and shortage of available processes, and report to the State according to agree to procedures.	X		No	The state monitors all batch and job scheduling with the system. In the proposed solution, monitoring long running processes falls outside of the M&O services. However, if requested by the State, CherryRoad could expand the M&O proposed solution to include monitoring of long running processes.
2.2.2.17	Monitor, identify and report EFS problems and availability from the perspective of the end user.	X		No	During implementation, the State and CherryRoad will establish processes to identify and report problems from the end users.
2.2.2.18	Resolve or assist in resolving application problems in accordance with SLAs (see “Appendix F, Service Level Agreement Requirements”), and escalate as required.	X		Yes	Oracle defines our support services in Appendix F

2.2.3 Incident and Problem Management (Level 1 and Level 2)

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 4. Incident and Problem Management (Level 1 and Level 2) - Roles and Responsibilities

#	Incident and Problem Management (Level 1 and Level 2)- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.3.1	Propose incident and problem management policies, procedures and standards.	X		Yes	CherryRoad Managed Services has existing policies, procedures and standards on incident and problem management, and will work with the State to meet State requirements and organizations.

#	Incident and Problem Management (Level 1 and Level 2)- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.3.2	Review the State's incident and problem management policies, procedures and standards; propose changes to meet the State requirements and organization.	X		Yes	CherryRoad Managed Services has existing policies, procedures and standards on incident and problem management, and will work with the State to meet State requirements and organizations.
2.2.3.3	Adapt and implement incident and problem management procedures per the State requirements.	X		Yes	CherryRoad Managed Services has existing policies, procedures and standards on incident and problem management, and will work with the State to meet State requirements and organizations.
2.2.3.4	Establish operations and service management quality assurance and control programs.	X		Yes	CherryRoad Managed Services has existing operations and services guide and will work with the State to meet State requirements.
2.2.3.5	Approve operations and service management quality assurance and control programs.		X	Yes	
2.2.3.6	Perform quality assurance and quality control programs.	X		Yes	CherryRoad Managed Services has existing quality assurance and quality control procedures and will work with the State to meet State requirements.
2.2.3.7	Establish incident/problem classification by priority.	.	X	Yes	
2.2.3.8	Establish incident/problem workflow, escalation, communication and reporting processes that help to achieve the SLAs (see "Appendix F, Service Level Agreement Requirements").	X		Yes	CherryRoad Managed Services helpdesk ITSM software can be configured to meet State's workflow, escalation, and communication requirements, as well as monitor and meet SLA requirements.
2.2.3.9	Review and approve incident/problem classification, prioritization, workflow, communication, escalation and reporting processes.		X	Yes	

#	Incident and Problem Management (Level 1 and Level 2)- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.3.10	Manage entire incident/problem lifecycle including detection, diagnosis, State status reporting, repair and recovery.	X		Yes	CherryRoad Managed Services team, comprised of Helpdesk, Level 1 and Level 2 analysts, and Service Delivery Manager will work together to manage the entire incident/problem lifecycle.
2.2.3.11	Ensure incident resolution activities conform to defined change control procedures.	X		Yes	CherryRoad Managed Services will restore all services and coordinate with the State to confirm resolution activities conform to defined change control procedures.
2.2.3.12	Manage efficient workflow of incidents including the involvement of third-party providers (e.g. public carriers, ISP).	X		Yes	CherryRoad Managed Services will provide Incident monitoring for all active incidents and update the Incident records in helpdesk ITSM software as appropriate. All Incidents are monitored to their SLA to ensure no Incident resolution occurs outside the stated SLA windows.
2.2.3.13	Coordinate end-user support activities with the Offeror.		X	Yes	
2.2.3.14	Coordinate any EFS incident management reporting, tracking, escalation and resolution activities with the State.	X		Yes	CherryRoad Managed Services will provide Incident monitoring for all active incidents and update the Incident records in helpdesk ITSM software as appropriate. All Incidents are monitored to their SLA to ensure no Incident resolution occurs outside the stated SLA windows. A Service Delivery Manager will be available as the key contact and will coordinate the reporting, tracking, escalation, and resolution activities with the State.
2.2.3.15	Provide the State with access and input capabilities to Offeror's incident and problem management tracking system to allow for incident and related problem monitoring and ad hoc reporting.	X		Yes	CherryRoad Managed Services helpdesk ITSM software will be made available to the State with access and input capabilities.

#	Incident and Problem Management (Level 1 and Level 2)- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.3.16	Coordinate and take ownership of EFS related problem resolution with the State and third-parties.	X		Yes	A Service Delivery Manager from CherryRoad Managed Services will be available to coordinate and take ownership of EFS related problem resolution with the State and third-parties.
2.2.3.17	Perform Root Cause Analysis (RCA) of incidents, document findings and take corrective actions for in scope services. Resolve problem and/or substantiate that all reasonable actions have been taken to prevent future reoccurrence.	X		Yes	CherryRoad will document resolution root cause analysis to ensure permanent fix is in place or preventive measures are taken to avoid future reoccurrence. The report documents the incident occurrence and related parameters – date, tickets, start, end, duration, etc. – as well as associated communications and Root Cause Analysis (RCA) findings.
2.2.3.18	Periodically review the status of open incidents and related problems and the progress being made in addressing problems.		X	Yes	
2.2.3.19	Conduct incident and problem management review sessions and provide listing and status of same categorized by problem impact.	X		Yes	The RCA often results in problem management activities in the form of action items necessary to mitigate a future occurrence of the same type of incident. If necessary, additional helpdesk ITSM incidents will be opened to track any action items that require future changes. Recurring or similar incidents can be linked together to the same problem ticket number.
2.2.3.20	Participate in incident and problem management review sessions and provide listing and status of same categorized by problem impact.		X	Yes	

#	Incident and Problem Management (Level 1 and Level 2)- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.3.21	Identify and recommend possible enhancement opportunities for improved operational performance and potential cost impact.	X		Yes	In an effort to facilitate continuous improvement in the incident resolution and reporting process, a listing of activities that worked well, as well as activities that could have been done better or differently, will be documented in the incident and RCA report.
2.2.3.22	Authorize closure of the State initiated Critical and High priority incidents.		X	Yes	
2.2.3.23	Approve minor enhancement projects to implement operational improvements.		X	Yes	Oracle will release enhancements with periodic updates and the State can elect to implement the enhancement or to not implement the enhancement at that time.
2.2.3.24	Super User Support				
2.2.3.25	Answer end-user "how-to" questions (i.e. the most basic type of questions).		X	Yes	
2.2.3.26	Deliver end-user refresher training.		X	Yes	
2.2.3.27	Log incidents with the help desk or directly into the incident and problem management system (e.g. self service).		X	Yes	
2.2.3.28	Capture and log enhancement requests.		X	Yes	
2.2.3.29	Escalate to Level 1 help desk or EFS Support Center.		X	Yes	
2.2.3.30	Help Desk (Level 1)				
2.2.3.31	Perform password and end-user id resets.		X	Yes	
2.2.3.32	Troubleshoot, manage, track and report problems end users experience with desktop applications, hardware, and software.		X	Yes	

#	Incident and Problem Management (Level 1 and Level 2)- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.3.33	Troubleshoot, manage, track and report problems end users experience specific to the operational environment.		X	Yes	
2.2.3.34	Troubleshoot, manage, track and report problems end users experience with EFS.		X	Yes	
2.2.3.35	Perform initial triage in order to troubleshoot, manage, track and report problems end users experience with EFS.		X	Yes	
2.2.3.36	Escalate to Level 2 support to manage, track and report problems end users experience with EFS.		X	Yes	
2.2.3.37	Provide ongoing communication to end user as to the status of issue and resolution (i.e. should also be available as self service).		X	Yes	
2.2.3.38	Perform problem escalation, review and reporting.		X	Yes	
2.2.3.39	Maintain Level 1 problem escalation procedures.		X	Yes	
2.2.3.40	Maintain Level 2 application support escalation procedures.	X		Yes	CherryRoad Managed Services helpdesk and Service Delivery Manager will be responsible for maintaining Level 2 application support escalation procedures and provide continuous communication to the State.

2.2.4 ERP System Problem Management Services (Level 2 and Level 3)

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 5. ERP System Problem Management (Level 2 and Level 3) – Roles and Responsibilities

#	ERP System Problem Management (Level 2 and Level 3) – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.4.1	Initiate problem resolution priority and assign resources.	X		Yes	CherryRoad Managed Services helpdesk and Service Delivery Manager will be responsible for initiating problem resolution priority and assigning resources.
2.2.4.2	Analyze EFS problems.	X		Yes	CherryRoad Managed Services Level 2 and Level 3 Oracle Cloud analysts will be responsible for analyzing and providing solutions to the EFS problems.
2.2.4.3	Provide ongoing updates on problem resolution status.	X		Yes	CherryRoad Managed Services helpdesk, Oracle Cloud analysts and Service Deliver Manager will work together collectively to provide ongoing updates on problem resolution status on the helpdesk ITSM software portal.
2.2.4.4	Coordinate Level 2/3 application problem management for the EFS.	X		Yes	CherryRoad Managed Services Service Deliver Manager will be responsible for coordinating Level 2/3 application problem management for the EFS.
2.2.4.5	Track and report incidents and problems.	X		Yes	CherryRoad Managed Services helpdesk, Oracle Cloud analysts and Service Deliver Manager will work together collectively to Track and report incidents and problems using the helpdesk ITSM software.

#	ERP System Problem Management (Level 2 and Level 3) – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.4.6	Troubleshoot, manage, track and report operational problems with disk sub-systems, operating system, network, etc.	X		Yes	When necessary, CherryRoad Managed Services will work with Oracle or the State IT department to troubleshoot, manage, track, and report operational problems with disk sub-systems, operating system, network, etc. CherryRoad will open and manage Oracle SRs for issues that are related to Oracle Cloud Infrastructure.
2.2.4.7	Troubleshoot, manage, track and report operational problems that are result of database and application issues.	X		Yes	When necessary, CherryRoad Managed Services will work with Oracle to troubleshoot, manage, track, and report operational problems that are result of database and application issues. CherryRoad will open and manage Oracle SRs for issues that are related to Oracle application and database.
2.2.4.8	Troubleshoot, manage, track, and report desktop application installation issues.	X		Yes	When necessary, CherryRoad Managed Services will work the State IT department to troubleshoot, manage, track and report desktop application installation issues.
2.2.4.9	Escalate problems as necessary according to incident and service management procedures.	X		Yes	CherryRoad Service Deliver Manage will be responsible for escalating problems, as necessary.
2.2.4.10	Coordinate with and provide support to the State's help desk for incident and service request management.	X		Yes	CherryRoad Service Deliver Manage will be responsible for coordinating with and provide support to the State's help desk for incident and service request management.
2.2.4.11	Provide Level 2 technical support and assistance as necessary to ensure maximum EFS uptime.	X		Yes	CherryRoad Service Deliver Manage, working collaboratively with Level 2 technical staff, will be responsible for ensuring maximum EFS uptime.

#	ERP System Problem Management (Level 2 and Level 3) – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.4.12	Establish, staff and operate a Level 3 EFS support help desk responsible for: <ul style="list-style-type: none"> ■ Receive and log incidents received from Level 1 and Level 2 help desks. ■ Categorize and log IT inquiries/problems/requests. ■ Determine inquiry/problem request/resolution requirements. ■ Resolve inquiry/problem according to SLAs. ■ Escalate to EFS software vendor(s), if necessary). ■ Identify problem characteristics and, if possible, root cause. ■ Notify the State Level 1 and Level 2 help desk, as required. ■ Monitor problems until problem is resolved. ■ Provide ongoing communication and reporting on the status of problems. ■ Communicate resolution status and provide closure notification. ■ Perform trend analysis of incidents and problems and report findings on a monthly basis. 	X		Yes	CherryRoad Service Deliver Manager, working collaboratively with Level 3 support staff, will be responsible for these listed tasks.

2.2.5 Root Cause Analysis

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 6. Root Cause Analysis – Roles and Responsibilities

#	Root Cause Analysis – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.5.1	Provide RCA policies, procedures and standards.	X		Yes	
2.2.5.2	Develop procedures for performing RCA that meet requirements and adhere to defined policies.	X		Yes	Oracle Cloud may provide two different Root Cause Analysis (RCA) reports to the affected customers for qualifying events: the RCA and the Detailed RCA. The RCA is typically created soon after the event is closed and contains information on the event findings and timeline. The Detailed RCA is typically created days after the event and Oracle has performed a thorough technical investigation. The Detailed RCA contains greater detail including corrective and preventative actions.
2.2.5.3	Approve RCA procedures.		X	No	Oracle will follow Oracle standard RCA procedures included in the SaaS contract. The State would not have the opportunity to modify and approve those procedures.
2.2.5.4	Conduct proactive trend analysis to identify recurring problems.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.

#	Root Cause Analysis – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.5.5	Track and report recurring problems or failures and provide associated consequences of problems, including business impact to the State.	X		Yes	<p>Oracle Cloud may provide two different Root Cause Analysis (RCA) reports to the affected customers for qualifying events: the RCA and the Detailed RCA.</p> <p>The RCA is typically created soon after the event is closed and contains information on the event findings and timeline. The Detailed RCA is typically created days after the event and Oracle has performed a thorough technical investigation. The Detailed RCA contains greater detail including corrective and preventative actions.</p>
2.2.5.6	Recommend solutions to address recurring problems or failures.	X		Yes	<p>Oracle Cloud may provide two different Root Cause Analysis (RCA) reports to the affected customers for qualifying events: the RCA and the Detailed RCA.</p> <p>The RCA is typically created soon after the event is closed and contains information on the event findings and timeline. The Detailed RCA is typically created days after the event and Oracle has performed a thorough technical investigation. The Detailed RCA contains greater detail including corrective and preventative actions.</p>
2.2.5.7	Approve solutions to address recurring problems or failures.		X	No	As a SaaS solution, Oracle will make the final determination on how to address problems or failures. The State would not have the opportunity to approve prior to implementation by Oracle.

#	Root Cause Analysis – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.5.8	Identify root cause of the State defined Critical and High Priority Incidents and recommend appropriate resolution action.	X		Yes	<p>Oracle Cloud may provide two different Root Cause Analysis (RCA) reports to the affected customers for qualifying events: the RCA and the Detailed RCA.</p> <p>The RCA is typically created soon after the event is closed and contains information on the event findings and timeline. The Detailed RCA is typically created days after the event and Oracle has performed a thorough technical investigation. The Detailed RCA contains greater detail including corrective and preventative actions.</p>
2.2.5.9	Approve solutions to address Critical and High Priority Incidents.		X	No	Oracle will make the final determination on the implementation of solution to address Critical and High priority incidents.
2.2.5.10	Provide status reports detailing the RCA and the procedure for correcting recurring problems of Critical and High Incidents until closure, as defined by the State.	X		Yes	<p>Ongoing issues are tracked in the Service Request that is opened by the State.</p> <p>Oracle Cloud may provide two different Root Cause Analysis (RCA) reports to the affected customers for qualifying events: the RCA and the Detailed RCA.</p> <p>The RCA is typically created soon after the event is closed and contains information on the event findings and timeline. The Detailed RCA is typically created days after the event and Oracle has performed a thorough technical investigation. The Detailed RCA contains greater detail including corrective and preventative actions.</p>

2.2.6 User Account Management

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 7. User Account Management – Roles and Responsibilities

#	User Account Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.6.1	Manage and perform EFS User Account (UA) maintenance, including: <ul style="list-style-type: none"> ■ New UAs ■ UA refresh ■ UA copy (e.g. complete UA copy) ■ Cross-instance UA copy ■ UA deletion 	X		Yes	As part of the M&O services, CherryRoad Oracle Cloud analysts will be responsible for performing these tasks as required by the State. Initial EFS User Account setup will be completed by the project team. Ongoing maintenance of User Accounts will be documented in the Production Support Plan deliverable to be included during implementation.
2.2.6.2	Approve EFS UA maintenance.		X	Yes	
2.2.6.3	Perform setup and monitoring of security and authorization configuration.	X			As part of the M&O services, CherryRoad Oracle Cloud analysts will be responsible for performing these tasks as required by the State. Initial EFS User Account setup will be completed by the project team. Ongoing maintenance of User Accounts will be documented in the Production Support Plan deliverable to be included during implementation.
2.2.6.4	Define access privileges.	X		Yes	During implementation, CherryRoad will define the access privileges in the System Security Plan deliverable. Changes in access privileges will be maintained in accordance with configuration management standards to be followed by the M&O team.

#	User Account Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.6.5	Assign new UAs.	X		Yes	As part of the M&O services, CherryRoad Oracle Cloud analysts will be responsible for performing these tasks as required by the State. If the State wishes for CherryRoad to be responsible for the assignment of new User Accounts, it will be documented in the Production Support Plan deliverable to be included during Implementation.
2.2.6.6	Define procedure to provide access keys, VPN, etc.	X		Yes	During implementation, CherryRoad will define the procedure for providing system access as part of the Production Support Plan deliverable.

2.2.7 Security Administration

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 8. Security Administration - Roles and Responsibilities

#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.1	Define EFS security requirements, standards, procedures and policies including regulatory requirements.		X	Yes	
2.2.7.2	Assist in developing security standards, policies, and procedures including, but not limited to integration of industry best practices.	X		Yes	EFS security standards will be defined during implementation as part of the System Security Plan deliverable.
2.2.7.3	Conduct risk assessment to identify control or security gaps.	X		Yes	During implementation, the project team will assess and identify control or security gaps in the system security design.

#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.4	Provide security plan and infrastructure based on security requirements, standards, procedures, policies, incorporating federal, State, and local requirements and risks.	X		Yes	<p>Oracle Cloud Infrastructure (OCI) implements multiple levels of security checks, testing, threat and risk assessments, vulnerability scanning and penetration testing to assess system controls. Audit and compliance checks are also conducted to identify changes to the "known-good" posture and take corrective and/or improvement actions as needed. OCI's operations team regularly tests security requirements with code scanning, vulnerability scanning, and penetration tools and methods to identify new or existing vulnerabilities not previously detected. Any findings or issues are formally assessed, prioritized, and tracked to remediation.</p> <p>This process is ongoing throughout the system lifecycle. Oracle Cloud Infrastructure's quality assurance process includes security specific test plans for every cloud release (major, minor, patch). These test plans include the review of data visibility, access control, password control, administrative privileges, end-user role privileges, and data access rules. In addition, cross-customer data security (visibility) is also tested. Security specific testing focuses on correct operation and application processing in accordance with Oracle Cloud Infrastructure design and specifications.</p>
2.2.7.5	Review and approve security plans.		X	Yes	During implementation the State will have an opportunity to approve both the System Security Strategy and System Security Plan deliverables.

2.2.7.6	Implement physical and logical security plans consistent with the State security policies and industry standards.	X		Yes	<p>Oracle Cloud data centers are designed to help protect the security and availability of customer data. This approach begins with Oracle’s site selection process. Candidate build sites and provider locations undergo an extensive risk evaluation by Oracle that considers environmental threats, power availability and stability, vendor reputation and history, neighboring facility functions (for example, high-risk manufacturing or high-threat targets), and geopolitical considerations among other criteria.</p> <p>The Logical Access Controls Policy describes logical access control requirements for all Oracle systems, including authentication, authorization, access approval, provisioning and revocation for employees and any other Oracle-defined users with access to Oracle systems which are not internet-facing, publicly accessible systems. The Logical Access Controls Policy sets forth the requirements for information owners to define, document, and enforce logical access controls for the information systems for which they have responsibility, and which process is confidential – Oracle internal, restricted and highly restricted information, including information held on behalf of customers, partners and other third parties.</p> <p>OCI policies and procedures have established security controls in support of multifactor authentication (MFA). Two factors work together, requiring an extra layer of security to verify the user’s identity and complete the sign-in process.</p>
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#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.7	Establish access profiles and policies for adding, changing, enabling/disabling, and deleting logon access of State employees, agents and subcontractors.		X	Yes	
2.2.7.8	Perform logon/security-level access changes at the OS and system software level as detailed in profiles and policies.	X		Yes	Access to management functions is performed through the use of a bastion server. Access is managed through a centralized program with multiple approvals based on role and function. VPN and two-factor authentication are used to access the bastion server. The bastion server has limited tools installed and the support personnel cannot add additional tools. Access and activity on the bastion server are logged and monitored, per Oracle policy.
2.2.7.9	Report security violations to the State per approved policies.	X		Yes	<p>The Oracle Data Processing Agreement describes Oracle's obligations in the event of a personal information breach. Individual tenant service agreements may describe additional responsibilities during a security incident.</p> <p>https://www.oracle.com/a/ocom/docs/corporate/data-processing-agreement062619.pdf</p> <p>The OCI SOC 2 Report (available under NDA), Complementary User Entity Controls, further describe the customer's responsibility with regard to any unauthorized use of, and other suspected breach of security related to their applications and workloads.</p>
2.2.7.10	Resolve security violations internal to the State.		X	Yes	

2.2.7.11	Review all security patches relevant to the environment and classify the need and speed in which the security patches should be installed as defined by the State security policies.	X		Yes	<p>In order to provide the best security posture to all Oracle customers, Oracle fixes significant security vulnerabilities based on the likely risk they pose to customers. As a result, the issues with the most severe risks are fixed first. Fixes for security vulnerabilities are produced in the following order:</p> <ul style="list-style-type: none"> * Main code line first; that is, the code line being developed for the next major release of the product. For each supported version that is vulnerable. * Fix in the next patch set if another patch set is planned for that supported version. <p>The Critical Patch Update (CPU) is the primary mechanism for the backport of all security bug fixes for all Oracle product distribution. Critical Patch Updates are released quarterly on the Tuesday closest to the 17th of the month in January, April, July, and October. In addition, Oracle retains the ability to issue out-of-schedule patches or workaround instructions in case of particularly critical vulnerabilities and/or when active exploits are reported in the wild. This program is known as the Security Alert program.</p> <p>For cloud services, the Oracle Cloud operations and security teams regularly evaluate Oracle's Critical Patch Updates and Security Alert fixes as well as relevant third-party fixes as they become available and apply the relevant patches in accordance with applicable change management processes.</p>
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#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.12	Install security patches.	X		Yes	Patches are continuously applied.
2.2.7.13	Perform periodic security audits.		X	Yes	
2.2.7.13A	Perform on-demand and unannounced penetration testing.		X	No	Oracle is responsible for coordinating penetration testing. The State will not have the authority to perform on-demand and unannounced penetration testing.
2.2.7.14	Provide documentation of the performance by an experienced third-party consultancy of external penetration tests on, at least, a quarterly basis, and internal network security audits at least annually. The audits should be against International Organization for Standardization (ISO) 27001/2 and in compliance with Statement on Standards for Attestation Engagements (SSAE16).	X		Yes	OCI operates under policies, which are generally aligned with the ISO/IEC 27002 Code of Practice for information security controls. The internal controls of Oracle Cloud Infrastructure are subject to periodic testing by independent third-party audit organizations. Such audits may be based on the Statement on Standards for Attestation Engagements (SSAE) 18, Reporting on Controls at a Service Organization ("SSAE 18"), the International Standard on Assurance Engagements (ISAE) No. 3402, Assurance Reports on Controls at a Service Organization ("ISAE 3402"), the International Standard on Assurance Engagements (ISAE) No. 3000, Assurance Engagements Other than Audits or Reviews of Historical Financial Information ("ISAE 3000"), or other third-party auditing standards or procedures applicable to the specific Oracle Cloud Infrastructure.
2.2.7.15	Provide documented requirements (e.g. design and audit procedures) for network security to ensure that other customers will not compromise its shared-service infrastructure.	X		Yes	OCI provides multiple resources to customer to enable them to create a layered security approach to their tenancy. Please see: https://docs.cloud.oracle.com/enus/iaas/Content/Security/Reference/configuration_security.htm

#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.16	Maintain all documentation required for security audits, internal controls and control testing.	X			Oracle will maintain standard security and compliance documentations in accordance with the standard Oracle SLAs.

2.2.7.17	Place and support systems with particularly sensitive data in controlled access areas. Only end users with authorized access permission will be allowed to enter these areas.	X		Yes	<p>Access to OCI systems is controlled by restricting access to authorized personnel. Users with access to the customer environment are reviewed on no less than a quarterly basis and all access is logged and audited.</p> <p>Oracle has implemented the following protocols:</p> <ul style="list-style-type: none"> ○ Physical access to facilities is limited to Oracle employees, contractors, and authorized visitors. ○ Oracle employees, subcontractors, and authorized visitors are issued identification cards that must be worn while on Oracle premises. ○ Visitors are required to sign a visitor's register, be escorted and/or observed when they are on Oracle premises, and/or be bound by the terms of a confidentiality agreement with Oracle. ○ Security monitors the possession of keys/access cards and the ability to access facilities. Staff leaving Oracle's employment must return keys/cards and key/cards are deactivated upon termination. ○ Security authorizes all repairs and modifications to the physical security barriers or entry controls at service locations. ○ Oracle use a mixture of 24/7 onsite security officers or patrol officers, depending on the risk/protection level of the facility. In all cases officers are responsible for patrols, alarm response, and recording of security incidents.
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#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
					Oracle has implemented centrally managed electronic access control systems with integrated intruder alarm capability. The access logs are kept for a minimum of six months.
2.2.7.18	Assist with third-party security audits.	X		Yes	<p>Audit reports about Oracle Cloud Services are periodically published by Oracle's third-party auditors. Reports may not be available for all services or all audit types or at all times. Customer may request access to available audit reports for a particular Oracle Cloud service via Sales.</p> <p>The State will remain solely responsible for its regulatory compliance in its use of any Oracle Cloud services. Customer must make Oracle aware of any requirements that result from its regulatory obligations prior to contract signing.</p>
2.2.7.19	Perform prompt removal of end users when access is no longer required.	X		Yes	As requested, CherryRoad will incorporate these activities into the M&O services.
2.2.7.20	Review of the end user access list at least every 90 days to ensure terminated staff accounts or unused end user accounts have been removed from the EFS.		X	Yes	

#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.21	Provide a documented policy for "hardening" the underlying virtualized infrastructure that its services run on.	X		Yes	Access to management functions is performed through the use of a bastion server. Access is managed through a centralized program with multiple approvals based on role and function. VPN and two-factor authentication are used to access the bastion server. The bastion server has limited tools installed and the support personnel cannot add additional tools. Access and activity on the bastion server are logged and monitored, per Oracle policy.
2.2.7.22	Provide validated and documented procedures for configuration management, patch installation and malware prevention for all servers and PCs involved in service delivery.	X		Yes	Oracle deploys anti-virus/malware software on systems used by OCI services, however, customers are responsible for implementing anti-malware solutions in their own environment.
2.2.7.23	Provide documented set of controls to ensure the separation of data and security information among customer applications.	X		Yes	
2.2.7.24	Provide review of the security of applications and any supporting code (e.g. AJAX, ActiveX controls, Java applets) used.	X		Yes	ActiveX and Java Applets are not used.
2.2.7.25	Provide content monitoring and filtering, or data loss prevention inappropriate for data flows.	X		Yes	Oracle Cloud Hosting and Delivery Policies describe the Oracle Cloud Service Continuity Policy, Oracle Cloud Services High Availability Strategy, Oracle Cloud Services Backup Strategy, and Oracle Cloud Service Level Agreement. Service-specific Pillar documents provide additional information about specific cloud services: https://www.oracle.com/corporate/contracts/cloud-services/hosting-deliverypolicies.html

#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.26	Provide adequate protection of data that is covered by regulatory or other compliance requirements.	X		Yes	Oracle employees are required to maintain the confidentiality of customer data. Employees must sign a confidentiality agreement and comply with company policies concerning protection of confidential information as part of their initial terms of employment. Oracle obtains a written confidentiality agreement from each subcontractor before that subcontractor provides services.
2.2.7.27	Provide documented procedures to perform background checks on personnel with administrative or other privileged access to servers, applications or customer data.	X		Yes	In the United States, Oracle uses an external screening agency to perform preemployment background investigations for newly hired U.S. personnel. Personnel screening in other countries varies according to local laws, employment regulations, and local Oracle policy.

#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.28	Provide documented procedures for superuser privilege management and database activity monitoring controls or the equivalent to detect inappropriate behavior by personnel with administrative access.	X		Yes	<p>Oracle evaluates and responds to events that create suspicion of unauthorized access to or handling of customer data, whether the data is held on Oracle hardware assets or on the personal hardware assets of Oracle employees and contingent workers. Oracle's Information Security Incident Reporting and Response Policy defines requirements for reporting and responding to incidents. This policy authorizes Oracle Global Information Security (GIS) organization to serve as the primary contact for security incident response, as well as to provide overall direction for incident prevention, identification, investigation, and resolution.</p> <p>Oracle logs certain security-related activities on operating systems, applications, databases, and network devices. Systems are configured to log access to Oracle programs, as well as system alerts, console messages, and system errors. Oracle implements controls designed to protect against operational problems, including log file media becoming exhausted, failing to record events, and/or logs being overwritten.</p>
2.2.7.29	Provide documented process for evaluating security alerts from the OS and application vendors, shielding systems from attack until patched, and installing security patches and service packs.	X		Yes	<p>For cloud services, the Oracle Cloud operations and security teams regularly evaluate Oracle's Critical Patch Updates and Security Alert fixes as well as relevant third-party fixes as they become available and apply the relevant patches in accordance with applicable change management processes.</p>

#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.30	Provide and execute documented procedures for security monitoring and log management functions, and use write-once technology or other secure approaches for storing audit trails and security logs.	X		Yes	Oracle logs certain security-related activities on operating systems, applications, databases, and network devices. Systems are configured to log access to Oracle programs, as well as system alerts, console messages, and system errors. Oracle implements controls designed to protect against operational problems, including log file media becoming exhausted, failing to record events, and/or logs being overwritten.
2.2.7.31	Provide documented established procedures for vulnerability management, intrusion prevention, incident response, incident escalation, and investigation.	X		Yes	<p>Oracle employs intrusion-detection systems within the Oracle intranet to provide continuous surveillance for intercepting and responding to security events as they are identified. Oracle utilizes a network-based monitoring approach to detect attacks on open firewall ports within Oracle's intranet. Events are analyzed using signature detection, which is a pattern matching of environment settings and user activities against a database of known attacks. Oracle updates the signature database as soon as new releases become available for commercial distribution. Alerts are forwarded to Oracle's IT security for review and response to potential threats.</p> <p>For more information, see https://www.oracle.com/corporate/security-practices/corporate/network-communications-security.html</p>

#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.32	Demonstrate that the security staff average more than four years of experience in information and network security.	X		Yes	<p>Oracle does not publicly disclose the average tenure of Oracle employees.</p> <p>Oracle hires the best Cloud engineers from major universities and other Cloud providers. The following Cloud Security Architecture whitepaper describes the Cloud that the State of Hawaii applications will be deployed. The architecture was designed by experienced Cloud personnel: https://www.oracle.com/a/ocom/docs/oracle-cloud-infrastructure-security-architecture.pdf</p>
2.2.7.33	Demonstrate that more than 75% of the Offeror's security staff has security industry certification (e.g. Certified Information Systems Security Professional, Global Information Assurance Certification, or equivalent).	X		Yes	<p>Oracle does not publicly disclose the certifications of our employees.</p> <p>Oracle hires the best Cloud engineers from major universities and other Cloud providers and employees do have security industry certifications and sit on boards of major industry boards (as discussed in Appendix C, Solution Architecture, Question id #89).</p> <p>The following Cloud Security Architecture whitepaper describes the Cloud that the State of Hawaii applications will be deployed. The architecture was designed by experienced Cloud personnel as a result of industry knowledge and experience: https://www.oracle.com/a/ocom/docs/oracle-cloud-infrastructure-security-architecture.pdf</p>

#	Security Administration – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.7.34	Demonstrate that staff has vendor certification for the specific firewall equipment they will manage.	X		Yes	Oracle maintains certifications on web scale skills via internal Human Capital Management certification tracking processes.
2.2.7.35	Provide documented identity management and help desk procedures for authenticating callers before resetting access controls, establishing and/or deleting accounts.	X		Yes	These requirements will be developed during implementation as part of the system security plan deliverable. Procedures will be documented in the Production Support Plan deliverable.

2.2.8 Storage Management

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 9. Storage Management – Roles and Responsibilities

#	Storage Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.8.1	Recommend techniques and procedures to ensure disk storage resources are utilized in an efficient and cost-effective manner, as well as meeting business requirements.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.

#	Storage Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.8.2	Maintain and improve storage resource efficiency and space requirements.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.8.3	Regularly review backup and recovery procedures to demonstrate recoverability. Verify that actual practices are in concert with State business requirements and procedures and report the results.	X		Yes	<p>Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.</p> <p>Disaster Recovery (DR) services for Oracle SaaS Public Cloud Services are intended to provide service restoration capability in the event of a major disaster, as declared by Oracle. Oracle will determine whether an event constitutes a disaster requiring the execution of the DR plan for the affected Oracle SaaS Public Cloud Service.</p>

#	Storage Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.8.4	Provide data storage and data management services (e.g. RAID array, SAN, NAS, tape, optical).	X		Yes	Oracle deploys the Oracle Cloud Services on resilient computing infrastructure designed to maintain service availability and continuity in the case of an incident affecting the services. Data centers retained by Oracle to host Oracle Cloud Services have component and power redundancy with backup generators in place, and Oracle may incorporate redundancy in one or more layers, including network infrastructure, program servers, database servers, and/or storage.
2.2.8.5	Provide data backup and restoration services in accordance with State-established policies.	X		Yes	Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.

#	Storage Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.8.6	Secure backup media in independently certified, U.L. Class II media storage vaults that meet the design and construction requirements of National Fire Protection Association (NFPA)232, Standard for the Protection of Records.	X		No	Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made. Oracle typically does not update, insert, delete or restore a Customer's data on the Customer's behalf. However, on an exception basis and subject to written approval, Oracle may assist the State to restore data which the State may have lost as a result of the State's own actions. For Oracle Cloud Services which enable the State to configure backups in accordance with the State's own policies, the State is responsible for performing backups and restores of the State's data, non-Oracle software, and any Oracle software that is not provided by Oracle as part of these services. Additionally, the State is encouraged to develop a business continuity plan to ensure continuity of the State's own operations in the event of a disaster.

#	Storage Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.8.7	Perform periodic incremental and full tape backups/exchange backup tapes with storage at an off-site facility.	X		Yes	Oracle has identified certain critical internal infrastructure systems that are backed up and can be restored. For these systems, Oracle performs the following backups as applicable: Database: Full and incremental backups are created on physical and/or electronic media. Archive Logs: Full and incremental backups are created on physical and/or electronic media
2.2.8.8	Provide input processing activities (e.g. loading third-party media, receipt, and/or transmission of batch files).	X		Yes	Oracle provides API's to import and export data.
2.2.8.9	Maintain a tape library management system and transport tapes to the production area as needed.	X		Yes	
2.2.8.10	Maintain data set placement and manage data catalogs.	X		Yes	
2.2.8.11	Manage file transfers and other data movement activities.	X		Yes	CherryRoad can perform file transfers and other data movement activities as assigned by the State as part of the M&O support services.
2.2.8.12	Manage input media availability to meet processing service levels.	X		Yes	Oracle deploys the Oracle Cloud Services on resilient computing infrastructure designed to maintain service availability and continuity in the case of an incident affecting the services. Data centers retained by Oracle to host Oracle Cloud Services have component and power redundancy with backup generators in place, and Oracle may incorporate redundancy in one or more layers, including network infrastructure, program servers, database servers, and/or storage.

#	Storage Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.8.13	Manage the media inventory to ensure that adequate media resources are available.	X		Yes	
2.2.8.14	Acquire and manage consumables (e.g. tape, disks) in support of the State's backup requirements for the data center.	X		Yes	Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.
2.2.8.15	Plan, execute and report on the replacement of media in the scratch tape pool before 80% of its expected life (i.e. as defined by the media manufacturer) on a going-forward basis.	X		Yes	Oracle monitors the tape pool available for all customers.
2.2.8.16	Monitor and control storage performance according to storage and data management policies.	X		Yes	Oracle uses a variety of software tools to monitor the availability and performance of the Oracle Cloud Services and the operation of infrastructure and network components
2.2.8.17	Monitor and demonstrate compliance with the State's retention and storage requirements.	X		Yes	Oracle monitors the storage of the State's data to ensure capacity is available.
2.2.8.18	Monitor the execution of utilities that report on fixed/pool record capacity for the EFS and provide reports, as necessary.	X		No	Oracle provides unlimited data storage and monitors data usage. Oracle will add more capacity when needed.
2.2.8.19	Effectively track, manage, communicate and resolve all tape exceptions.	X		Yes	Oracle uses a variety of software tools to monitor the availability and performance of the Oracle Cloud Services and the operation of infrastructure and network components

#	Storage Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.8.20	Ensure all replaced media (e.g. tapes and disk storage) are cleared of data, pursuant to NIST 800-88 requirements. Any media no longer required should be destroyed or shredded in a similar fashion.	X		Yes	Oracle aligns with NIST 800-88. Oracle's Media Sanitation and Disposal Policy defines requirements for the removal of information from electronic storage media (sanitization), and disposal of information which is no longer required, either in hard copy form or on electronic storage media, such that the information is protected from security threats associated with retrieval and reconstruction of confidential data. This policy applies to all "hard copy" (paper) and electronic media. Oracle's Media Sanitation and Disposal Standards support compliance to this policy.
2.2.8.21	Exchange backup tapes with off-site storage facility.	X		Yes	
2.2.8.22	Provide secure off-site storage for designated media and transport media to off-site location as required.	X		Yes	
2.2.8.23	Periodically test and verify validity of tapes.	X		Yes	
2.2.8.24	Perform periodic audits to ensure proper cataloging of media.	X		Yes	
2.2.8.25	Report disk space and tape utilization.	X		No	Oracle provides unlimited data storage and monitors data usage. Oracle will add more capacity when needed.
2.2.8.26	Manage tape storage service provider.	X		Yes	

#	Storage Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.8.27	Perform recoup for EFS production databases on a regular basis and verify that roll-in is done after verifying reports.	X		No	<p>Oracle's corporate Disaster Recovery (DR) plan focuses on the resiliency of computing infrastructure supporting Oracle's internal operations. Oracle's production data centers are geographically separated and have component and power redundancy, with backup generators in place for availability of data center resources in case of an impacting event. Oracle's DR plan leverages this separation of data centers in conjunction with other recovery strategies to both protect against disruption and enable recovery of services. This plan is Oracle Confidential.</p> <p>Oracle's Information Technology organization conducts an annual DR exercise designed to assess our DR plans. Lessons learned from the exercise are implemented as deemed appropriate into standard operations and DR procedures as appropriate</p>
2.2.8.28	Perform restores of test systems in accordance with State approved policies and procedures.	X		Yes	Oracle provides P2T and T2T services. Restores from backups will be done on a case-by-case basis.
2.2.8.29	Schedule and execute implementation of additional DASD required for EFS.	X		Yes	Oracle allocates more data storage when necessary.

2.2.9 Output Management

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 10. Output Management – Roles and Responsibilities

#	Output Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.9.1	Develop and document output management (OM) requirements and policies, including transport, delivery locations and schedule requirements.	X		Yes	CherryRoad will formulate approach to incorporate dashboards, email, printer and other media, along with operational support.
2.2.9.2	Define business requirements for printer, fax and OM.		X	Yes	
2.2.9.3	Define application requirements for printer, fax and OM.	X		Yes	
2.2.9.4	Define technical requirements for printer, fax and OM.	X		Yes	
2.2.9.5	Approve technical requirements for printer, fax, and OM		X	Yes	
2.2.9.6	Develop and document OM procedures that meet requirements and adhere to defined policies.	X		Yes	
2.2.9.7	Review and approve OM procedures.		X	Yes	
2.2.9.8	Procure OM equipment.	X		Yes	CherryRoad can assist with hardware procurement, including secure and non-secure printers, scanners, and other peripherals.
2.2.9.9	Configure, monitor, test and manage OS printer / fax / OM queues and spool files.	X		Yes	Delivered Oracle functionality.
2.2.9.10	Ensure that output devices are functioning, including performing or coordinating routine maintenance.	X		No	The State would be responsible for performing and/or coordinating routine maintenance on machines that are on premises at the State.

#	Output Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.9.11	Maintain printer / fax / OM application parameters.	X		Yes	Delivered Oracle functionality.
2.2.9.12	Manage application printer / fax / OM processes and output queues at the application layer.	X		Yes	Delivered Oracle functionality.
2.2.9.13	Perform spool administration and logical printer management inside the system.	X		No	The State would be responsible for performing spool administration and logical printer management on machines that are on premises at the State.
2.2.9.14	Investigate and resolve application related printer / fax / OM problems.	X		No	The State would be responsible for investigating and resolving application related printer/fax/OM problems for machines that are on premises at the State.
2.2.9.15	Investigate and resolve infrastructure related printer / fax / OM problems.	X		No	The State would be responsible for investigating and resolving infrastructure related printer/fax/OM problems for machines that are on premises at the State.
2.2.9.16	Provide OM device maintenance and service.	X		No	The State would be responsible for securing OM device maintenance and service for machines that are on premises at the State.
2.2.9.17	Provide technical team with output device IP address / technical configuration.	X		Yes	
2.2.9.18	Cancel output jobs at O/S level.	X		Yes	CherryRoad M&O team members would create an Oracle service request to cancel output jobs.
2.2.9.19	Configure printer / fax / OM profile parameters in the application.	X		Yes	This is delivered Oracle functionality.
2.2.9.20	Support and maintain printer / fax / output application.	X		No	The State's third-party vendor should provide support for this.
2.2.9.21	Support and maintain printer / fax / output integration components on the application.	X		No	The State's third-party vendor should provide support for this.
2.2.9.22	Support and maintain printer / fax / output integration components on the server.	X		No	The State's third-party vendor should provide support for this.

#	Output Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.9.23	Support and maintain printer / fax / output integration server.	X		No	The State's third-party vendor should provide support for this.
2.2.9.24	Provide print OM and distribution.	X		No	This is not included in the CherryRoad proposed M&O services
2.2.9.25	Separate and organize printed output materials accordingly.	X		No	This is not included in the CherryRoad proposed M&O services
2.2.9.26	Ensure that printed output is delivered to the State specified delivery locations according to schedule.	X		No	This is not included in the CherryRoad proposed M&O services
2.2.9.27	Acquire and manage consumables (e.g. paper, print ribbons, ink, and tapes) and coordinate acquisition of additional materials, as needed.	X		No	This is not included in the CherryRoad proposed M&O services

2.2.10 Batch – Job Control and Scheduling

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 11. Batch – Job Control and Scheduling – Roles and Responsibilities

#	Batch – Job Control and Scheduling - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.10.1	Define job scheduling requirements, application software interdependencies, and rerun requirements for all production jobs.	X		Yes	This is delivered Oracle functionality that CherryRoad M&O resources will support.
2.2.10.2	Define requirements and maintain documentation of all job scheduling and re-run requirements.	X		Yes	CherryRoad will develop an Operations Plan
2.2.10.3	Define test and demand batch scheduling requirements.	X		Yes	

#	Batch – Job Control and Scheduling - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.10.4	Utilize and manage scheduling tools for automating job execution (e.g. job workflow processes interdependencies, rerun requirements, file exchange functions, and print management).	X		Yes	This is delivered Oracle functionality that CherryRoad M&O resources will support.
2.2.10.5	Produce and distribute job schedule.	X		Yes	This is delivered Oracle functionality that CherryRoad M&O resources will support.
2.2.10.6	Create, maintain and update code required for job control and scheduling.	X		Yes	This is delivered Oracle functionality that CherryRoad M&O resources will support.
2.2.10.7	Identify job scheduling changes to improve application job stream effectiveness.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.8	Provide job scheduling, job execution, reporting and resolution, taking into account infrastructure and EFS interdependencies.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.9	Execute test and demand batch jobs on appropriate systems.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.10	Maintain database of job scheduling, contact, rerun, and interdependencies.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.11	Perform quality control on test-to-production results.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.12	Perform job monitoring.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.13	Monitor failed job.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.14	Assess impact of failed jobs.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.15	Provide notification to end users of failed jobs.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.16	Recover/resolve from failed jobs.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.17	Validate job results and re-run per instructions.	X		Yes	CherryRoad will formulate a batch processing plan.

#	Batch – Job Control and Scheduling - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.10.18	Terminate/cancel jobs per requests or pre-defined procedures.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.19	Provide job rejection analysis with error notification to the end user.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.20	Provide quality control for reprocessing activities (e.g. batch reruns).	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.21	Provide schedule status.	X		Yes	CherryRoad will formulate a batch processing plan.
2.2.10.22	Notify the State and maintain a history of job completion results.	X		Yes	CherryRoad will formulate a batch processing plan.

2.2.11 EFS Router Remote Access

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 12. Remote Access Facilities – Roles and Responsibilities

#	Database Management Administrations - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.11.1	Define remote access (RA) policies and procedures.	X		Yes	CherryRoad will implement Location Based Access Control, which is delivered Oracle functionality.
2.2.11.2	Approve RA policies and procedures		X	Yes	
2.2.11.3	Participate in defining and accept RA policies and procedures.	X		Yes	
2.2.11.4	Install, test, and provide technical support, administration and security administration for RA hardware and software.	X		Yes	Remote Access administration is not hardware based; it is built into application via Location Based Access Controls (LBAC).

#	Database Management Administrations - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.11.5	Perform system or component configuration changes necessary to support remote access services.	X		Yes	Remote Access administration is not hardware based; it is built into application via Location Based Access Controls (LBAC).
2.2.11.6	Monitor and report EFS Router intrusions attempts.	X		Yes	

2.2.12 Database Administration

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 13. Database Administration – Roles and Responsibilities

#	Database Management Administrations - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.12.1	Define authorization requirements for users, roles, schemas, etc.	X		No	Authorization requirements for users and roles are defined by the State in conjunction with the best practices captured in the System Security Plan deliverable to be completed during implementation.
2.2.12.2	Approve authorization requirements for users, roles, schemas, etc. service request.		X	Yes	
2.2.12.3	Provide security administration including managing role and user database permissions in accordance with approved State policies and procedures.	X		Yes	Oracle is proposing a SasS solution where Oracle manages the underlying architecture including the Database.
2.2.12.4	Perform database restores from export dumps or backups.	X		Yes	On an exception basis and subject to written approval, Oracle may assist the State to restore data which the State may have lost as a result of the State’s own actions.

#	Database Management Administrations - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.12.5	Create/refresh databases (e.g. development, quality assurance (QA), and training) from production data.	X		Yes	Oracle offers P2T and T2T refreshes. CherryRoad will manage refreshes during implementation and post-production. CherryRoad Managed Services will formulate a Production Support Plan deliverable.
2.2.12.6	Execute authorization change requests.	X		Yes	
2.2.12.7	Define database creation, configuration, upgrade, patches and refresh requirements.	X		Yes	Oracle is providing a SaaS application. Oracle will provision the environments.
2.2.12.8	Execute database creation, configuration, upgrades, patches and refresh.	X		Yes	
2.2.12.9	Execute all database system level changes (e.g. initialization parameters).	X		Yes	
2.2.12.10	Execute all schema changes for all database instances.	X		Yes	Oracle controls the schema and data model. Any changes will be done by Oracle. The State can define its own fields within defined fields in the data model.
2.2.12.11	Define database data definition requirements for applications (e.g. MAC for tables, triggers, and attributes).	X		Yes	
2.2.12.12	Execute database data definition requirements for applications (e.g. MAC for tables, triggers, and attributes).	X		Yes	
2.2.12.13	Maintain documentation for all database instance parameters and system settings.	X		Yes	
2.2.12.14	Maintain consistency of non-sizing and non-platform specific database parameters and system settings across all like instances (i.e. consistency must be maintained according to established development to QA to production life cycle).	X		Yes	

#	Database Management Administrations - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.12.15	Define database definition and manipulation requirements for applications and developer schemas.	X		Yes	
2.2.12.16	Execute database data definitions for non-managed applications and developer schemas.	X		Yes	
2.2.12.17	Define and execute database performance and tuning scripts in order to keep databases running at optimal performance for the State's workload.	X		Yes	CherryRoad will assist Oracle in any sizing and performance tasks.
2.2.12.18	Perform database tuning and optimizations.	X		Yes	
2.2.12.19	Perform database capacity utilization analysis.	X		Yes	
2.2.12.20	Perform database imports/exports.	X		No	The State will perform all data import and export via defined application APIs. The proposed M&O services do not include these duties, however, if the State wishes for CherryRoad to manage imports and exports, the M&O services can be adjusted to include it.
2.2.12.21	Utilize and administer appropriate database management tools across all database instances (i.e. performance metrics and historical data must be available for trending and reporting over a minimum of 6 months).	X		Yes	Performance metrics of the application are available via the State's MyServices Portal.
2.2.12.22	Identify locking conflicts, latch contention, and rollback requirements, etc. for all database instances.	X		Yes	The application layer identifies locking conflicts and notifies the user of a lock.
2.2.12.23	Report locking conflicts, latch contention, rollback requirements, etc. for all database instances, and resolve as required.	X		Yes	
2.2.12.24	Provide technical assistance and subject matter expertise to the State and third-party vendor support, as requested by the State.	X		Yes	This responsibility would fall under the proposed CherryRoad M&O support services.

#	Database Management Administrations - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.12.25	Provide data dictionary expertise, end user data assistance, data warehouse metadata definition, data mapping functions, and creation of data cubes.	X		Yes	This responsibility would fall under the proposed CherryRoad M&O support services.
2.2.12.26	Monitor database and generate automatic trouble tickets for problems.	X		Yes	Oracle uses a variety of software tools to monitor the availability and performance of the Oracle Cloud Services and the operation of infrastructure and network components. Oracle does not monitor, or address deviations experienced by any non-Oracle managed components used by the State in the Oracle Cloud Services, such as non-Oracle applications.
2.2.12.27	Open, track, and manage to resolution all database problems.	X		Yes	Oracle uses a variety of software tools to monitor the availability and performance of the Oracle Cloud Services and the operation of infrastructure and network components. Oracle does not monitor, or address deviations experienced by any non-Oracle managed components used by the State in the Oracle Cloud Services, such as non-Oracle applications.
2.2.12.28	Plan and coordinate database upgrades and patches.	X		Yes	Oracle upgrades the database and applies patches.
2.2.12.29	Patch database software as needed according to established development to QA to production lifecycle.	X		Yes	Oracle uses a variety of software tools to monitor the availability and performance of the Oracle Cloud Services and the operation of infrastructure and network components. Oracle does not monitor, or address deviations experienced by any non-Oracle managed components used by the State in the Oracle Cloud Services, such as non-Oracle applications.
2.2.12.30	Manage database communication software configuration, installation, and maintenance.	X		Yes	

#	Database Management Administrations - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.12.31	Provide database storage management.	X		Yes	
2.2.12.32	Approve database backup schedules, retention periods, and backup levels (e.g. full, incremental, or differential).		X	No	Oracle controls these timeframes for the SaaS application
2.2.12.33	Define and execute the State's database backup and recovery policies.	X		No	Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.
2.2.12.34	Perform EFS database administration, including:	X		Yes	
2.2.12.35	■ Scheduled database maintenance and support	X		Yes	
2.2.12.36	■ Table management and reorganization	X		Yes	
2.2.12.37	■ Index analysis	X		Yes	
2.2.12.38	■ Creation and management of tables and indexes	X		Yes	
2.2.12.39	■ Growth analysis	X		Yes	
2.2.12.40	■ File localization	X		Yes	
2.2.12.41	■ File systems distribution	X		Yes	
2.2.12.42	Schedule database specific related jobs (e.g. running database statistics).	X		Yes	Database maintenance is the responsibility of Oracle. The State would be responsible for scheduling application jobs.
2.2.12.43	Perform database copies and application database refreshes.	X		Yes	

#	Database Management Administrations - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.12.44	Backup of database archive of logs.	X		Yes	
2.2.12.45	Provide and configure database storage management systems.	X		Yes	

2.2.13 OS, Application and Database Backup and Recovery

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 14. OS and Application and Database Backup and Recovery – Roles and Responsibilities

#	OS, Application and Database Backup and Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.13.1	Define and approve EFS backup and restore strategy.		X	No	Oracle will periodically make backups of the State’s production data in the Oracle Cloud Services for Oracle’s sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.
2.2.13.2	Develop and implement EFS data backup and restore procedures in accordance with approved State strategy.	X		No	Oracle will periodically make backups of the State’s production data in the Oracle Cloud Services for Oracle’s sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.

#	OS, Application and Database Backup and Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.13.3	Define backup times, schedules, and point of restore based upon the State requirements.	X		No	Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.
2.2.13.4	Approve requirements for backup times and schedules.		X	No	Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.
2.2.13.5	Create and maintain backup scripts.	X		Yes	
2.2.13.6	Maintain backup architecture (e.g. tape library and drives).	X		Yes	

#	OS, Application and Database Backup and Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.13.7	Test central/remote application backup and restore procedures based on State approved guidelines.	X		No	Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.
2.2.13.8	Perform complete/incremental backup.	X		Yes	
2.2.13.9	Monitor the backup processes.	X		Yes	
2.2.13.10	Verify the backup media integrity.	X		Yes	
2.2.13.11	Notify the State when a backup has failed.	X		No	Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.
2.2.13.12	Label backup media.	X		Yes	
2.2.13.13	Maintain backup library.	X		Yes	

#	OS, Application and Database Backup and Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.13.14	Synchronize EFS backup and restore tape rotation.	X		No	Oracle will periodically make backups of the State's production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made.
2.2.13.15	Prepare application and database for restore processes.	X		Yes	
2.2.13.16	Restore single and/or multiple objects from the EFS backup media.	X		Yes	
2.2.13.17	Restore complete and/or incremental EFS backup as required.	X		Yes	On an exception basis and subject to written approval, Oracle may assist the State to restore data which the State may have lost as a result of the State's own actions.
2.2.13.18	Monitor the EFS restore process.	X		Yes	
2.2.13.19	Store copies of the backups in a vault and/or off-site facility.	X		Yes	
2.2.13.20	Roll forward from the archive logs after a restore (i.e. point in time recovery).	X		Yes	
2.2.13.21	Validate the integrity and the consistency of the restored information.	X		Yes	
2.2.13.22	Validate the integrity and the consistency of restored information at the database layer.	X		Yes	
2.2.13.23	Validate the integrity and the consistency of restored information at the application layer.	X		Yes	
2.2.13.24	Validate the integrity and the consistency of restored information at the OS layer.	X		Yes	

#	OS, Application and Database Backup and Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.13.25	Perform business-level validation of the integrity and consistency of the restored data.		X	Yes	
2.2.13.26	Notify the State when the restore has been completed.	X		Yes	

2.2.14 Change and Release Management

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 15. Change Management and Release Management - Roles and Responsibilities

#	Change and Release Management Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.14.1	Provide EFS change and release management procedures and standards based on State policies.	X		Yes	Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.
2.2.14.2	Approve change classifications (e.g. impact, priority, risk) and change authorization process.		X	No	Oracle Cloud Operations will follow established processes for change classification and change authorizations.
2.2.14.3	Review and approve EFS change and release management policies, procedures and standards; propose changes to meet the State requirements and organization.		X	No	Oracle Cloud Operations will follow established release management policies, procedures, and standards.

#	Change and Release Management Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.14.4	Maintain overall accountability for the EFS change management activities.	X		Yes	For the Software itself. Any configuration data would be maintained/tested by the State.
2.2.14.5	Implement standard procedures and methods for each type of change including application services, interfaces, hardware, operating systems, databases, storage, network, batch schedule changes, etc.	X		Yes	Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.
2.2.14.6	Document and classify proposed changes to the EFS, which include cost and risk impact and back-out plans for changes; and establish release management plans for major changes.	X		Yes	Oracle provides release readiness documentation for minor and major enhancements
2.2.14.7	Develop and maintain a schedule of planned changes to be reviewed and approved, as required, by the State.	X		No	Oracle will deploy updates on a scheduled timeframe. The new features are turned off until the State tests, turns on and deploys the new features.
2.2.14.8	Authorize, approve, and/or alter scheduled changes for any change requests.		X	No	Oracle Cloud Operations will establish schedules for implementation of change requests.
2.2.14.9	Review release management details and alter, as appropriate, to meet the needs of the State (e.g. back out plan, go/no go decision).	X		No	Oracle will deploy updates on a scheduled timeframe. The new features are turned off until the State tests and deploys the new features.
2.2.14.10	Notify the State of changes, including the timing and impact of the change.	X		Yes	Oracle will deploy updates on a scheduled timeframe. The new features are turned off until the State tests and deploys the new features.

#	Change and Release Management Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.14.11	Coordinate change requests across service providers.	X		No	Oracle will deploy updates on a scheduled timeframe. The new features are turned off until the State tests and deploys the new features.
2.2.14.12	Manage SWAT teams for critical incidents related to the EFS.	X		No	Oracle Cloud Operations will follow established internal processes for the resolution of critical incidents.
2.2.14.13	Resolve incidents that fall across the various domains.	X		Yes	
2.2.14.14	Develop a business contingency plan (e.g. a back out plan) for each release.	X		Yes	
2.2.14.15	Document and coordinate the change management and release management schedules across the EFS, OS, hardware, database management system storage, network, facilities, etc.	X		Yes	Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.
2.2.14.16	Implement change and adhere to approved detailed release plans.	X		Yes	Oracle Cloud Operations performs changes to cloud hardware infrastructure, operating software, product software, and supporting application software that is provided by Oracle as part of the Oracle Cloud Services, to maintain operational stability, availability, security, performance, and currency of the Oracle Cloud Services. Oracle follows formal change management procedures to review, test, and approve changes prior to application in the production service.

#	Change and Release Management Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.14.17	Report on the status of scheduled changes (e.g. EFS, server, OS, infrastructure, network, integration changes, and batch job schedule).	X		Yes	Batch Job Schedules within the application are monitored by the State.
2.2.14.18	Schedule and conduct change management and release management meetings to include review of planned changes and the results of changes.	X		Yes	This responsibility is included in the standard CherryRoad M&O services included in this proposal.
2.2.14.19	Verify the changes implemented meet the objectives established by introducing the change and resolve any negative impacts.	X		Yes	This responsibility is included in the standard CherryRoad M&O services included in this proposal.
2.2.14.20	Monitor EFS changes and report the results of changes and impacts.	X		Yes	This responsibility is included in the standard CherryRoad M&O services included in this proposal.
2.2.14.21	Assess impact of EFS production changes, prior to and after the implementation of changes.	X		Yes	This responsibility is included in the standard CherryRoad M&O services included in this proposal.
2.2.14.22	Assess impact of OS changes prior to and after the implementation of the changes.	X		Yes	
2.2.14.23	Administer the version control system as it relates to release management of the State's custom configuration, extensions, etc. of the EFS.	X		Yes	This responsibility is included in the standard CherryRoad M&O services included in this proposal.
2.2.14.24	Modify configuration database, asset management items, and service catalog, if applicable, to reflect any implemented changes.	X		Yes	This responsibility is included in the standard CherryRoad M&O services included in this proposal.
2.2.14.25	Maintain master copies of new versions of the EFSs in a secured software library and update configuration databases, accessible to the State.	X		No	Oracle Cloud Services will follow its established processes for software version control.

2.2.15 Configuration Management

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 16. Configuration Management Roles and Responsibilities

#	Configuration Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.15.1	Define configuration management policies.		X	Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State.
2.2.15.2	Establish processes and procedures for tracking configuration changes.	X		Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State.
2.2.15.3	Approve configuration management processes and procedures.		X	Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State.
2.2.15.4	Utilize and maintain configuration management tools.	X		Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State.
2.2.15.5	Establish interfaces to problem and incident management, change management, technical support, maintenance and asset management processes.	X		Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State. After post-production, CherryRoad Managed Services will formulate an operational plan and continue with maintenance of associated documentation.

#	Configuration Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.15.6	Establish guidelines for physical and logical separation between development, QA, and production and the process for deploying and back out of configuration items.	X		Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State. After post-production, CherryRoad Managed Services will formulate an operational plan and continue with maintenance of associated documentation.
2.2.15.7	Approve guidelines for physical and logical separation between development, QA, and production and the process for deploying and back out of configuration items.		X	Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State. After post-production, CherryRoad Managed Services will formulate an operational plan and continue with maintenance of associated documentation.
2.2.15.8	Establish configuration baselines as reference points for rebuilds, and provide ability to revert to stable configuration states.	X		Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State. After post-production, CherryRoad Managed Services will formulate an operational plan and continue with maintenance of associated documentation.
2.2.15.9	Establish process for verifying the accuracy of configuration items, adherence to configuration management processes and identify deficiencies.	X		Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State. After post-production, CherryRoad Managed Services will formulate an operational plan and continue with maintenance of associated documentation.

#	Configuration Management - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.15.10	Provide the State with configuration management reports as required and defined by the State.	X		Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State. After post-production, CherryRoad Managed Services will formulate an operational plan and continue with maintenance of associated documentation.
2.2.15.11	Audit configuration management process and the accuracy of the configuration data.		X	Yes	CherryRoad will manage Configuration Workbook and formulate Instance Management during implementation and provide knowledge transfer to the State. After post-production, CherryRoad Managed Services will formulate an operational plan and continue with maintenance of associated documentation.

2.2.16 Capacity Management

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 17. Capacity Planning – Roles and Responsibilities

#	Capacity Planning – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.16.1	Establish a comprehensive capacity management planning process.	X		Yes	CherryRoad will assist Oracle in sizing production environment.

#	Capacity Planning – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.16.2	Utilize and implement tools that allow for the effective capacity management monitoring/trending of IT infrastructure, systems software and other IT components.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.16.3	Identify future business requirements that will alter capacity requirements; determine capacity management trends and provide reports to the State.	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.
2.2.16.4	Manage capacity plan based on requirements (e.g. number of users and new applications).	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.
2.2.16.5	Gather business requirements for additional users, new applications, etc.	X		Yes	This responsibility is included in the standard CherryRoad M&O services included in this proposal.
2.2.16.6	Utilize application capacity requirements to define database modifications and issue appropriate change requests.	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.
2.2.16.7	Utilize application capacity requirements to define OS modifications and issue appropriate change requests.	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.
2.2.16.8	Utilize application capacity requirements to define disk sub-system modifications and issue appropriate change requests.	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.

#	Capacity Planning – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.16.9	Utilize application capacity requirements to define network modifications and issue appropriate change requests.	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.
2.2.16.10	Assess capacity impacts when adding, removing or modifying applications.	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.
2.2.16.11	Perform monitoring of activities of IT resources (e.g. application, OS, server, database, network, disks, desktops, and laptops) usage to enable proactive identification of capacity and performance issues.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.16.12	Capture trending information and forecast future State capacity requirements.	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.
2.2.16.13	Assess incidents and problems related to throughput performance.	X		Yes	Within the application and within the Cloud data center, yes.
2.2.16.14	Recommend changes to system (e.g. components) to improve service performance.	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.
2.2.16.15	Assess impact, risk, and cost of capacity changes.	X		Yes	CherryRoad will assist Oracle in sizing production environment.
2.2.16.16	Maintain capacity levels to optimize the use of existing IT resources and minimize the State's costs to receive the services at the contracted service levels.	X		Yes	CherryRoad will assist Oracle in sizing production environment.

#	Capacity Planning – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.16.17	Ensure adequate capacity exists within the IT environment to meet service level agreements (SLAs) requirements (see “Appendix XXX, Service Level Agreement Requirements”), taking into account daily, weekly and seasonal variations in capacity demands.	X		Yes	Capacity and utilization data are collected and monitored by OCI. This information is taken into account when forecasting tenant needs.
2.2.16.18	Provide utilization and capacity reporting.	X		Yes	Via the Oracle MyServices Portal

2.2.17 Performance Management

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 18. System Performance Tuning and Management – Roles and Responsibilities

#	System Performance Tuning and Management – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.17.1	Develop and document service component performance requirements.	X		Yes	CherryRoad will provide industry performance benchmarks.
2.2.17.2	Approve service component performance requirements.		X	Yes	CherryRoad will provide industry performance benchmarks.
2.2.17.3	Develop and document performance management procedures that meet policies, procedures and requirements.	X		Yes	CherryRoad will provide industry performance benchmarks.
2.2.17.4	Approve performance management procedures.		X	No	Oracle will provide SLAs for system performance.
2.2.17.5	Perform service component tuning to maintain optimum performance in accordance with change management procedures.	X		Yes	Oracle will provide SLAs for system performance.
2.2.17.6	Manage service component resources (e.g. devices and traffic) to meet defined availability and performance SLAs (see “Appendix XXX, Service Level Agreement Requirements”).	X		Yes	Oracle will provide SLAs for system performance.

#	System Performance Tuning and Management – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.17.7	Provide regular monitoring and reporting of service component performance, utilization and efficiency (e.g. proactive system monitoring).	X		Yes	Oracle will provide SLAs for system performance.
2.2.17.8	Proactively evaluate, identify and recommend configuration or changes to configuration (e.g. hardware usage, index creation, index reorganization) which will enhance performance.	X		Yes	Oracle monitors the hardware that supports the Oracle Cloud Services, and currently generates alerts for monitored network components, such as CPU, memory, storage, database, and other components. Oracle Cloud Operations staff monitors alerts associated with deviations to Oracle defined thresholds and follows standard operating procedures to investigate and resolve underlying issues.
2.2.17.9	Develop improvement plans as required to meet SLAs.	X		No	Oracle will provide SLAs for system performance.
2.2.17.10	Authorize improvement plans.		X	No	Oracle will provide SLAs for system performance.
2.2.17.11	Implement improvement plans and coordinate with third-parties, as required.	X		No	Oracle will provide SLAs for system performance.
2.2.17.12	Provide technical advice and support to the application maintenance and development staff, as required.	X		No	Oracle will provide SLAs for system performance.

2.2.18 Disaster Recovery

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 19. Disaster Recovery – Roles and Responsibilities

#	Disaster Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.18.1	Define the State’s IT service continuity and disaster recovery (DR) strategy, policies, and the State’ emergency management requirements and scenarios for the ERP System.		X	Yes	The State’s IT service continuity and disaster recovery strategy will be incorporated into the Business Continuity Plan deliverable to be completed during implementation CherryRoad will implement a State-side DR plan.
2.2.18.2	Recommend best practice IT service continuity and DR strategies, policies and procedures.	X		Yes	Oracle Cloud Hosting and Delivery Policies describe the Oracle Cloud Service Continuity Policy, Oracle Cloud Services High Availability Strategy, Oracle Cloud Services Backup Strategy and Oracle Cloud Service Level Agreement. Service-specific Pillar documents provide additional information about specific cloud services: https://www.oracle.com/corporate/contracts/cloud-services/hosting-deliverypolicies.html CherryRoad will implement a State-side DR plan.

#	Disaster Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.18.3	Define the State's data (e.g. file system, database, and flat files) replication, backup and retention requirements.		X	Yes	<p>CherryRoad will include the State's data replication, backup and retention requirements in the Business Continuity Plan deliverable completed during implementation. For EFS, the requirements will be consistent with the Oracle standard SLAs for Disaster Recovery.</p> <p>CherryRoad will implement a State-side DR plan.</p>
2.2.18.4	Develop and maintain a detailed DR plan to achieve State requirements. The DR plan shall include, but not be limited to back-ups, storage management, and contingency operations to provide for recovering the State's EFS within an established recovery timeframes.	X		Yes	<p>Oracle Cloud Hosting and Delivery Policies describe the Oracle Cloud Service Continuity Policy, Oracle Cloud Services High Availability Strategy, Oracle Cloud Services Backup Strategy and Oracle Cloud Service Level Agreement. Service-specific Pillar documents provide additional information about specific cloud services: https://www.oracle.com/corporate/contracts/cloud-services/hosting-deliverypolicies.html</p> <p>CherryRoad will implement a State-side DR plan.</p>

#	Disaster Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.18.5	Determine key infrastructure components to support the DR strategy.	X		Yes	<p>Oracle Cloud Hosting and Delivery Policies describe the Oracle Cloud Service Continuity Policy, Oracle Cloud Services High Availability Strategy, Oracle Cloud Services Backup Strategy and Oracle Cloud Service Level Agreement. Service-specific Pillar documents provide additional information about specific cloud services: https://www.oracle.com/corporate/contracts/cloud-services/hosting-deliverypolicies.html</p> <p>CherryRoad will implement a State-side DR plan.</p>
2.2.18.6	Implement DR infrastructure in alternate DR data centers and establish all network connectivity.	X		Yes	<p>Oracle's corporate Disaster Recovery (DR) plan focuses on the resiliency of computing infrastructure supporting Oracle's internal operations. Oracle's production data centers are geographically separated and have component and power redundancy, with backup generators in place for availability of data center resources in case of an impacting event. Oracle's DR plan leverages this separation of data centers in conjunction with other recovery strategies to both protect against disruption and enable recovery of services. This plan is Oracle Confidential.</p> <p>CherryRoad will implement a State-side DR plan.</p>

#	Disaster Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.18.7	Identify appropriate resources, including an appropriately qualified emergency coordinator, that support State's emergency preparedness requirements.	X		Yes	During Implementation, CherryRoad will complete the Business Continuity Plan deliverable that will identify resources to support the State's emergency preparedness requirements. CherryRoad will implement a State-side DR plan.
2.2.18.8	Establish processes to ensure IT service continuity, DR and emergency management plans are kept up-to-date and reflect changes in the State's environment and requirements.	X		Yes	Oracle's Information Technology organization conducts an annual DR exercise designed to assess our DR plans. Lessons learned from the exercise are implemented as deemed appropriate into standard operations and DR procedures as appropriate. These reports are Oracle Confidential. CherryRoad will implement a State-side DR plan.
2.2.18.9	Review and approve DR plan.		X	Yes	The State will have an opportunity to review and approve the Business Continuity Plan deliverable to be completed during Implementation.
2.2.18.10	Establish IT service continuity and DR test requirements.	X		Yes	For the SaaS Service. CherryRoad will implement a State-side DR plan.
2.2.18.11	Assist the State in IT service continuity, DR and emergency management activities, as requested.	X		Yes	This responsibility is included in the proposed CherryRoad M&O services.

#	Disaster Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.18.12	Perform scheduled IT service continuity, DR and emergency management tests per State-approved policies and procedures.	X		Yes	Oracle's Information Technology organization conducts an annual DR exercise designed to assess our DR plans. Lessons learned from the exercise are implemented as deemed appropriate into standard operations and DR procedures as appropriate. These reports are Oracle Confidential.
2.2.18.13	Coordinate involvement of State personnel for IT services continuity and DR testing.		X	Yes	CherryRoad will coordinate State personnel as defined by the Business Continuity Plan deliverable completed during implementation.
2.2.18.14	Track and report IT service continuity and DR test results to the State.	X		Yes	Oracle's Information Technology organization conducts an annual DR exercise designed to assess our DR plans. Lessons learned from the exercise are implemented as deemed appropriate into standard operations and DR procedures as appropriate. These reports are Oracle Confidential. CherryRoad will implement a State-side DR plan.
2.2.18.15	Develop action plan to address any issues arising from IT service continuity and DR testing results.	X		Yes	Oracle will be responsible for performing DR tests in accordance with the SaaS SLAs. CherryRoad M&O resources will be responsible for developing an action plan to address IT service continuity consistent with the Business Continuity Plan deliverable developed during the implementation. CherryRoad will implement a State-side DR plan.

#	Disaster Recovery - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.18.16	Implement approved action plan and provide ongoing status until the State's requirements are met.	X		Yes	Oracle will be responsible for performing DR tests in accordance with the SaaS SLAs. CherryRoad M&O resources will be responsible for implementing approved action plans to address IT service continuity consistent with the Business Continuity Plan deliverable developed during the implementation. CherryRoad will implement a State-side DR plan.
2.2.18.17	Initiate the IT service continuity and DR plan in the event of State IT service continuity and DR event and notify all third-party service providers pursuant to the DR policies and procedures.		X	Yes	CherryRoad will implement a State-side DR plan.
2.2.18.18	Initiate the emergency operations center plan in response to the State-declared Emergency.		X	Yes	CherryRoad will implement a State-side DR plan.
2.2.18.19	Initiate the IT service continuity and DR plan in the event of a third-party service provider DR situation and notify the State per DR policies and procedures.	X		Yes	CherryRoad will implement a State-side DR plan.
2.2.18.20	Coordinate with the State during a State-declared IT service continuity and DR situation, a State-declared emergency requiring third-party service provider support of the State emergency operations center, as well as any third-party service provider-declared IT service continuity and DR situation per approved policies and procedures.	X		Yes	CherryRoad M&O resources will be responsible for coordinating with the State and third-party service providers as defined by the Business Continuity Plan deliverable developed during the implementation.

2.2.19 Break Fix Support Services

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 20. Break Fix Support Services – Roles and Responsibilities

#	Break Fix Support Services – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.19.1	Design, build and test application fixes.	X		Yes	For the Oracle Software and CherryRoad-developed objects.
2.2.19.2	Design, build and test infrastructure fixes.	X		Yes	For the Oracle SaaS infrastructure only
2.2.19.3	Perform User Acceptance Testing and approve fixes.		X	No	For Break Fix support services, Oracle will perform user acceptance testing and will approve fixes that are to be implemented. CherryRoad will test all developed objects along with any associated fixes.
2.2.19.4	Perform unit testing of fixes.	X		Yes	For the Oracle SaaS software. CherryRoad will test all developed objects along with any associated fixes
2.2.19.5	Integration and system testing of fixes.	X		Yes	Testing integrations and interface fixes will be the responsibility of CherryRoad M&O services as assigned by the State. CherryRoad will test all developed objects along with any associated fixes
2.2.19.6	Coordinate migration of changes to production following the proposed change and release procedures.	X		Yes	

#	Break Fix Support Services – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.19.7	Provide on-site support for the first two occurrences of each of the following cycles: quarter-end, calendar year-end, and fiscal year-end.	X		Yes	CherryRoad will provide on demand application support for M&O. The State will direct CherryRoad on how those services will be performed, which may include on-site support as needed. The onsite support would not exceed the total M&O support services included in the M&O services included in this proposal.

2.2.20 Continuous Improvement Services

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 21. Continuous Improvement Services - Roles and Responsibilities

#	Continuous Improvement Services - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.20.1	Assist the State in defining the State future projects and requirements for EFS hosting (e.g. system strategy, availability, capacity, performance, and IT continuity services).	X		Yes	The CherryRoad Service Deliver Manager will coordinate efforts with the CherryRoad Executive Sponsor, State stakeholders, and Oracle in defining the State future projects and requirements for EFS hosting.
2.2.20.2	Document all requirements in State-approved format (e.g. system specifications, data models, network design schematics) including acceptance criteria.	X		Yes	The CherryRoad Service Deliver Manager will coordinate efforts with the CherryRoad Oracle Cloud analysts to document all requirements in the State-approved format.
2.2.20.3	Approve all requirements documents.		X	Yes	

#	Continuous Improvement Services - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.20.4	Develop design specifications.	X		Yes	CherryRoad Oracle Cloud analysts will perform the following tasks: <ol style="list-style-type: none"> 1. Create application design documents from business, functional and technical requirements. 2. Document and recommend implementation/ development/technical options to the State.
2.2.20.5	Review and approve design specifications.		X	Yes	
2.2.20.6	Perform engineering functions required to implement design plans for additional or new products and services.	X		Yes	CherryRoad Oracle Cloud analysts will perform the following tasks: <ol style="list-style-type: none"> 1. Configure and maintain the configuration management environment (DEV) and perform unit testing. 2. Manage the test (TST) environment and associated test data, and coordinate client testing if needed. 3. Perform prototype activities if needed. 4. Document migration instructions and assist with deployment to production.

#	Continuous Improvement Services - Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.20.7	Implement approved EFS related changes.	X		Yes	CherryRoad Oracle Cloud analysts will perform the following tasks: 1. Configure and maintain the configuration management environment (DEV) and perform unit testing. 2. Manage the test (TST) environment and associated test data, and coordinate client testing if needed. 3. Perform prototype activities if needed. 4. Document migration instructions and assist with deployment to production.
2.2.20.8	Conduct annual planning for technology refresh in compliance with software vendor licensing, specifications and upgrades.	X		Yes	CherryRoad Service Deliver Manager will coordinate efforts with CherryRoad Executive Sponsor, State stakeholders, and Oracle to conduct annual planning of these activities.
2.2.20.9	Keep all Documentation current as break-fix services are completed and upgrades are deployed (system, training, and user). Also continuous process improvement services, i.e., making minor enhancements as requested by the State.	X		Yes	CherryRoad Service Deliver Manager will be responsible to keep all documentation current and maintain copies on a web-based collaborative platform, such as MS SharePoint.

2.2.21 Minor Enhancements and Ad-Hoc Requests

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 22. Minor Enhancements and Ad-Hoc Requests – Roles and Responsibilities

#	Minor Enhancement and Ad-Hoc Requests – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.21.1	Capture and verify service request (e.g. new report and configuration change).	X		Yes	CherryRoad Service Delivery Manager and Oracle Cloud analysts will work together to perform the following tasks: <ol style="list-style-type: none"> 1. Document business, functional and technical requirements in agreed upon formats. 2. Develop and maintain requirements traceability matrices. 3. Maintain and enhance a standard for prioritization and justification for all managed services requests and activities.
2.2.21.2	Maintain backlog of requests.	X		Yes	The CherryRoad Service Delivery Manager will be responsible for tracking and maintaining the backlog of requests using CherryRoad helpdesk ITSM software.
2.2.21.3	Create conceptual and functional Design.	X		Yes	CherryRoad Oracle Cloud analysts will perform the following tasks: <ol style="list-style-type: none"> 1. Create functional design documents from business, functional and technical requirements. 2. Document and recommend implementation/development/ technical options to the State.

#	Minor Enhancement and Ad-Hoc Requests – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.21.4	Create technical design and document the design.	X		Yes	CherryRoad Oracle Cloud analysts will perform the following tasks: 1. Create technical design documents from business, functional and technical requirements. 2. Develop data models if required and appropriate. 3. Document and recommend implementation/development/ technical options to the State.
2.2.21.5	Estimate effort, perform application impact assessment, and determine if the request is within the minor enhancement level of effort of 80 hours.	X		Yes	CherryRoad Oracle Cloud analysts will perform the following tasks: 1. Provide cost and schedule estimates, and impact analyses, for potential application enhancement and maintenance activities. 2. Ensure that all approved projects are incorporated into the work plan update processes and prioritized accordingly.
2.2.21.6	Review and approve ad hoc requests.		X	Yes	
2.2.21.7	Create and review application configuration change/modification plans.	X		Yes	CherryRoad Oracle Cloud analysts will create the application configuration changes in the format approved by the State.
2.2.21.8	Conduct walk-through review of configuration change/modification.	X		Yes	CherryRoad Oracle Cloud analysts will conduct walk-through review of configuration changes and provide knowledge transfer to the State's staff.
2.2.21.9	Program, compile and document configuration changes/modifications.	X		Yes	CherryRoad Oracle Cloud analysts will program, compile and document configuration changes/ modifications.

#	Minor Enhancement and Ad-Hoc Requests – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.21.10	Perform unit testing on all changes.	X		Yes	Unit testing will be performed by CherryRoad Oracle analysts for all configuration and development changes in the configuration management environment (DEV).
2.2.21.11	Perform string testing.	X		Yes	String testing will be performed by CherryRoad Oracle analysts for all configuration and development changes in the configuration management environment (DEV) and other additional test environments, if needed.
2.2.21.12	Perform integration testing.	X		Yes	Integration testing will be performed by CherryRoad Oracle analysts for all configuration and development in test (TST) environment.
2.2.21.13	Perform regression testing.	X		Yes	Integration testing will be performed by CherryRoad Oracle analysts for all configuration and development in test (TST) and other additional test environments, if needed.
2.2.21.14	Perform user acceptance testing for all changes.		X	Yes	
2.2.21.15	Plan and manage end-user training and adoption of modifications.	X		Yes	CherryRoad Oracle Cloud analysts will plan and manage end-user training and adoption of modifications.
2.2.21.16	Deliver end-user training.		X	Yes	
2.2.21.17	Update user documentation and training materials.		X	Yes	

#	Minor Enhancement and Ad-Hoc Requests – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.21.18	Maintain technical architecture documentation.	X		Yes	CherryRoad Service Delivery Manager will work with Oracle Infrastructure Architect to maintain technical architecture documentation and keep them current on a web-based collaborative platform such as MS SharePoint.
2.2.21.19	Evaluate impact on applications DR plan and coordinate and update the change in the DR plans, if applicable.	X		Yes	CherryRoad Service Delivery Manager will work with Oracle Infrastructure Architect to evaluate impact on applications DR plan and keep them current on a web-based collaborative platform such as MS SharePoint.
2.2.21.20	Evaluate impact on system capacity and performance.	X		Yes	CherryRoad Service Delivery Manager will work with Oracle Infrastructure Architect to evaluate impact on system capacity and performance.

2.2.22 Documentation

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 23. Documentation – Roles and Responsibilities

#	Documentation – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.22.1	Create and modify existing documentation.	X		Yes	The CherryRoad Service Delivery Manager will work with various parties to perform this task and ensure documentation is organized and current a web-based collaborative platform, such as MS SharePoint.

#	Documentation – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.22.2	Maintain overall accountability for management of documentation.	X		Yes	The CherryRoad Service Delivery Manager will work with various parties to perform this task and ensure documentation is organized and current a web-based collaborative platform, such as MS SharePoint.
2.2.22.3	Update existing documentation as required in order to enhance or improve quality of documentation.	X		Yes	The CherryRoad Service Delivery Manager will work with various parties to perform this task and ensure documentation is organized and current a web-based collaborative platform, such as MS SharePoint.
2.2.22.4	For EFS and in-scope application functionality, update existing documentation in order to enhance or improve quality of documentation.	X		Yes	The CherryRoad Service Delivery Manager will work with various parties to perform this task and ensure documentation is organized and current a web-based collaborative platform, such as MS SharePoint.
2.2.22.5	Update existing EFS documentation as required in order to enhance or improve the quality of the documentation.	X		Yes	The CherryRoad Service Delivery Manager will work with various parties to perform this task and ensure documentation is organized and current a web-based collaborative platform, such as MS SharePoint.
2.2.22.6	Update existing document for infrastructure (e.g. operating system, disk, and network) in order to enhance or improve the quality of the documentation.	X		Yes	The CherryRoad Service Delivery Manager will work with various parties to perform this task and ensure documentation is organized and current a web-based collaborative platform, such as MS SharePoint.
2.2.22.7	Document problem/request resolution in the help desk tool utilized by the State.	X		Yes	The CherryRoad Service Delivery Manager will work with various parties to ensure problem/request resolution is documented in the help desk tool utilized by the State.

#	Documentation – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.22.8	Create new documentation for enhancements.	X		Yes	CherryRoad Oracle Cloud analysts will be responsible for creating new documentation for enhancements.
2.2.22.9	Create user documentation for enhancements.	X		Yes	CherryRoad Oracle Cloud analysts will be responsible for creating user documentation for enhancements.
2.2.22.10	Create technical documentation for enhancements.	X		Yes	CherryRoad Oracle Cloud analysts will be responsible for creating technical documentation for enhancements.
2.2.22.11	Create documentation to address existing gaps in documentation of current application configuration and functionality.	X		Yes	CherryRoad Oracle Cloud analysts will be responsible for creating fit/gap analysis documentation.

2.2.23 Service Management and Quality Assurance (QA)

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 24. Service Management and Quality Assurance - Roles and Responsibilities

#	Service Management and QA- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.23.1	Propose account management structure, planning and procedures.	X		Yes	The CherryRoad Service Delivery Manager will work with the State stakeholders to define operational and relationship governance and document the same in the CherryRoad Managed Services Operational Procedures Guide.
2.2.23.2	Review account management structure, planning and procedures and propose changes to align with the State requirements and organization.		X	Yes	

#	Service Management and QA- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.23.3	Maintain and implement account management structure, planning and procedures accordingly.	X		Yes	The CherryRoad Service Delivery Manager will work with the State stakeholders to define operational and relationship governance and document the same in the CherryRoad Managed Services Operational Procedures Guide.
2.2.23.4	Develop a service order process that clearly defines how to order change or delete services.	X		Yes	The CherryRoad Service Delivery Manager will work with the State stakeholders to define the Change Order process and document the same in the CherryRoad Managed Services Operational Procedures Guide.
2.2.23.5	Recommend criteria and formats for administrative, service activity and SLA reporting.	X		Yes	The CherryRoad Service Delivery Manager will work with the State stakeholders on these tasks and provide service activity and SLA metrics in the Managed Services Monthly Management Report.
2.2.23.6	Approve criteria and formats for administrative, service activity and SLA reporting.		X	Yes	
2.2.23.7	Develop and implement customer satisfaction program for tracking the quality of service delivery.	X		Yes	Customer satisfaction surveys can be configured in CherryRoad helpdesk ITSM software; tracking and reporting of service delivery quality will be provided in the Managed Services Monthly Management Report.

#	Service Management and QA- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.23.8	Provide reporting (e.g. statistics, trends, audits).	X		Yes	The following are standard reports provided by CherryRoad Managed Services: <ul style="list-style-type: none"> • Weekly reporting – Report of ticket progress (New, Open, Closed) • Monthly reporting – <ul style="list-style-type: none"> ○ Status of all Incident and Service requests closed for the previous month ○ Status of open Incidents and Service Requests ○ SLA metrics ○ Customer satisfaction ○ Trend analysis of incidents and problems
2.2.23.9	Receive business requests, monitor and report progress to business.		X	Yes	
2.2.23.10	Prioritize and approve major project or service requests.		X	Yes	
2.2.23.11	Approve requests requiring EFS configuration changes.		X	Yes	
2.2.23.12	Maintain prioritization of project or major service requests.		X	Yes	
2.2.23.13	■ Schedule and lead super user meetings		X	Yes	
2.2.23.14	■ Attend super user meetings		X	Yes	
2.2.23.15	Maintain and document EFS SLAs.		X	Yes	
2.2.23.16	■ Super user team meetings		X	Yes	
2.2.23.17	■ Maintain and document application and database SLAs		X	Yes	

#	Service Management and QA- Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.23.18	<ul style="list-style-type: none"> ■ Maintain and document SLAs for infrastructure and support components 		X	No	Oracle will maintain and document SLAs for infrastructure components of the EFS solution
2.2.23.19	Perform quality assurance and quality control programs.		X	Yes	
2.2.23.20	Establish operations and service management quality assurance and control programs.		X	Yes	
2.2.23.21	<ul style="list-style-type: none"> ■ Assess and document stakeholder expectations 		X	Yes	
2.2.23.22	<ul style="list-style-type: none"> ■ Perform quality management assessment reviews and communicate to stakeholders 		X	Yes	
2.2.23.22	<ul style="list-style-type: none"> ■ Monitor progress against quality management assessment action items 		X	Yes	
2.2.23.23	Provide application SLA reporting based on agreed upon form and format.	X		Yes	CherryRoad Service Delivery Manager will provide SLA metrics in form and format agreed upon with the State.

2.2.24 Service Level Reporting

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 25. Service Level Reporting– Roles and Responsibilities

#	Service Level Reporting – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.24.1	Approve and document SLAs and reporting cycles.		X	No	Oracle Cloud Services will document SLAs according to establish reporting cycles.
2.2.24.2	Document SLA requirements and agreements.		X	No	Oracle Cloud Services will document SLAs according to established standards.

#	Service Level Reporting – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.2.24.3	Report on service performance improvement results.	X		No	Oracle reports to the customer their uptime statistics via the Cloud Service Portal.
2.2.24.4	Measure, analyze, and provide management reports on performance relative to requirements.	X		No	Oracle reports to the customer their uptime statistics via the Cloud Service Portal.
2.2.24.5	Develop SLA improvement plans where appropriate.	X		No	Oracle reports to the customer their uptime statistics via the Cloud Service Portal.
2.2.24.6	Review and approve improvement plans.		X	No	Where improvements relative to service levels are required, Oracle will determine the improvement plans.
2.2.24.7	Implement improvement plans.	X		No	Oracle reports to the customer their uptime statistics via the Cloud Service Portal.
2.2.24.8	Review and approve SLA metrics and performance reports.		X	No	Oracle Cloud Services will provide SLA metrics and performance reports according to Oracle's established reporting processes.

2.3 Business Process Outsourcing (Optional)

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 26. Business Process Outsourcing - Roles and Responsibilities

#	Business Processing Outsourcing – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.3.1	Print and distribute paychecks and deposit advices.	X		No	CherryRoad has not included this optional service in our proposal.
2.3.2	Print and distribute vendor checks.	X		No	CherryRoad has not included this optional service in our proposal.

#	Business Processing Outsourcing – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.3.3	Generate Internal Revenue Service (IRS) related forms and reports including, but not limited to 941, W-2, W-2C, 1099.	X		No	CherryRoad has not included this optional service in our proposal.
2.3.4	Establish printing services in Hawaii on the Island of Oahu.	X		No	CherryRoad has not included this optional service in our proposal.

2.4 Project Team Facilities (Optional)

Offerors shall respond “Yes” or “No” to each requirement in the table below. A “No” response without providing a comment may cause the Offer to be rejected.

Table 27. Project Team Facilities - Roles and Responsibilities

#	Project Team Facilities – Roles and Responsibilities	Offeror	State	Offeror Response	Offeror Comment
2.4.1	Provide Project Team Facilities sufficient to support co-located Offeror and State staff during the execution of Implementation Services (e.g. conference rooms, furniture, testing and training labs; workstations, printers, Internet and network connectivity).	X		Yes	CherryRoad will provide project team facilities at our office in downtown Honolulu, Hawaii. The office address is 711 Kapiolani Blvd, Suite 975, Honolulu, HI 96813
2.4.2	Establish Project Team Facilities within the Civic Center, downtown Honolulu, Hawaii	X		Yes	CherryRoad will provide project team facilities at our office in downtown Honolulu, Hawaii. The office address is: 711 Kapiolani Blvd, Suite 975, Honolulu, HI 96813



Appendix F – Service Level Agreement Requirements

RFP-ERP-2020

1.0 Overview

The State owns the EFS configuration, custom developed/bolt-on applications, and any data entered into EFS by the State. The Offeror shall meet Service Level Agreement (SLAs) commitments and requirements during Implementation and Ongoing Services at all times. SLAs will be evaluated on the sufficiency of descriptions and definitions, breadth of solution coverage, commitment to meeting industry standards, reporting capability, clarity of performance standards and service credit calculations, and ability to meet other SLA requirements in this RFP.

2.0 Implementation and Ongoing Services SLAs

2.1 Offeror Solution SLAs

The Offeror shall provide all SLAs applicable to their proposed solutions, including but not limited to system availability, recovery time, incident response time, and incident resolution time and so forth, in successful achievement of service level requirement goals for this RFP.

Oracle Response:

Application SLA:

Commencing at Oracle's activation of Your production Oracle Cloud Service, Oracle works to meet the Target Service Availability Level, or Target Service Uptime of 99.7%. This is in accordance with the terms set forth in the Cloud Service Pillar documentation for the applicable Oracle Cloud Service (or such other Target Service Availability Level or Target Service Uptime specified by Oracle for the applicable Oracle Cloud Service in such documentation).

The foregoing is contingent on Your adherence to Oracle's recommended minimum technical configuration requirements for accessing and using the Oracle Cloud Services from Your network infrastructure and Your user work stations as set forth in the Program Documentation for the applicable Oracle Cloud Services.

Support SLA:

Service requests for Oracle Cloud Services may be submitted by your designated technical contacts via the Oracle Cloud Customer Support Portal. The severity level of a service request submitted by you is selected by both you and Oracle, and is based on the following severity definitions:

- Severity 1 – Your production use of the Oracle Cloud Services is stopped or so severely impacted that you cannot reasonably continue work. You experience a complete loss of service. The impacted operation is mission critical to the business and the situation is an emergency. A Severity 1 service request has one or more of the following characteristics:
 - Data corrupted
 - A critical documented function is not available
 - Service hangs indefinitely, causing unacceptable or indefinite delays for resources or response
 - Service crashes, and crashes repeatedly after restart attempts

- Oracle will use reasonable efforts to respond to Severity 1 service requests within fifteen (15) minutes. Oracle will work 24x7 until the Severity 1 service request is resolved, a reasonable work-around is put in place, or as long as useful progress can be made. You must provide Oracle with a technical contact during this 24x7 period to assist with data gathering, testing, and applying fixes. You are required to propose this severity classification with great care, so that valid Severity 1 situations obtain the necessary resource allocation from Oracle.
- Severity 2 – You experience a severe loss of service. Important features of the Oracle Cloud Services are unavailable with no acceptable workaround; however, operations can continue in a restricted fashion. Oracle will use reasonable efforts to respond to Severity 2 service requests within two (2) hours during local business hours.
- Severity 3 – You experience a minor loss of service. The impact is an inconvenience, which may require a workaround to restore functionality. Oracle will use reasonable efforts to respond to Severity 3 service requests within three (3) hours during local business hours.
- Severity 4 – You request information, enhancement, or documentation clarification regarding the Oracle Cloud Services, but there is no impact on the operation of such service. You experience no loss of service. Oracle will use reasonable efforts to respond to Severity 4 service requests within eight (8) hours during local business hours

Disaster Recovery SLA:

Recovery time objective (RTO) is Oracle’s objective for the maximum period of time between Oracle’s decision to activate the DR recovery processes described in this document and the point at which You can resume production operations in an alternative site.

Recovery point objective (RPO) is Oracle’s objective for the maximum period of data loss measured as the time from which the first transaction is lost until Oracle’s declaration of the disaster.

The defined RTO is 12 hours and RPO is 1 hour for Oracle Fusion Human Capital Management Cloud Service and Oracle Fusion Enterprise Resource Planning Cloud Service.

2.2 Go-Live Support and M&O (Maintenance and Operations) Services SLAs

The Definitions and SLAs in the table below apply to both Go-Live Support

Table 1. EFS Availability Definitions

Definition	The percentage of total time during which all functions of the EFS is available to the State except for scheduled maintenance.
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Pre-Scheduled Downtime Requirements	<p>All pre-scheduled system downtime, unless otherwise agreed upon in advance by the State, will occur:</p> <ul style="list-style-type: none"> a. For the Production systems with 24x7x365 requirements—all pre-scheduled maintenance shall be performed based on the State’s business needs and during approved maintenance windows only. b. For non-Production systems having non-24x7x365 requirements—pre-scheduled maintenance shall be performed based on the State’s business needs and during approved maintenance windows only.
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Table 2. General System Availability Definitions

General System Availability Service Classes	
SLA Classification	System Type
Services Class 1	Production system environment
Services Class 2	Test environment
Services Class 3	Development environments

Following is the expectation of the State for Go-Live and M&O SLAs. Offerors shall respond “Yes” or “No” to each requirement in the table below. “No” response shall provide a comment. If the SLAs below do not fit Offeror’s SLA policy, Offeror may provide explanation in the comment or attach a separate document as needed to clearly describe Offeror’s proposed process. Offeror shall include, at minimum, same requested information or equivalent information.

Urgency	Impact	Offeror Response	Offeror Comment
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<p>Level 1 - Emergency - System outage on Service Class 1.</p> <ul style="list-style-type: none"> • SLA for responding to Defect call is 15 minutes, includes acknowledging Defect, logging Defect in the Problem Report Database and providing a ticket/tracking number to the caller. • SLA for reporting assessment or resolution and estimated fix date/time for all System components is 2 clock hours. • SLA for using best efforts to correct Defect associated with System component is 12 clock hours. • SLA for correction of Defect or workaround associated with System component is 24 clock hours. <p>Note: This includes all layers (application, database, and connectivity).</p>	<p>Critical</p>	<p>Yes</p>	<p>Your production use of the Oracle Cloud Services is stopped or so severely impacted that You cannot reasonably continue work. You experience a complete loss of service. The impacted operation is mission critical to the business and the situation is an emergency. A Severity 1 service request has one or more of the following characteristics:</p> <ul style="list-style-type: none"> • Data corrupted • A critical documented function is not available • Service hangs indefinitely, causing unacceptable or indefinite delays for resources or response • Service crashes, and crashes repeatedly after restart attempts <p>Oracle will use reasonable efforts to respond to Severity 1 service requests within fifteen (15) minutes. Oracle will work 24x7 until the Severity 1 service request is resolved, a reasonable work-around is put in place, or as long as useful progress can be made. You must provide Oracle with a technical contact</p>
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			<p>during this 24x7 period to assist with data gathering, testing, and applying fixes. You are required to propose this severity classification with great care, so that valid Severity 1 situations obtain the necessary resource allocation from Oracle.</p>
<p>Level 2 - Disabled, No Workaround – A System function or System component does not work as required, and no acceptable workaround is available.</p> <ul style="list-style-type: none"> • SLA for responding to Defect call is 15 minutes, includes acknowledging Defect, logging Defect in the Problem Report Database and providing a ticket/tracking number to the caller. • SLA for reporting assessment or resolution and estimated fix date/time for all System components is 2 clock hours for Service Class 1 and 4 hours for Service Class 2 or 3. • SLA for using best efforts to correct Defect associated with System component is 24 clock hours. • SLA for correction of Defect or workaround associated with System component is 48 clock hours. <p>Note: This includes all layers (application, database, and connectivity).</p>	Critical	Yes	<p>As soon as the SR is created by the State, a SR number is assigned.</p> <p>Oracle defines Severity 2 as You experience a severe loss of service. Important features of the Oracle Cloud Services are unavailable with no acceptable workaround; however, operations can continue in a restricted fashion.</p> <p>Oracle will respond to the State within 2 hours. Oracle will update the SR on a frequency of 24 to 48 hours.</p>

<p>Level 3 - Disabled, Workaround – A System function or System component does not work as required, but a workaround that is acceptable to State is available.</p> <ul style="list-style-type: none"> • SLA for responding to Defect call is 1 hour, includes acknowledging Defect, logging Defect in the Problem Report Database and providing a ticket/tracking number to the caller. • SLA for reporting assessment or resolution and estimated fix date/time for all System components is 8 clock hours for Service Class 1 and 12 hours for Service Class 2 or 3. • SLA for using best efforts to correct Defect associated with System component is 5 calendar days. <p>SLA for correction of Defect associated with System component is 8 calendar days.</p> <p>Note: This includes all layers (application, database, and connectivity).</p>	High	Yes	<p>As soon as the SR is created by the State, an SR number is assigned.</p> <p>Oracle defines Severity 3 as You experience a minor loss of service. The impact is an inconvenience, which may require a workaround to restore functionality.</p> <p>Oracle will respond to the State within 3 hours. Oracle will update the SR on a frequency of 2 to 3 business days.</p>
<p>Level 4 - Minor - Non-critical but having a negative effect on one or more System functions or System components.</p> <ul style="list-style-type: none"> • SLA for responding to Defect call is 1 hour, includes acknowledging Defect, logging Defect in the Problem Report Database and providing a ticket/tracking number to the caller. • SLA for reporting assessment or resolution and estimated fix date/time for all System components is 24 clock hours for all Service Classes. • SLA for using best efforts to correct Defect associated with System component is 8 calendar days. • SLA for correction of problem associated with System component is 11 calendar days. <p>Note: This includes all layers (application, database, and connectivity).</p>	Medium	Yes	<p>As soon as the SR is created by the State, an SR number is assigned.</p> <p>Oracle defines Severity 4 as You request information, enhancement, or documentation clarification regarding the Oracle Cloud Services, but there is no impact on the operation of such service. You experience no loss of service.</p> <p>Oracle will respond to the State within 8 hours. Oracle will update the SR on a frequency of 3 to 5 business days.</p>

2.3 System Operations and Administration SLAs

Offerors shall respond with a description of the service that is provided for each item in the table below.

Table 3. EFS Operations and Administration SLAs

#	System Operations and Administration SLAs	Offeror Response
2.3.1	EFS upgrade, enhancement pack, etc.	Upgrades, which Oracle calls Updates and delivered via continuous delivery model, are conducted Quarterly. Updates take less than 9 hours downtime.
2.3.2	EFS copy (cloning)	Cloning can occur upon customer request by entering a Service Request with Oracle Support for the copy from production to test or test to test.
2.3.3	EFS Patches, etc.	Oracle Cloud Infrastructure has a robust patch management solution that ensures vulnerabilities are evaluated, and patches are deployed across the environment based upon criticality. OCI vulnerability severity is assessed based upon Common Vulnerability Scoring System (CVSS) scoring, and remediation SLAs timelines are based upon the assigned severity and possible business impact.
2.3.4	Incident related (unplanned) Stop/Start	Please review the Support SLA's that are discussed in 2.2 above.
2.3.5	Scheduled (planned) Stop/Start	Oracle provides quarterly updates where the system may be unavailable for up to 9 hours.
2.3.6	Performance Tuning	Oracle Cloud Infrastructure uses a variety of software tools to monitor (i) the availability and performance of customer's production services environment and (ii) the operation of infrastructure and network components. This information is used to verify that Oracle Cloud Infrastructure is meeting all of its requirements. Oracle Cloud Infrastructure also publishes SLAs for its services.

2.4 Backup and Restore SLAs

Offerors shall implement and maintain backup and restoration capabilities for all data, applications, and component configurations. Offerors shall perform incremental backups, full backups, and full archive backups according to the industry best backup and restore practice. Recovery procedures will be capable of restoring service delivery for failed data, applications, and component

configurations according to the Restore SLAs. Furthermore, it is required that EFS backup/restore procedures must guarantee data integrity across landscapes.

Oracle Response:

Oracle periodically makes backups of Your production data in the Oracle Cloud Services for Oracle's sole use to minimize data loss in the event of an incident. Backups are stored at the primary site used to provide the Oracle Cloud Services, and may also be stored at an alternate location for retention purposes. A backup is typically retained online or offline for a period of at least 60 days after the date that the backup is made. Oracle typically does not update, insert, delete or restore Your data on Your behalf. However, on an exception basis and subject to written approval, Oracle may assist You to restore data which You may have lost as a result of Your own actions.

Oracle has identified certain critical internal infrastructure systems that are backed up and can be restored. For these systems, Oracle performs the following backups as applicable:

- Database: Full and incremental backups are created on physical and/or electronic media.
- Archive logs: Full and incremental backups are created on physical and/or electronic media

2.5 Disaster Recovery SLAs

Offerors shall respond with a description of their disaster recovery methods and timeframe in the table below. The State would prefer a disaster recovery site not located in the Hawaiian Islands, to mitigate a local natural disaster.

Table 4. Disaster Recovery SLAs

#	Service Type	Service Measure	Performance Requirement	Offeror Response
2.5.1	Disaster Recovery – recovery of application and systems in a separate disaster recovery location(s)	Recovery Time	48 Hours	<p>Recovery time objective (RTO) is Oracle’s objective for the maximum period of time between Oracle’s decision to activate the DR recovery processes described in this document and the point at which You can resume production operations in an alternative site.</p> <p>Recovery point objective (RPO) is Oracle’s objective for the maximum period of data loss measured as the time from which the first transaction is lost until Oracle’s declaration of the disaster.</p>

				The defined RTO is 12 hours and RPO is 1 hour for Oracle Fusion Human Capital Management Cloud Service and Oracle Fusion Enterprise Resource Planning Cloud Service.
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3.0 SLA Performance Standards and Service Credits

Offeror shall describe method of applying service credits for non-compliance with any of the SLAs provided, including requirements described in this document, and how those service credits are applied to future service and maintenance costs.

Oracle Response:

As stated in the Oracle Public Cloud SaaS Services Pillar document (<https://www.oracle.com/assets/saas-public-cloud-services-pillar-3610529.pdf>):

For any month in which the Service Availability Level of the affected Oracle SaaS Public Cloud Services is below the applicable Target Service Availability Level (or Target Service Uptime) during a monthly reporting period, you are eligible to receive Service Credits as a percentage of the monthly Applicable Cloud Services Fees:

- 10% when Service Availability Level is less than 99.7% but greater than 99.5% in the applicable calendar month.
- 15% when the Service Availability Level is equal to or less than 99.5% but greater than 99.0% in the applicable calendar month.
- 25% when the Service Availability Level is less than or equal to 99.0% in the applicable calendar month.

In no event may the quantity of Service Credits in a month reporting period exceed 25% of that month's Applicable Cloud Services Fees.



Appendix L: Cost Workbook
RFP-ERP-2020

Enterprise Financial System (EFS) Cost Workbook

Table of Contents

Offeror:	CherryRoad Technologies
Hosting Option:	SaaS Option

Worksheet Title	Description
Instructions	Instructions for completing the Cost Workbook.
1. Total Cost Summary	Worksheet for Offeror to provide a summary of the proposed Total Costs.
2. Software	Worksheet for Offeror to itemize all One-time and Ongoing Software Costs.
3. Composite Rate Card	Worksheet for Offeror to itemize hourly rate structures for proposed project personnel.
4. Implementation Services	Worksheet for Offeror to itemize One-time Fit-Gap and Implementation Costs.
5. Ongoing Services	Worksheet for Offeror to itemize Ongoing Services Costs (e.g. Maintenance and Operations (M&O) Services, Hosting Services, Business Process Outsourcing, Project Team Facilities) costs.
6. Payment Schedule - Implementation Services	Worksheet for Offeror to provide the Payment Schedule for Implementation Services Costs.
7. Offeror Assumptions	Worksheet for Offeror to itemize all Offeror Assumptions (including cost basis and rationale) upon which its pricing is dependent.

Enterprise Financial System (EFS) Cost Workbook

Instructions

CherryRoad Technologies

SaaS Option

<p>Please refer to the RFP for details regarding the services and scope of the ERFS, Implementation Services, and Ongoing Services to be provided and priced in accordance with this Cost Workbook. Additional instructions are provided as Notes on each worksheet.</p>	
1.	This Microsoft Excel Cost Workbook contains multiple worksheets designed to provide a robust understanding of the costing models used by the Offeror. Use of this Cost Workbook is essential to the Offer evaluation, and it is essential that the Offeror use this form in preparing its pricing response to this RFP.
2.	Only spreadsheet cells colored in green are for Offeror's input. Any numeric cells left blank will be presumed to be zero.
3.	This Cost Workbook shall be completed once for either the SaaS Option or the Offeror-Hosted Option.
4.	The worksheet labeled TOC (Table of Contents) contains brief descriptions of each spreadsheet, as well as convenient one-click navigation of the Cost Workbook. Offeror's must enter the Offeror Name and Hosting Option in the green highlighted areas on the TOC worksheet.
5.	Each worksheet is designed to elicit specific pricing information related to the requirements of this RFP. If the Offeror's typical pricing model does not normally charge for a specific element provided within this workbook, then please provide a statement in the "Assumptions" regarding the Offeror methodology for charging for that element (e.g., not applicable, no additional charge).
6.	The Offeror must provide details pertaining to the assumptions, expectations, and/or performance parameters that have been used as the basis for the pricing. Please note that the Offeror's response to this Cost Workbook will not be considered an actual commitment to perform the project, but W L L BE considered a costing model and pricing structure commitment, if it is the selected Offeror.
7.	The Offeror should provide skill assumptions for the Composite Rates in the Offeror Assumptions worksheet.
8.	Implementation Services fees will be charged using a firm-fixed price which is to be calculated based on the Composite Rate and the required number of Offeror hours to provide the proposed solution. Payments will be made using a deliverables-based approach.
9.	Maintenance and Operations (M&O) Support service fees will be charged using a firm-fixed price which is to be calculated based on the Composite Rate and the required number of Offeror hours expended per year. Payments will be made monthly.
10.	Hosting fees will be charged using a firm-fixed price which is to be provided on the Ongoing Services worksheet. Payments will be made monthly.
11.	Business Process Outsourcing Services will be charged using a firm-fixed price which is to be provided on the Ongoing Services worksheet. Payments will be made monthly.
12.	Project Team Facilities fees will be charged using a firm-fixed price which is to be provided on the Ongoing Services worksheet. Payments will be made monthly.
13.	Offeror services costs for unanticipated tasks are not to be included in this Cost Workbook nor will those costs be evaluated. Costs for unanticipated tasks may be included in the Contract using a calculation of up to 10% of the total implementation services costs and/or 10% of the M&O support services costs. Services for unanticipated tasks shall be priced as needed using the applicable Composite Rate or individual rates upon mutual agreement of the State and the Offeror.
14.	Other than what is allowed in the Cost Workbook, no price increase shall be allowed during the Contract term or extension(s); however, in the event of a general price decline, the State shall be entitled to reductions given to similar customers. The Offeror shall notify the State within five (5) business days of any price decline.
15.	Rates and pricing are required in this Cost Workbook for eight (8) years. No further extensions beyond Year 8 will be permitted

Enterprise Financial System (EFS) Cost Workbook

Total Cost Summary

CherryRoad Technologies

SaaS Option

Total Cost Summary								
Description	Total One-time Costs	Cost in FY22 (through and including 6-30-22)	Cost in FY23	Cost in FY24	Cost in FY25	Cost in FY26	Total Ongoing Costs	Total Costs
Software Licensing and Support	-	2,072,624	2,076,196	1,974,841	1,974,841	1,974,841	10,073,341	10,073,341
SaaS Option	-	-	-	-	-	-	-	-
Core Phase M&O Services	-	-	784,083	784,083	784,083	784,083	3,136,333	3,136,333
Expansion Phase M&O Services	-	-	-	130,681	130,681	130,681	392,042	392,042
Optional Phase M&O Services	-	-	-	-	-	-	-	-
Business Process Outsourcing	-	-	-	-	-	-	-	-
Project Team Facilities	-	-	-	-	-	-	-	-
Total Non-Implementation Costs	-	2,072,624	2,860,279	2,889,605	2,889,605	2,889,605	13,601,717	13,601,717
Total Implementation Services - Core Phase (Tax Include								
	7,918,476							7,918,476
Total Implementation Services - Expansion Phase								
	4,641,224							4,641,224
Total Implementation Services - Optional Phase								
	890,733							890,733
Total Implementation Costs	13,450,434							13,450,434
Total Cost Before Tax								
	13,450,434	2,072,624	2,860,279	2,889,605	2,889,605	2,889,605	13,601,717	27,052,150
<i>(tax applies to CherryRoad/Oracle Software Licensing and Support costs in row 8 only; all other costs in tab include the Hawaii 4.712 GET tax as it is embedded in the composite rates as required by this Appendix L)</i>							Tax 4.712%	474,656
							Grand Total Cost	27,526,806

Taxes	
Provide confirmation that applicable taxes are included in all Hourly Rates for Enterprise Financial System, Software, Hosting, BPO, and Project Team Facilities in this Cost Workbook. Provide a detailed listing of the taxes and how they apply to each of the Cost categories above.	In accordance with section 1.22.9 Tax Liability and County Surcharge of # RFP-ERP-2020, CherryRoad has included the 4.712% Hawaii general excise tax (GET) to all implementation and non-implementation costs included in this Appendix L Cost Workbook. Per the Appendix L workbook instructions, CherryRoad developed the implementation and M&O composite rates to include the Hawaii 4.712% GET in the composite rates. Therefore, in the table above the Total Implementation costs as well as the M&O services line items in the Non-Implementation Costs are based on rates that already include the Hawaii 4.712% GET tax. Considering the 4.712% GET has been already been applied to the implementation and M&O costs, CherryRoad has updated the formula in cell I24 so that the 4.712% GET tax only applies to the Software Licensing and Support costs in row 8.

Note:

1. Any Offeror who fails to indicate that it is a Hawai'i software development business will be presumed to be a non-Hawai'i software development business and the "Total Evaluated Costs including One-time Costs and Ongoing Costs" in its Offer will be increased by ten percent for purposes of evaluation only.

Enterprise Financial System (EFS) Cost Workbook

Software

CherryRoad Technologies Inc.

SaaS Option

Software Licensing and Support											
Solution Item #	Solution Description	Per Unit Cost	Quantity	Total One-time Costs	Cost in FY22 (through and including 6-30-22)	Cost in FY23	Cost in FY24	Cost in FY25	Cost in FY26	Total Ongoing Costs	Total Costs
1	B91084 - Oracle Fusion Enterprise Resource Planning Cloud Service - Hosted Employee	\$12.60	33,000	\$0	\$415,800	\$415,800	\$415,800	\$415,800	\$415,800	\$2,079,000	\$2,079,000
2	B91086 - Oracle Fusion Procurement Cloud Service - Hosted Employee	\$12.60	33,000	\$0	\$415,800	\$415,800	\$415,800	\$415,800	\$415,800	\$2,079,000	\$2,079,000
3	B91064 - Oracle Fusion Supply Chain Execution Cloud Service - Hosted Employee	\$9.00	33,000	\$0	\$297,000	\$297,000	\$297,000	\$297,000	\$297,000	\$1,485,000	\$1,485,000
4	B91085 - Oracle Fusion Risk Management Cloud Service - Hosted Employee	\$4.32	33,000	\$0	\$142,560	\$142,560	\$142,560	\$142,560	\$142,560	\$712,800	\$712,800
5	B91449 - Oracle Digital Assistant for Fusion Enterprise Resource Planning Cloud Service	\$1.08	33,000	\$0	\$35,640	\$35,640	\$35,640	\$35,640	\$35,640	\$178,200	\$178,200
6	B84490 - Additional Test Environment for Oracle Fusion Cloud Service	\$4,500.00	1	\$0	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500	\$22,500	\$22,500
7	B84490 - Additional Test Environment for Oracle Fusion Cloud Service	\$4,500.00	1	\$0	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500	\$22,500	\$22,500
8	B84490 - Additional Test Environment for Oracle Fusion Cloud Service	\$4,500.00	1	\$0	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500	\$22,500	\$22,500
9	B84490 - Additional Test Environment for Oracle Fusion Cloud Service	\$4,500.00	1	\$0	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500	\$22,500	\$22,500

10	B85243 - Oracle Data Masking for Fusion Cloud Services - Each	\$1,500 00	1	\$0	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$7,500	\$7,500
11	B86841 - Fusion WebCenter Forms Recognition Cloud Service - Hosted Employee	\$0.72	33,000	\$0	\$23,760	\$23,760	\$23,760	\$23,760	\$23,760	\$118,800	\$118,800
12	B91055 - Oracle Fusion Order Management Cloud Service - Hosted Named User	\$315 00	10	\$0	\$3,150	\$3,150	\$3,150	\$3,150	\$3,150	\$15,750	\$15,750
13	B91920 - Oracle Enterprise Data Management (EDM) Cloud Service - Hosted 1,000 Records	\$1,080 00	20	\$0	\$21,600	\$21,600	\$21,600	\$21,600	\$21,600	\$108,000	\$108,000
14	B91939 - Oracle Digital Assistant Platform for SaaS - Hosted Employee	\$1 08	33,000	\$0	\$35,640	\$35,640	\$35,640	\$35,640	\$35,640	\$178,200	\$178,200
15	B91940 - Oracle Digital Assistant Platform for SaaS - 1000 Sessions	\$99 00	20	\$0	\$1,980	\$1,980	\$1,980	\$1,980	\$1,980	\$9,900	\$9,900
16	B86074 - Oracle Load Testing Cloud Service for Fusion, Five Business Flows - Each	\$1,000 00	1	\$0	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$5,000	\$5,000
17	B91074 - Oracle Enterprise Performance Management Enterprise Cloud Service	\$360 00	500	\$0	\$180,000	\$180,000	\$180,000	\$180,000	\$180,000	\$900,000	\$900,000
18	B91077 - Oracle Additional Application for Oracle Enterprise Performance Management Enterprise Cloud Service - Hosted Environment	\$0 00	5	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
19	B89640 - Oracle Integration Cloud Service - Enterprise	\$11,750.19	5	\$0	\$58,751	\$58,751	\$58,751	\$58,751	\$58,751	\$293,755	\$293,755

32	B89041 - Oracle Autonomous Data Warehouse - Exadata Storage, Dev / Test Database	\$1,449.22	1	\$0	\$1,449	\$1,449	\$1,449	\$1,449	\$1,449	\$7,246	\$7,246
33	B91628 - Oracle Cloud Infrastructure - Object Storage - Storage, Storage and Backup, COMMON (PROD+DEV/TEST)	\$0.31	2048	\$0	\$635	\$635	\$635	\$635	\$635	\$3,174	\$3,174
34	B91627 - Oracle Cloud Infrastructure - Object Storage - Requests, Storage and Backup, COMMON (PROD+DEV/TEST)	\$0.04	1000	\$0	\$40	\$40	\$40	\$40	\$40	\$200	\$200
35	B88325 - Oracle Cloud Infrastructure - FastConnect 1 Gbps, Storage and Backup, COMMON (PROD+DEV/TEST)	\$1,935.14	1	\$0	\$1,935	\$1,935	\$1,935	\$1,935	\$1,935	\$9,676	\$9,676
36	CRT7569 - Historical Filing Cabinet	\$39,650.00	1	\$0	\$39,650	\$39,650	\$39,650	\$39,650	\$39,650	\$198,250	\$198,250
37	Kyriba Debt / Treasury	\$3,816.67	39	\$0	\$283,620	\$287,192	\$185,837	\$185,837	\$185,837	\$1,128,323	\$1,128,323
38	CyberSource Credit Card Processing	\$1,000.00	1	\$0	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$5,000	\$5,000
39	OPTIONAL - CRT8258 MBE / WBE Application	\$0.00	1	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Software				\$0	\$2,072,624	\$2,076,196	\$1,974,841	\$1,974,841	\$1,974,841	\$10,073,341	\$10,073,341

Software Specifications											
Solution Item #	Solution Item	Environment (e.g., sandbox, development, testing, training, production, disaster recovery)	Manufacturer	License or Subscription Type (e.g., enterprise, per user, per server)	Brand Name	Module Name	Version Number	Core EPS, Third-Party, Utility/ Systems Mgmt Software, DBMS, Data Warehouse, Other	Detailed Description (e.g. functionality, purpose)	Operating System	Earliest Proposed Purchase Date

1	B91084 - Oracle Fusion Enterprise Resource Planning Cloud Service - Hosted Employee	All	Oracle	Enterprise - Hosted Employee	Oracle Fusion	Oracle Fusion Enterprise Resource Planning Cloud Service	21A	Core EPS	The State will use Oracle Fusion Enterprise Resource Planning Cloud Service to access Oracle Fusion Enterprise Resource Planning Cloud Service - Hosted Employee. Includes: -Financials Cloud Service -Fusion Financial Reports Center Cloud Service -Advanced Collections Cloud Service	Oracle Linux	July 1st, 2021
2	B91086 - Oracle Fusion Procurement Cloud Service - Hosted Employee	All	Oracle	Enterprise - Hosted Employee	Oracle Fusion	Oracle Fusion Procurement Cloud Service	21A	Core EPS	The State will use Oracle Procurement Cloud to standardize, streamline and automate the entire source-to-pay process. With Oracle Procurement Cloud, you'll gain a more efficient, effective, and influential procurement organization that helps keep costs under control by selecting the best suppliers,	Oracle Linux	July 1st, 2021
3	B91064 - Oracle Fusion Supply Chain Execution Cloud Service - Hosted Employee	All	Oracle	Enterprise - Hosted Employee	Oracle Fusion	Oracle Fusion Supply Chain Execution Cloud Service	21A	Core EPS	The services includes the following modules: -Fusion Inventory Cloud Service -Fusion Maintenance Cloud Service -Fusion Manufacturing Cloud Service	Oracle Linux	July 1st, 2021
4	B91085 - Oracle Fusion Risk Management Cloud Service - Hosted Employee	All	Oracle	Enterprise - Hosted Employee	Oracle Fusion	Oracle Fusion Risk Management Cloud Service	21A	Core EPS	Oracle Risk Management is a module within Oracle ERP Cloud to manage risks and meet compliance and privacy mandates (SOD, SOX, GDPR, etc). Risk Cloud subscribers can automate analysis, monitoring and control of ERP security, configurations and transactions. Risk Cloud uses	Oracle Linux	July 1st, 2021
5	B91449 - Oracle Digital Assistant for Fusion Enterprise Resource Planning Cloud Service	All	Oracle	Enterprise - Hosted Employee	Oracle Fusion	Oracle Digital Assistant for Fusion Enterprise Resource Planning Cloud Service	21A	Core EPS	The service provides a digital assistant which is a channel for users to interact with their Oracle Enterprise Resource Planning Cloud service using standard tools such as SMS messaging or the Slack collaboration tool. For example they can create a new transaction in the system such as a new expense report, or get the status of an expense report to see if it is approved or paid. The interactions will be limited to the specific interactions provided by Oracle as part of the service, it will not allow customers to build their own interactions.	Oracle Linux	July 1st, 2021
6	B84490 - Additional Test Environment for Oracle Fusion Cloud Service	Test	Oracle	Per Environment	Oracle Fusion	Additional Test Environment for Oracle Fusion Cloud Service	21A	Core EPS	An Oracle Additional Test Environment provides for the hosting and maintenance of an additional Test Environment, which is a reasonably similar replica of Your Production Service Environment for non- production use such as development, training and testing activities but not for Production operations or stress testing.	Oracle Linux	July 1st, 2021
7	B84490 - Additional Test Environment for Oracle Fusion Cloud Service	Test	Oracle	Per Environment	Oracle Fusion	Additional Test Environment for Oracle Fusion Cloud Service	21A	Core EPS	An Oracle Additional Test Environment provides for the hosting and maintenance of an additional Test Environment, which is a reasonably similar replica of Your Production Service Environment for non- production use such as development, training and testing activities but not for Production operations or stress testing.	Oracle Linux	July 1st, 2021
8	B84490 - Additional Test Environment for Oracle Fusion Cloud Service	Test	Oracle	Per Environment	Oracle Fusion	Additional Test Environment for Oracle Fusion Cloud Service	21A	Core EPS	An Oracle Additional Test Environment provides for the hosting and maintenance of an additional Test Environment, which is a reasonably similar replica of Your Production Service Environment for non- production use such as development, training and testing activities but not for Production operations or stress testing.	Oracle Linux	July 1st, 2021

9	B84490 - Additional Test Environment for Oracle Fusion Cloud Service	Test	Oracle	Per Environment	Oracle Fusion	Additional Test Environment for Oracle Fusion Cloud Service	21A	Core EPS	An Oracle Additional Test Environment provides for the hosting and maintenance of an additional Test Environment, which is a reasonably similar replica of Your Production Service Environment for non- production use such as development, training and testing activities but not for <u>Production operations or stress testing</u>	Oracle Linux	July 1st, 2021
10	B85243 - Oracle Data Masking for Fusion Cloud Services - Each	All	Oracle	Fixed	Oracle Fusion	Oracle Data Masking for Fusion Cloud Services	21A	Core EPS	Oracle Data Masking does the following: -Removes sensitive data from test, development, analytics, and other non-production environments -Enables flexible masking techniques preserve data characteristics to support continued application functionality	Oracle Linux	July 1st, 2021
11	B86841 - Fusion WebCenter Forms Recognition Cloud Service - Hosted Employee	All	Oracle	Enterprise - Hosted Employee	Oracle Fusion	Fusion WebCenter Forms Recognition Cloud Service	21A	Core EPS	Oracle Fusion Automated Invoice Processing Cloud Service and Fusion WebCenter Forms Recognition Cloud Service provide out-of-the-box invoice imaging integration within Oracle Fusion Payables (part of Oracle Fusion Financials Cloud Service). Supplier invoices can be scanned with intelligent document recognition and then automatically	Oracle Linux	July 1st, 2021
12	B91055 - Oracle Fusion Order Management Cloud Service - Hosted Named User	All	Oracle	Hosted Employee	Oracle Fusion	Oracle Fusion Order Management Cloud Service	21A	Core EPS	Order Management Cloud is an application that enables organizations to accurately and efficiently manage customer orders across multiple order capture and fulfillment systems. The capture features allow orders to be entered directly, imported from external capture systems or imported from external capture systems and then edited. Fulfillment	Oracle Linux	July 1st, 2021
13	B91920 - Oracle Enterprise Data Management (EDM) Cloud Service - Hosted 1,000 Records	All	Oracle	Hosted 1,000 Records	Oracle Fusion	Oracle Enterprise Data Management (EDM) Cloud Service	21A	Core EPS	Oracle's solution includes built-in capabilities for data management, supporting the management and maintenance of data models (aka application metadata). This includes Hawaii's current data structure in FAMIS as well as the UCOA and UFF. Our capabilities for change management will support the governance process currently under	Oracle Linux	July 1st, 2021
14	B91939 - Oracle Digital Assistant Platform for SaaS - Hosted Employee	All	Oracle	Enterprise - Hosted Employee	Oracle Fusion	Oracle Digital Assistant Platform for SaaS	21A	Core EPS	Oracle's Digital Assistant Platform allows users to build conversational interfaces for cloud and on-premises applications that can be deployed to multiple channels including web, mobile, smart speakers, and popular messaging platforms. Develop faster with visual development	Oracle Linux	July 1st, 2021
15	B91940 - Oracle Digital Assistant Platform for SaaS - 1000 Sessions	All	Oracle	1000 Sessions	Oracle Fusion	Oracle Digital Assistant Platform for SaaS	21A	Core EPS	Oracle's Digital Assistant Platform allows users to build conversational interfaces for cloud and on-premises applications that can be deployed to multiple channels including web, mobile, smart speakers, and popular messaging platforms. Develop faster with visual development	Oracle Linux	July 1st, 2021
16	B86074 - Oracle Load Testing Cloud Service for Fusion, Five Business Flows - Each	All	Oracle	Fixed	Oracle Fusion	Oracle Load Testing Cloud Service for Fusion	21A	Systems Management	Oracle Load Testing Cloud Service for Fusion Management. This service will load test up to 5 business flows to the expected level of concurrency identified by the Customer. Oracle Load Testing Cloud Service for Fusion is not a stress test of the service. An Oracle Technical Operations Manager	Oracle Linux	July 1st, 2021
17	B91074 - Oracle Enterprise Performance Management Enterprise Cloud Service	All	Oracle	Hosted Employee	Oracle Fusion	Oracle Enterprise Performance Management Enterprise Cloud Service	21.02	Core EPS	Enterprise Performance Management (EPM) software helps you analyze, understand, and report on your business. EPM refers to the processes designed to help organizations plan, budget, forecast, and report on business performance as well as consolidate and finalize financial results (often referred to as "closing the books"). EPM solutions are primarily used by CFOs and the office of finance, while other functional areas, such as HR, and IT, use EPM for operational planning, budgeting, and reporting.	Oracle Linux	July 1st, 2021

18	B91077 - Oracle Additional Application for Oracle Enterprise Performance Management Enterprise Cloud Service - Hosted Environment	Test	Oracle	Fixed	Oracle Fusion	Oracle Additional Application for Oracle Enterprise Performance Management Enterprise Cloud Service	21.02	Core EPS	An Oracle Additional Test EPM Environment provides for the hosting and maintenance of an additional Test Environment, which is a reasonably similar replica of Your Production Service Environment for non- production use such as development, training and testing activities but not for Production operations or stress testing.	Oracle Linux	July 1st, 2021
19	B89640 - Oracle Integration Cloud Service - Enterprise	All	Oracle	Fixed	Oracle Fusion	Oracle Integration Cloud Service	21A	Integration Management	Oracle's Integration Cloud Service allows the State to accelerate your digital transformation with preintegrated connectivity to Oracle as well as third-party SaaS and on-premises apps, run-ready process automation templates, and	Oracle Linux	July 1st, 2021
20	B90937 - Oracle Identity Foundation Cloud Service	All	Oracle	Fixed	Oracle Fusion	Oracle Identity Foundation	21A	Security Management	Oracle Identity Cloud Service Foundation: Oracle provides this free version of Oracle Identity Cloud Service for customers that subscribe to Oracle Software-as-a-Service	Oracle Linux	July 1st, 2021
21	B89631 - Oracle Analytics Cloud - Enterprise UC, Prod	Production	Oracle	OCPU per Hour	Oracle Fusion	Oracle Analytics Cloud	5.9	Data Warehouse	The Oracle Analytics Cloud – Enterprise service provide capabilities that include data visualization, data preparation, collaboration, enterprise reporting, and mobile access. The	Oracle Linux	July 1st, 2021
22	B88514 - Oracle Cloud Infrastructure - Compute - Virtual Machine Standard - X7, Prod ODI	Production	Oracle	OCPU per Hour	Oracle Fusion	Oracle Cloud Infrastructure - Compute - Virtual Machine Standard - X7	5.9	Data Warehouse	The Oracle Cloud Infrastructure – Compute - Virtual Machine Standard - X7 service is an infrastructure service that provides on-demand, self-service provisioned compute capacity in a configurable private. It enables you to respond rapidly to changing IT infrastructure needs, scaling up and down and paying only for what you use.	Oracle Linux	July 1st, 2021
23	B91961 - Oracle Cloud Infrastructure - Block Volume, Prod ODI	Production	Oracle	GB Per Month	Oracle Fusion	Oracle Cloud Infrastructure - Block Volume	5.9	Data Warehouse	The Oracle Cloud Infrastructure Block Volume Storage service lets you dynamically provision and manage block storage volumes. You can create, attach, connect, and move volumes as needed to meet storage and application requirements. After attaching and connecting a volume to an	Oracle Linux	July 1st, 2021
24	B91962 - Oracle Cloud Infrastructure - Block Volume Performance, Prod ODI	Production	Oracle	Perform GB per Month	Oracle Fusion	Oracle Cloud Infrastructure - Block Volume Performance	5.9	Data Warehouse	Oracle Cloud Infrastructure Block Volume Performance enables you to adjust the price and performance of your block storage volume at any time, to suit the needs of your workload. Adding or removing Block Volume Performance units to a volume changes the performance characteristics of the volume, such as IOPS/GB, throughput/GB, and the maximum IOPS enabled for the volume. Block Volume Performance is added or removed in increments of 10 units.	Oracle Linux	July 1st, 2021
25	B89040 - Oracle Autonomous Data Warehouse, Prod Database	Production	Oracle	OCPU per Hour	Oracle Fusion	Oracle Autonomous Data Warehouse	5.9	Data Warehouse	Oracle Autonomous Data Warehouse provides a fully-managed database that is tuned and optimized for data warehouse workloads. As a fully-managed Cloud Service, all infrastructure and database lifecycle operations are managed	Oracle Linux	July 1st, 2021
26	B89041 - Oracle Autonomous Data Warehouse - Exadata Storage, Prod Database	Production	Oracle	Terabyte Storage Capacity Per Month	Oracle Fusion	Oracle Autonomous Data Warehouse - Exadata Storage	5.9	Data Warehouse	Oracle Autonomous Data Warehouse – Exadata Storage is the physical database storage space, including space that is required for internal database storage files necessary to support service operation (for example, SYSTEM, SYSAUX, UNDO or TEMP). The physical storage space required for automated backups is separate and included in the Cloud	Oracle Linux	July 1st, 2021
27	B92683 - Oracle Analytics - Enterprise UC, Dev / Test	Dev / Test	Oracle	Hosted Named User	Oracle Fusion	Oracle Analytics - Enterprise UC	5.9	Data Warehouse	The Oracle Analytics Cloud – Enterprise service provide capabilities that include data visualization, data preparation, collaboration, enterprise reporting, and mobile access. The service provides capabilities that include business modelling,	Oracle Linux	July 1st, 2021

28	B88514 - Oracle Cloud Infrastructure - Compute - Virtual Machine Standard - X7, Dev / Test ODI	Dev / Test	Oracle	OCPU per Hour	Oracle Fusion	Oracle Cloud Infrastructure - Compute - Virtual Machine Standard - X7	5.9	Data Warehouse	The Oracle Cloud Infrastructure – Compute - Virtual Machine Standard - X7 service is an infrastructure service that provides on-demand, self-service provisioned compute capacity in a configurable private. It enables you to respond rapidly to changing IT infrastructure needs, scaling up and down and paying only for what you use.	Oracle Linux	July 1st, 2021
29	B91961 - Oracle Cloud Infrastructure - Block Volume, Dev / Test ODI	Dev / Test	Oracle	GB Per Month	Oracle Fusion	Oracle Cloud Infrastructure - Block Volume	5.9	Data Warehouse	The Oracle Cloud Infrastructure Block Volume Storage service lets you dynamically provision and manage block storage volumes. You can create, attach, connect, and move volumes as needed to meet storage and application requirements. After attaching and connecting a volume to an	Oracle Linux	July 1st, 2021
30	B91962 - Oracle Cloud Infrastructure - Block Volume Performance, Dev / Test ODI	Dev / Test	Oracle	Perform GB per Month	Oracle Fusion	Oracle Cloud Infrastructure - Block Volume Performance	5.9	Data Warehouse	Oracle Cloud Infrastructure Block Volume Performance enables you to adjust the price and performance of your block storage volume at any time, to suit the needs of your workload. Adding or removing Block Volume Performance units to a volume changes the performance characteristics of the volume, such as IOPS/GB, throughput/GB, and the maximum IOPS enabled for the volume. Block Volume Performance is sold in increments of 10 units.	Oracle Linux	July 1st, 2021
31	B89040 - Oracle Autonomous Data Warehouse, Dev / Test Database	Dev / Test	Oracle	OCPU per Hour	Oracle Fusion	Oracle Autonomous Data Warehouse	5.9	Data Warehouse	Oracle Autonomous Data Warehouse provides a fully-managed database that is tuned and optimized for data warehouse workloads. As a fully-managed Cloud Service, all infrastructure and database lifecycle operations are managed	Oracle Linux	July 1st, 2021
32	B89041 - Oracle Autonomous Data Warehouse - Exadata Storage, Dev / Test Database	Dev / Test	Oracle	Terabyte Storage Capacity Per Month	Oracle Fusion	Oracle Autonomous Data Warehouse - Exadata Storage	5.9	Data Warehouse	Oracle Autonomous Data Warehouse – Exadata Storage is the physical database storage space, including space that is required for internal database storage files necessary to support service operation (for example, SYSTEM, SYSAUX, UNDO or TEMP). The physical storage space required for automated backups is separate and included in the Cloud	Oracle Linux	July 1st, 2021
33	B91628 - Oracle Cloud Infrastructure - Object Storage - Storage, Storage and Backup, COMMON (PROD+DEV/TEST)	All	Oracle	GB Per Month	Oracle Fusion	Oracle Cloud Infrastructure - Object Storage - Storage, Storage and Backup	5.9	Data Warehouse	The Oracle Cloud Infrastructure – Storage and the Oracle Cloud Infrastructure - Object Storage – Requests services are designed for scalable and durable data storage. It is suitable for the storage of a large amount of data and this data may be stored or retrieved directly from the internet or from within the Oracle Cloud Infrastructure platform, at any time. The Oracle Cloud Infrastructure - Storage services may be accessed via REST APIs, SDK and via the Console.	Oracle Linux	July 1st, 2021
34	B91627 - Oracle Cloud Infrastructure - Object Storage - Requests, Storage and Backup, COMMON (PROD+DEV/TEST)	All	Oracle	10,000 Req per Month	Oracle Fusion	Oracle Cloud Infrastructure - Object Storage - Requests, Storage and Backup	5.9	Data Warehouse	The Oracle Cloud Infrastructure – Storage and the Oracle Cloud Infrastructure - Object Storage – Requests services are designed for scalable and durable data storage. It is suitable for the storage of a large amount of data and this data may be stored or retrieved directly from the internet or from within the Oracle Cloud Infrastructure platform, at any time. The Oracle Cloud Infrastructure - Storage services may be accessed via REST APIs, SDK and via the Console.	Oracle Linux	July 1st, 2021
35	B88325 - Oracle Cloud Infrastructure - FastConnect 1 Gbps, Storage and Backup, COMMON (PROD+DEV/TEST)	All	Oracle	Port Hour	Oracle Fusion	Oracle Cloud Infrastructure - FastConnect 1 Gbps, Storage and Backup	5.9	Data Warehouse	The Oracle Cloud Infrastructure - FastConnect service is a network connectivity alternative to using the public internet for connecting your network with Oracle's Cloud Infrastructure Services. The Oracle Cloud Infrastructure - FastConnect service provides an easy way to create a dedicated and private connection with higher bandwidth	Oracle Linux	July 1st, 2021

8. Software Items in the Software Costs table shall correspond to the Software Items in the Software Specifications table.

9. In order to accommodate growth and/or provide the capability to add/remove organizations and employees from the EPS Solution the State requires flexibility through the ability to increase/decrease capacity based on the optional addition/removal of organizations and employees in blocks of 500 employees. The number of potential additional organizations or employees (if any) are unknown; therefore, these costs will not be included in the Total Evaluated Costs.

Implementation Hourly Rates	Maintenance and Operation Services Hourly Rates
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Enterprise Financial System (EFS) Cost Workbook
 Composite Rate Card
 CherryRoad Technologies
 SaaS Option

Staff Position	Composite Weight %	Hourly Rate	Composite Rate	Position Composite Rate	Offeror or Subcontractor Name	FY22				FY23				FY24				FY25				FY26				
						Composite Weight %	Hourly Rate for M&O	Composite Rate for M&O	Position Composite Rate for M&O	Composite Weight %	Hourly Rate for M&O	Composite Rate for M&O	Position Composite Rate for M&O	Composite Weight %	Hourly Rate for M&O	Composite Rate for M&O	Position Composite Rate for M&O	Composite Weight %	Hourly Rate for M&O	Composite Rate for M&O	Position Composite Rate for M&O	Composite Weight %	Hourly Rate for M&O	Composite Rate for M&O	Position Composite Rate for M&O	
Sr Architect	Oahu Based	0.60%	\$209.42	\$1.25	\$4.16	Ray Songco			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based	1.79%	\$162.30	\$2.91					\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Jr Architect	Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Sr Comm./Network Specialist	Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Jr Comm./Network Specialist	Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Sr Database Administrator	Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Jr Database Administrator	Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Sr Database Designer	Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Jr Database Designer	Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Sr Funct. Lead / Business Analyst	Oahu Based	5.60%	\$198.95	\$11.14	\$36.66	Jerry Bitters, Michael			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based	16.81%	\$151.83	\$25.52					\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Jr Funct. Lead / Business Analyst	Oahu Based	6.89%	\$151.83	\$10.47	\$10.47	Mike Takeno, Shani			\$0.00	\$0.00	0.0%	\$0.00	\$0.00	\$83.77	0.00%	\$0.00	\$0.00	\$89.75	0.00%	\$0.00	\$0.00	\$89.75	0.00%	\$0.00	\$0.00	\$89.75
	Non-Oahu Based	0.00%	\$151.83	\$0.00					\$0.00	\$0.00	66.67%	\$125.65	\$83.77	\$83.77	71.43%	\$125.65	\$89.75	\$89.75	71.43%	\$125.65	\$89.75	\$89.75	71.43%	\$125.65	\$89.75	
Sr Integration Manager	Oahu Based	2.39%	\$209.42	\$5.00	\$8.88	Sirosh Sridaharan			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based	2.39%	\$162.30	\$3.88					\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Jr Integration Manager	Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Sr Help Desk Specialist	Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Jr Help Desk Specialist	Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Sr Hardware Specialist	Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Jr Hardware Specialist	Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Sr Organizational Change Manager	Oahu Based	5.01%	\$162.30	\$8.13	\$8.13	Sherilyn Kimura			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based	0.00%	\$162.30	\$0.00					\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Jr Organizational Change Manager	Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Operations Lead/Manager	Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Project Executive	Oahu Based	1.00%	\$256.54	\$2.57	\$4.67	Greg Catanzano			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based	1.00%	\$209.42	\$2.10					\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Sr Project Manager	Oahu Based	2.53%	\$230.37	\$5.84	\$10.48	Cheryl DeVries			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based	2.53%	\$183.25	\$4.64					\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Jr Project Manager	Oahu Based	0.00%	\$78.53	\$0.00	\$3.06	TBD			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based	3.89%	\$78.53	\$3.06					\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Sr Programmer	Oahu Based	2.30%	\$183.25	\$4.21	\$13.59	Adriana Haddad, TBD			\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$41.88	0.00%	\$0.00	\$0.00	\$35.90	0.00%	\$0.00	\$0.00	\$35.90	0.00%	\$0.00	\$0.00	\$35.90
	Non-Oahu Based	6.89%	\$136.13	\$9.38					\$0.00	\$0.00	33.33%	\$125.65	\$41.88	\$41.88	28.57%	\$125.65	\$35.90	\$35.90	28.57%	\$125.65	\$35.90	\$35.90	28.57%	\$125.65	\$35.90	
Jr Programmer	Oahu Based	0.00%	\$78.53	\$0.00	\$6.25	TBD			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based	7.96%	\$78.53	\$6.25					\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Quality Assurance Manager	Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Sr Security Systems Engineer	Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Jr Security Systems Engineer	Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Sr Systems Administrator	Oahu Based			\$0.00	\$0.00				\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Non-Oahu Based																									

Enterprise Financial System (EFS) Cost Workbook

Composite Rate Card

CherryRoad Technologies

SaaS Option

Embedded Travel and Expenses	
Provide the Percentage of Travel and Expenses (travel, per diem, and any other related expenses) that is embedded in all Hourly Rates listed in the above tables:	<p>The percentage of travel and expenses that is embedded in the Oahu Based rate for the following positions is as follows:</p> <ol style="list-style-type: none"> 1. Sr Architect - 21.49%. Position assigned for a total of 2403 hours, of which 25% will be performed onsite at Oahu Based rate. Note the Reporting Manager key position is a Sr Architect position on the composit rate card 2. Sr Funct. Lead/Business Analyst - 22.62%. Position assigned for a total of 22,544 hours, of which 25% will be performed onsite at Oahu Based rate. 3. Jr Funct. Lead/Business Analyst - 0%. Position assigned for a total of 6936 hours. Resources are local with no travel expense. 4. Sr Integration Manager - 21.49%. Position assigned for a total of 4806 hours, of which 50% will be performed onsite at Oahu Based rate. 5. Sr Organizational Change Manager - 0%. Position assigned for a total of 5038 hours. Resource is local with no travel expense. 6. Project Executive - 17.54%. Position is assigned for a total of 2017 hours, of which 50% will be performed onsite at Oahu Based rate. 7. Sr Project Manager - 19.53%. Position is assigned for a total of 5100 hours, of which 50% will be performed onsite at Oahu Based rate. 8. Jr Project Manager - 0%. Position is assigned for a total of 3916 hours, of which 0% will be performed onsite. 9. Sr Programmer - 24.56%. Position is assigned for a total of 9244 hours, of which 25% will be performed onsite at Oahu Based rate. 10. Jr Programmer - 0%. Position is assigned for a total of 8004 hours, of which 0% will be performed onsite. 11. Technical Lead/Manager - 21.49%. Position is assigned for a total of 5562 hours, of which 25% will be performed onsite at Oahu Based rate. 12. Testing Lead/Manager - 21.49%. Position is assigned for a total of 2136 hours, of which 25% will be performed onsite at Oahu Based rate. 13. Training Lead/Manager - 23.23%. Position is assigned for a total of 4272 hours, of which 25% will be performed onsite at Oahu Based rate. 14. Training Specialist - 27.73%. Position is assigned for a total of 3768 hours, of which 25% will be performed onsite at Oahu Based rate. 15. Global Analyst - 0%. Position is assigned for a total of 8160 hours, of which 0% will be performed onsite. 16. Global Project Manager - 0%. Position is assigned for a total of 1899 hours, of which 0% will be performed onsite. 17. Global Technical Lead/Manager - 0%. Positions is assigned for a total of 4806 hours, of which 0% will be performed onsite.
Identify what Travel and Expenses are included within the Hourly Rates and define all assumptions relative to onsite and offsite travel and expenses.	<p>For travelling resources, the Oahu Based rate included in the Composite Rate card includes all travel costs reimbursable to the consultant. Those travel costs include air, lodging, meals, transportation, parking, and incidentals. The consultant work schedule will be further detailed in the Project Management Plan deliverable following planning discussions with the State project management team. At this point it is expected the following assumptions will apply to consultant travel:</p> <ol style="list-style-type: none"> 1. On travel weeks consultants will arrive on Sundays and work onsite Monday through close of business Thursday. 2. Travel weeks will be coordinated to coincide with the project schedule activities, maximizing the value of onsite travel 3. Travel schedules will be maintained by the CherryRoad Jr Project Manager and will be available for all project team members to see 4. Traveling consultants will follow the CherryRoad travel policies defined in the CherryRoad employee handbook 5. For consultants that are not onsite and reside on the mainland, those resources will work Hawaii standard hours to be available as needed by the project team 6. The Junior Project Manager and Jr Programmer positions are located in Bangalore, India at the CherryRoad India office and will work standard India hours. 7. The Project Management Plan deliverable will define the manner in which offsite resources will communicate and work with the project team
Taxes	
Provide confirmation that applicable taxes are included in all rates in this Cost Workbook. Provide a detailed listing of the taxes and how they apply.	In accordance with section 1.22.9 Tax Liability and County Surcharge of # RFP-ERP-2020, CherryRoad has included the 4.712% Hawaii general excise tax (GET) in all rates included in this Cost Workbook.

Notes

1. Use the table on this worksheet to provide Offeror/subcontractor hourly labor rates for the various classifications and grades of project personnel.
2. The Offeror may include additional titles to accurately represent the classifications it uses for describing the various classifications and grades of its personnel.
3. If your existing titles differ from those listed, please map your titles to the listed categories to the extent possible and provide your mapping reference in the Offeror Assumptions worksheet.
4. Offerors may insert additional rows as required (e.g., a Senior-Level Programmer and a Junior-Level Programmer require two separate rows). It is the responsibility of the Offeror to ensure spreadsheet calculations are correct.
5. The total of the Composite Rate Percentage columns must equal 100%.
6. Individual and composite hourly rates shall not increase greater than 5% per year.

**Enterprise Financial System (EFS) Cost Workbook
Implementation Services**

CherryRoad Technologies

SaaS Option

Implementation - Core Phase					
Description		Hours	Compo- site Rate	Total One-time Costs	
Project Schedule	Project Planning	336	\$133.68	\$44,917.66	
Project Team Training Plan		336	\$133.68	\$44,917.66	
Project Team Training		336	\$133.68	\$44,917.66	
Communication Strategy		336	\$133.68	\$44,917.66	
Configured Environments (sandbox and development)		336	\$133.68	\$44,917.66	
Project Charter		336	\$133.68	\$44,917.66	
Project Management Plan		672	\$133.68	\$89,835.33	
Work Break Down Structure		115	\$133.68	\$15,427.08	
Scope Change Management Tool		115	\$133.68	\$15,373.60	
Issue/Risk Management Tool		115	\$133.68	\$15,373.60	
Business Process Organizational Change Management Strategy		336	\$133.68	\$44,917.66	
D01.1 CEMLI Development Plan		336	\$133.68	\$44,917.66	
B01.1 Use Cases		672	\$133.68	\$89,835.33	
D02.1 CEMLI Release Management Plan		672	\$133.68	\$89,835.33	
				\$133.68	\$0.00
Initial System Design Document		Initial Analysis and Design	691	\$133.68	\$92,348.58
Technical Architecture Strategy	336		\$133.68	\$44,917.66	
EFS Implementation Strategy	691		\$133.68	\$92,348.58	
Business Process Re-engineering Plan	336		\$133.68	\$44,917.66	
Organizational Readiness Assessment	345		\$133.68	\$46,174.29	
Business Process Organizational Change Management Plan	336		\$133.68	\$44,917.66	
System Landscape, Technical and Business Design Strategy	691		\$133.68	\$92,348.58	
Knowledge Transfer Strategy	345		\$133.68	\$46,174.29	
End-User Training Strategy	691		\$133.68	\$92,348.58	
Requirements Traceability Matrix	691		\$133.68	\$92,348.58	
System Security Strategy	345		\$133.68	\$46,174.29	
D03.1 CEMLI Release 1	1,008		\$133.68	\$134,752.99	
B03.1 Conference Room Pilot 1	2,072		\$133.68	\$277,045.73	
				\$133.68	\$0.00
			\$133.68	\$0.00	
Data Conversion Strategy	Final Analysis and Design	429	\$133.68	\$57,403.70	
Final System Design Document		429	\$133.68	\$57,403.70	
Knowledge Transfer Plans		429	\$133.68	\$57,403.70	
Business Intelligence Plan		429	\$133.68	\$57,403.70	
Communication Plan		429	\$133.68	\$57,403.70	
Business Continuity Strategy		429	\$133.68	\$57,403.70	
D06.1 CEMLI Release 2		3,006	\$133.68	\$401,825.93	
B07.1 Conference Room Pilot 2		2,576	\$133.68	\$344,422.22	
				\$133.68	\$0.00
			\$133.68	\$0.00	

Enterprise Financial System (EFS) Cost Workbook Implementation Services

CherryRoad Technologies

SaaS Option

Detailed Functional and Technical Specifications, including requirements documents, use cases, and logical, data flow diagrams, architecture documents and physical data models inclusive of forms, reports, interfaces, conversions, enhancements, and workflow (FRICEW).	Configuration and Development	485	\$133.68	\$64,889.98
Test Plans: Integration, Parallel, Regression, Stress, Security and End-to-End		485	\$133.68	\$64,889.98
Test Scripts, Test Cases and Test Data		1,214	\$133.68	\$162,224.95
Data Conversion Plan		448	\$133.68	\$59,890.22
System Security Plan		448	\$133.68	\$59,890.22
Role-to-Position Mapping		1,214	\$133.68	\$162,224.95
Business Continuity Plan		1,214	\$133.68	\$162,224.95
End-User Training Plans		448	\$133.68	\$59,890.22
Data Governance Structure Plan		429	\$133.68	\$57,403.70
PII Data Handling Plan		485	\$133.68	\$64,889.98
External Requests Plan		448	\$133.68	\$59,890.22
Data Loss Prevention (DLP) plan		448	\$133.68	\$59,890.22
D09.1 CEMLI Release 3		2,240	\$133.68	\$299,451.09
B09.1 Conference Room Pilot 3		2,912	\$133.68	\$389,339.89
O12.1 Organizational Readiness Assessment		1,214	\$133.68	\$162,224.95
			\$133.68	\$0.00
Test Plan: User Acceptance	Testing and Training	100	\$133.68	\$13,368.35
Training Curriculum Document		485	\$133.68	\$64,889.98
Documented Successful Testing Results		387	\$133.68	\$51,789.00
Enhanced Training Materials		971	\$133.68	\$129,779.96
Final Training Materials		971	\$133.68	\$129,779.96
Technical Documentation (including technical and architectural specifications, etc.)		971	\$133.68	\$129,779.96
End-User Training		387	\$133.68	\$51,789.00
D13.1 CEMLI Release 4		2,912	\$133.68	\$389,339.89
B12.1 System Test		2,912	\$133.68	\$389,339.89
I07.1 Volume Test		1,942	\$133.68	\$259,559.92
B13.1 User Acceptance Test		871	\$133.68	\$116,411.61
System and End-User Documentation	Deployment and Go-Live Support	1,754	\$133.68	\$234,534.37
Post Production Support Plan		971	\$133.68	\$129,779.96
Go/No-go Meeting and Go/No-go Documentation		387	\$133.68	\$51,789.00
Final Detailed Deployment Plan		1,942	\$133.68	\$259,559.92
Organizational Change Management Effectiveness Assessment		439	\$133.68	\$58,633.59
Phase Closeout (to include System Tuning, Knowledge Transfer Assessment, Project Artifacts in Repository, Lessons Learned, Update Blueprint, Impact Assessment, and Transition Support to M&O Services)		440	\$133.68	\$58,820.75
Successful Deployment Documented (Final Migrated Data)		2,324	\$133.68	\$310,733.98
Support Phase		1,320	\$133.68	\$176,462.25
I08.1 Production Service Levels		387	\$133.68	\$51,789.00
O18.1 Operations Transition		440	\$133.68	\$58,820.75
			\$133.68	\$0.00
		\$133.68	\$0.00	

**Enterprise Financial System (EFS) Cost Workbook
Implementation Services**

CherryRoad Technologies

SaaS Option

Warranty Services			No Charge
Total Implementation - Core Phase		59,233	\$7,918,476.01

Implementation - Expansion Phase					
Description		Hours	Compo- site Rate	Total One-time Costs	
Project Schedule	Project Planning	143	\$133.68	\$19,143.48	
Project Team Training Plan		143	\$133.68	\$19,143.48	
Project Team Training		172	\$133.68	\$23,033.67	
Communication Strategy		143	\$133.68	\$19,143.48	
Configured Environments (sandbox and development)		143	\$133.68	\$19,143.48	
Project Management Plan		345	\$133.68	\$46,067.34	
Business Process Organizational Change Management Strategy		172	\$133.68	\$23,033.67	
D01.2 CEMLI Development Plan		143	\$133.68	\$19,143.48	
D02.2 CEMLI Release Management Plan		286	\$133.68	\$38,286.96	
B01.2 Use Cases		286	\$133.68	\$38,286.96	
P02.2 Project Charter		143	\$133.68	\$19,143.48	
Initial System Design Document		Initial Analysis and Design	420	\$133.68	\$56,093.61
Technical Architecture Strategy	172		\$133.68	\$23,033.67	
EFS Implementation Strategy	420		\$133.68	\$56,093.61	
Business Process Re-engineering Plan	172		\$133.68	\$23,033.67	
Organizational Readiness Assessment	210		\$133.68	\$28,046.80	
Business Process Organizational Change Management Plan	172		\$133.68	\$23,033.67	
System Landscape, Technical and Business Design Strategy	345		\$133.68	\$46,067.34	
Knowledge Transfer Strategy	172		\$133.68	\$23,033.67	
End-User Training Strategy	420		\$133.68	\$56,093.61	
Requirements Traceability Matrix	420		\$133.68	\$56,093.61	
System Security Strategy	210		\$133.68	\$28,046.80	
D03.2 CEMLI Release 1	517		\$133.68	\$69,101.01	
B03.2 Conference Room Pilot 1	1,034		\$133.68	\$138,202.02	
				\$133.68	\$0.00
				\$133.68	\$0.00
Data Conversion Strategy	Final Analysis and Design		243	\$133.68	\$32,498.46
Final System Design Document			243	\$133.68	\$32,498.46
Knowledge Transfer Plans		243	\$133.68	\$32,498.46	
Business Intelligence Plan		243	\$133.68	\$32,498.46	
Communication Plan		243	\$133.68	\$32,498.46	
Business Continuity Strategy		243	\$133.68	\$32,498.46	
Data Governance Structure Plan		260	\$133.68	\$34,717.61	
PII Data Handling Plan		691	\$133.68	\$92,375.31	
External Requests Plan		260	\$133.68	\$34,717.61	
Data Loss Prevention (DLP) plan		276	\$133.68	\$36,950.13	
D06.2 CEMLI Release 2		1,702	\$133.68	\$227,489.25	
B07.2 Conference Room Pilot 2		1,459	\$133.68	\$194,990.78	

**Enterprise Financial System (EFS) Cost Workbook
Implementation Services**

CherryRoad Technologies

SaaS Option

P06.2 Project Scope Document		243	\$133.68	\$32,498.46	
			\$133.68	\$0.00	
Detailed Functional and Technical Specifications, including requirements documents, use cases, and logical, data flow diagrams, architecture documents and physical data models inclusive of forms, reports, interfaces, conversions, enhancements, and workflow (FRICEW).	Configuration and Development	276	\$133.68	\$36,950.13	
Test Plans: Integration, Parallel, Regression, Stress, Security and End-to-End		276	\$133.68	\$36,950.13	
Test Scripts, Test Cases and Test Data		691	\$133.68	\$92,375.31	
Data Conversion Plan		260	\$133.68	\$34,717.61	
System Security Plan		260	\$133.68	\$34,717.61	
Role-to-Position Mapping		691	\$133.68	\$92,375.31	
Business Continuity Plan		553	\$133.68	\$73,900.25	
End-User Training Plans		260	\$133.68	\$34,717.61	
D09.2 CEMLI Release 3		1,299	\$133.68	\$173,588.05	
B09.2 Conference Room Pilot 3		1,658	\$133.68	\$221,700.75	
O12.2 Organizational Readiness Assessment		691	\$133.68	\$92,375.31	
				\$133.68	\$0.00
Test Plan: User Acceptance	Testing and Training	100	\$133.68	\$13,368.35	
Training Curriculum Document		276	\$133.68	\$36,950.13	
Documented Successful Testing Results		260	\$133.68	\$34,717.61	
Enhanced Training Materials		553	\$133.68	\$73,900.25	
Final Training Materials		553	\$133.68	\$73,900.25	
Technical Documentation (including technical and architectural specifications, etc.)		553	\$133.68	\$73,900.25	
End-User Training		260	\$133.68	\$34,717.61	
D13.2 CEMLI Release 4		1,658	\$133.68	\$221,700.75	
B12.2 System Test		1,658	\$133.68	\$221,700.75	
I07.2 Volume Test		1,106	\$133.68	\$147,800.50	
B13.2 User Acceptance Test		453	\$133.68	\$60,531.90	
System and End-User Documentation		Deployment and Go-Live Support	1,545	\$133.68	\$206,514.30
Post Production Support Plan	172		\$133.68	\$23,033.67	
Go/No-go Meeting and Go/No-go Documentation	260		\$133.68	\$34,717.61	
Final Detailed Deployment Plan	1,106		\$133.68	\$147,800.50	
Organizational Change Management Effectiveness Assessment	386		\$133.68	\$51,628.58	
Phase Closeout (to include System Tuning, Knowledge Transfer Assessment, Project Artifacts in Repository, Lessons Learned, Update Blueprint, Impact Assessment, and Transition Support to M&O Services)	387		\$133.68	\$51,735.52	
Successful Deployment Documented (Final Migrated Data)	1,558		\$133.68	\$208,305.66	
Support Phase	1,161		\$133.68	\$155,206.57	
I08.2 Production Service Levels	260		\$133.68	\$34,717.61	
O18.2 Operations Transition	387		\$133.68	\$51,735.52	
				\$133.68	\$0.00
				\$133.68	\$0.00
Warranty Services				No Charge	

**Enterprise Financial System (EFS) Cost Workbook
Implementation Services**

CherryRoad Technologies

SaaS Option

Total Implementation - Expansion Phase		34,718		\$4,641,224.49
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Implementation - Optional Phase					
Description		Hours	Compo- site Rate	Total One-time Costs	
Project Schedule	Project Planning	67	\$133.68	\$8,943.43	
Project Team Training Plan		33	\$133.68	\$4,471.71	
Project Team Training		33	\$133.68	\$4,471.71	
Communication Strategy		33	\$133.68	\$4,471.71	
Configured Environments (sandbox and development)		33	\$133.68	\$4,471.71	
Project Management Plan		67	\$133.68	\$8,943.43	
Business Process Organizational Change Management Strategy		33	\$133.68	\$4,471.71	
D01.3 CEMLI Development Plan		33	\$133.68	\$4,471.71	
D02.3 CEMLI Release Management Plan		33	\$133.68	\$4,471.71	
B01.3 Use Cases		100	\$133.68	\$13,415.14	
P02.3 Project Charter		33	\$133.68	\$4,471.71	
Initial System Design Document		Initial Analysis and Design	67	\$133.68	\$8,943.43
Technical Architecture Strategy			33	\$133.68	\$4,471.71
EFS Implementation Strategy	67		\$133.68	\$8,943.43	
Business Process Re-engineering Plan	33		\$133.68	\$4,471.71	
Organizational Readiness Assessment	67		\$133.68	\$8,943.43	
Business Process Organizational Change Management Plan	33		\$133.68	\$4,471.71	
System Landscape, Technical and Business Design Strategy	67		\$133.68	\$8,943.43	
Knowledge Transfer Strategy	67		\$133.68	\$8,943.43	
End-User Training Strategy	67		\$133.68	\$8,943.43	
Requirements Traceability Matrix	67		\$133.68	\$8,943.43	
System Security Strategy	67		\$133.68	\$8,943.43	
D03.3 CEMLIL Release 1	100		\$133.68	\$13,415.14	
B03.3 Conference Room Pilot 1	67		\$133.68	\$8,943.43	
				\$133.68	\$0.00
				\$133.68	\$0.00
Data Conversion Strategy	Final Analysis and Design		86	\$133.68	\$11,456.68
Final System Design Document			86	\$133.68	\$11,456.68
Knowledge Transfer Plans		86	\$133.68	\$11,456.68	
Business Intelligence Plan		86	\$133.68	\$11,456.68	
Communication Plan		43	\$133.68	\$5,728.34	
Business Continuity Strategy		43	\$133.68	\$5,728.34	
Data Governance Structure Plan		86	\$133.68	\$11,456.68	
PII Data Handling Plan		105	\$133.68	\$13,983.30	
External Requests Plan		43	\$133.68	\$5,728.34	
Data Loss Prevention (DLP) plan		43	\$133.68	\$5,728.34	
D06.3 CEMLI Release 2		86	\$133.68	\$11,456.68	
B07.3 Conference Room Pilot 2		86	\$133.68	\$11,456.68	
P06.3 Project Scope Document		86	\$133.68	\$11,456.68	

**Enterprise Financial System (EFS) Cost Workbook
Implementation Services**

CherryRoad Technologies

SaaS Option

			\$133.68	\$0.00	
Detailed Functional and Technical Specifications, including requirements documents, use cases, and logical, data flow diagrams, architecture documents and physical data models inclusive of forms, reports, interfaces, conversions, enhancements, and workflow (FRICEW).	Configuration and Development	86	\$133.68	\$11,456.68	
Test Plans: Integration, Parallel, Regression, Stress, Security and End-to-End		86	\$133.68	\$11,456.68	
Test Scripts, Test Cases and Test Data		86	\$133.68	\$11,456.68	
Data Conversion Plan		86	\$133.68	\$11,456.68	
System Security Plan		43	\$133.68	\$5,728.34	
Role-to-Position Mapping		86	\$133.68	\$11,456.68	
Business Continuity Plan		105	\$133.68	\$13,983.30	
End-User Training Plans		86	\$133.68	\$11,456.68	
D09.3 CEMLI Release 3		86	\$133.68	\$11,456.68	
B09.3 Conference Room Pilot 3		86	\$133.68	\$11,456.68	
O12.3 Organizational Readiness Assessment		43	\$133.68	\$5,728.34	
				\$133.68	\$0.00
Test Plan: User Acceptance		Testing and Training	33	\$133.68	\$4,471.71
Training Curriculum Document	86		\$133.68	\$11,456.68	
Documented Successful Testing Results	153		\$133.68	\$20,400.11	
Enhanced Training Materials	209		\$133.68	\$27,966.59	
Final Training Materials	209		\$133.68	\$27,966.59	
Technical Documentation (including technical and architectural specifications, etc.)	209		\$133.68	\$27,966.59	
End-User Training	153		\$133.68	\$20,400.11	
D13.3 CEMLI Release 4	209		\$133.68	\$27,966.59	
B12.3 System Test	209		\$133.68	\$27,966.59	
I07.3 Volume Test	209		\$133.68	\$27,966.59	
B13.3 User Acceptance Test	209		\$133.68	\$27,966.59	
System and End-User Documentation	Deployment and Go-Live Support	188	\$133.68	\$25,132.50	
Post Production Support Plan		209	\$133.68	\$27,966.59	
Go/No-go Meeting and Go/No-go Documentation		153	\$133.68	\$20,400.11	
Final Detailed Deployment Plan		209	\$133.68	\$27,966.59	
Organizational Change Management Effectiveness Assessment		188	\$133.68	\$25,132.50	
Phase Closeout (to include System Tuning, Knowledge Transfer Assessment, Project Artifacts in Repository, Lessons Learned, Update Blueprint, Impact Assessment, and Transition Support to M&O Services)		76	\$133.68	\$10,159.95	
Successful Deployment Documented (Final Migrated Data)		153	\$133.68	\$20,400.11	
Support Phase		228	\$133.68	\$30,479.84	
O18.3 Operations Transition		76	\$133.68	\$10,159.95	
I08.3 Production Service Levels		153	\$133.68	\$20,400.11	
				\$133.68	\$0.00
			\$133.68	\$0.00	
Warranty Services				No Charge	
Total Implementation - Optional Phase		6,663		\$890,733.30	

**Enterprise Financial System (EFS) Cost Workbook
Implementation Services**

CherryRoad Technologies

SaaS Option

Notes:

1. All tasks associated with the Implementation Services proposed shall be included in the total one-time cost
2. Total one-time costs for optional functionality shall only be entered in the appropriate table above.

Enterprise Financial System (EFS) Cost Workbook
Ongoing Services
 CherryRoad Technologies
 SaaS Option

Maintenance and Operations Services								
Description	Cost in FY22 (through and including 6-30-22)	At-Risk Fee Reduction Amount, FY21	Cost in FY23	Cost in FY24	Cost in FY25	Cost in FY26	Total Ongoing Costs	Total At- Risk Fee Reduction Amounts
Composite Rate for M&O Services	\$0	NA	\$126	\$125.65	\$125.65	\$125.65		
Core Phase M&O Services	\$0	\$0	\$784,083	\$784,083	\$784,083	\$784,083	\$3,136,333	\$0
Expansion Phase M&O Services	\$0	\$0	\$0	\$130,681	\$130,681	\$130,681	\$392,042	\$0
Optional Phase M&O Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SaaS Option		\$0					\$0	\$0
Total M&O Services	\$0	\$0	\$784,083	\$914,764	\$914,764	\$914,764	\$3,528,376	\$0

Ongoing Services Options								
Business Process Outsourcing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Team Facilities	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Ongoing Services Options	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Total Costs	\$0	\$0	\$784,083	\$914,764	\$914,764	\$914,764	\$3,528,376	\$0
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Enterprise Financial System (EFS) Cost Workbook
Ongoing Services

CherryRoad Technologies

SaaS Option

Notes:

1. The Offeror shall base each payment schedule on its own proposed timeline and costs.
2. All tasks associated with the M&O services proposed shall be included in the total ongoing costs for that service.
3. The Offeror is required to hold pricing firm throughout the term of the agreement, including Optional renewal terms, without regard to the estimated annual percentages.
4. It is the responsibility of the Offeror to ensure spreadsheet calculations are correct.

Enterprise Financial System (EFS) Cost Workbook
 Payment Schedule - Implementation Services
 CherryRoad Technologies
 SaaS Option

15%

Core Phase Payment Schedule																			
Payment Item #	Deliverable #	Name of Deliverable	Deliverable Group	Maximum Percentage for each Deliverable Group	Percent of Cost in FY22	Percent of Cost in FY23	Percent of Cost in FY24	Percent of Cost in FY25	Percent of Cost in FY26	Total Percent of Cost (Not to Exceed the Maximum Percentage)	Cost in FY22	Cost in FY23	Cost in FY24	Cost in FY25	Cost in FY26	Total Cost	Retainage Amount (15%)	Payment Amount	
1	1	Project Schedule	Project Planning	10%	0.57%					8.52%	\$44,922	\$0	\$0	\$0	\$0	\$44,922	\$6,738	\$38,183	
2	2	Project Team Training Plan			0.57%							\$44,922	\$0	\$0	\$0	\$0	\$44,922	\$6,738	\$38,183
3	3	Project Team Training			0.57%							\$44,922	\$0	\$0	\$0	\$0	\$44,922	\$6,738	\$38,183
4	4	Communication Strategy			0.57%							\$44,922	\$0	\$0	\$0	\$0	\$44,922	\$6,738	\$38,183
5	5	Configured Environments (sandbox and development)			0.57%							\$44,922	\$0	\$0	\$0	\$0	\$44,922	\$6,738	\$38,183
6	6	Project Charter			0.57%							\$44,922	\$0	\$0	\$0	\$0	\$44,922	\$6,738	\$38,183
7	7	Project Management Plan			1.13%							\$89,835	\$0	\$0	\$0	\$0	\$89,835	\$13,475	\$76,360
8	8	Work Break Down Structure			0.19%							\$15,425	\$0	\$0	\$0	\$0	\$15,425	\$2,314	\$13,111
9	9	Scope Change Management Tool			0.19%							\$15,370	\$0	\$0	\$0	\$0	\$15,370	\$2,305	\$13,064
10	10	Issue/Risk Management Tool			0.19%							\$15,370	\$0	\$0	\$0	\$0	\$15,370	\$2,305	\$13,064
11	11	Business Process Organizational Change Management Strategy			0.57%							\$44,922	\$0	\$0	\$0	\$0	\$44,922	\$6,738	\$38,183
		D01.1 CEMJI Development Plan	0.57%						\$44,922	\$0	\$0	\$0	\$0	\$44,922	\$6,738	\$38,183			
		B01.1 Use Cases	1.13%						\$89,835	\$0	\$0	\$0	\$0	\$89,835	\$13,475	\$76,360			
		D02.1 CEMJI Release Management Plan	1.13%						\$89,835	\$0	\$0	\$0	\$0	\$89,835	\$13,475	\$76,360			
									\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
12	12	Initial System Design Document	Initial Analysis and Design	10%	1.17%					14.48%	\$92,345	\$0	\$0	\$0	\$0	\$92,345	\$13,852	\$78,493	
13	13	Technical Architecture Strategy			0.57%							\$44,922	\$0	\$0	\$0	\$0	\$44,922	\$6,738	\$38,183
14	14	EFS Implementation Strategy			1.17%							\$92,345	\$0	\$0	\$0	\$0	\$92,345	\$13,852	\$78,493
15	15	Business Process Re-engineering Plan			0.57%							\$44,922	\$0	\$0	\$0	\$0	\$44,922	\$6,738	\$38,183
16	16	Organizational Readiness Assessment			0.58%							\$46,173	\$0	\$0	\$0	\$0	\$46,173	\$6,926	\$39,247
17	17	Business Process Organizational Change Management Plan			0.57%							\$44,922	\$0	\$0	\$0	\$0	\$44,922	\$6,738	\$38,183
18	18	System Landscape, Technical and Business Design Strategy			1.17%							\$92,345	\$0	\$0	\$0	\$0	\$92,345	\$13,852	\$78,493
19	19	Knowledge Transfer Strategy			0.58%							\$46,173	\$0	\$0	\$0	\$0	\$46,173	\$6,926	\$39,247
20	20	End-User Training Strategy			1.17%							\$92,345	\$0	\$0	\$0	\$0	\$92,345	\$13,852	\$78,493
21	21	Requirements Traceability Matrix			1.17%							\$92,345	\$0	\$0	\$0	\$0	\$92,345	\$13,852	\$78,493
22	22	System Security Strategy			0.58%							\$46,173	\$0	\$0	\$0	\$0	\$46,173	\$6,926	\$39,247
		D03.1 CEMJI Release 1	1.70%						\$134,757	\$0	\$0	\$0	\$0	\$134,757	\$20,213	\$114,543			
		B03.1 Conference Room Plot 1	3.50%						\$277,044	\$0	\$0	\$0	\$0	\$277,044	\$41,557	\$235,487			
									\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
									\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
23	23	Data Conversion Strategy	Final Analysis and Design	15%	0.72%					13.77%	\$57,401	\$0	\$0	\$0	\$0	\$57,401	\$8,610	\$48,791	
24	24	Final System Design Document			0.72%							\$57,401	\$0	\$0	\$0	\$0	\$57,401	\$8,610	\$48,791
25	25	Knowledge Transfer Plans			0.72%							\$57,401	\$0	\$0	\$0	\$0	\$57,401	\$8,610	\$48,791
26	26	Business Intelligence Plan			0.72%							\$57,401	\$0	\$0	\$0	\$0	\$57,401	\$8,610	\$48,791
27	27	Communication Plan			0.72%							\$57,401	\$0	\$0	\$0	\$0	\$57,401	\$8,610	\$48,791
28	28	Business Continuity Strategy			0.72%							\$57,401	\$0	\$0	\$0	\$0	\$57,401	\$8,610	\$48,791
		D06.1 CEMJI Release 2			5.07%							\$401,823	\$0	\$0	\$0	\$0	\$401,823	\$60,273	\$341,550
		B07.1 Conference Room Plot 2			4.35%							\$344,422	\$0	\$0	\$0	\$0	\$344,422	\$51,663	\$292,759
									\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
									\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
29	29	Detailed Functional and Technical Specifications, including requirements documents, use cases, and logical, data flow diagrams, architecture documents and physical data models inclusive of forms, reports, interfaces, conversions, enhancements, and workflow (FRICEW).	Configuration and Development	20%	0.82%					23.86%	\$64,892	\$0	\$0	\$0	\$0	\$64,892	\$9,734	\$55,158	
30	30	Test Plans Integration, Parallel, Regression, Stress, Security, and End-to-End			0.82%							\$64,892	\$0	\$0	\$0	\$0	\$64,892	\$9,734	\$55,158
31	31	Test Scripts, Test Cases and Test Data			2.05%							\$162,226	\$0	\$0	\$0	\$0	\$162,226	\$24,334	\$137,892
32	32	Data Conversion Plan			0.76%							\$59,887	\$0	\$0	\$0	\$0	\$59,887	\$8,983	\$50,904
33	33	System Security Plan			0.76%							\$59,887	\$0	\$0	\$0	\$0	\$59,887	\$8,983	\$50,904
34	34	Role-to-Position Mapping			2.05%							\$162,226	\$0	\$0	\$0	\$0	\$162,226	\$24,334	\$137,892
35	35	Business Continuity Plan			2.05%							\$162,226	\$0	\$0	\$0	\$0	\$162,226	\$24,334	\$137,892
36	36	End-User Training Plans			0.76%							\$59,887	\$0	\$0	\$0	\$0	\$59,887	\$8,983	\$50,904
37	37	Data Governance Structure Plan			0.72%							\$57,401	\$0	\$0	\$0	\$0	\$57,401	\$8,610	\$48,791
38	38	PII Data Handling Plan			0.82%							\$64,892	\$0	\$0	\$0	\$0	\$64,892	\$9,734	\$55,158

Enterprise Financial System (EFS) Cost Workbook
 Payment Schedule - Implementation Services
 CherryRoad Technologies
 SaaS Option

15%

39	39	External Requests Plan			0.78%					\$59,887	\$0	\$0	\$0	\$0	\$59,887	\$8,983	\$50,904		
40	40	Data Loss Prevention (DLP) plan			0.78%					\$59,887	\$0	\$0	\$0	\$0	\$59,887	\$8,983	\$50,904		
		D09.1 CEMLI Release 3			3.78%					\$299,453	\$0	\$0	\$0	\$0	\$299,453	\$44,918	\$254,535		
		B09.1 Conference Room Plot 3			4.92%					\$389,344	\$0	\$0	\$0	\$0	\$389,344	\$58,402	\$330,942		
		O12.1 Organizational Readiness Assessment			2.05%					\$162,226	\$0	\$0	\$0	\$0	\$162,226	\$24,334	\$137,892		
										\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
41	41	Test Plan User Acceptance			0.17%					\$13,366	\$0	\$0	\$0	\$0	\$13,366	\$2,005	\$11,361		
42	42	Training Curriculum Document			0.82%					\$84,882	\$0	\$0	\$0	\$0	\$84,882	\$9,734	\$55,168		
43	43	Documented Successful Testing Results				0.65%				\$0	\$51,787	\$0	\$0	\$0	\$51,787	\$7,788	\$44,019		
44	44	Enhanced Training Materials			1.64%					\$129,784	\$0	\$0	\$0	\$0	\$129,784	\$19,468	\$110,316		
45	45	Final Training Materials			1.64%					\$129,784	\$0	\$0	\$0	\$0	\$129,784	\$19,468	\$110,316		
46	46	Technical Documentation (including technical and architectural specifications etc.)	Testing and Training	25%	1.64%				21.80%	\$129,784	\$0	\$0	\$0	\$0	\$129,784	\$19,468	\$110,316		
47	47	End-User Training				0.65%				\$0	\$51,787	\$0	\$0	\$0	\$51,787	\$7,788	\$44,019		
		D13.1 CEMLI Release 4			4.92%					\$389,344	\$0	\$0	\$0	\$0	\$389,344	\$58,402	\$330,942		
		B12.1 System Test			4.92%					\$389,344	\$0	\$0	\$0	\$0	\$389,344	\$58,402	\$330,942		
		I07.1 Volume Test			3.28%					\$259,560	\$0	\$0	\$0	\$0	\$259,560	\$38,934	\$220,626		
		B13.1 User Acceptance Test			1.47%					\$116,410	\$0	\$0	\$0	\$0	\$116,410	\$17,461	\$98,949		
48	48	System and End-User Documentation				2.96%				\$0	\$234,537	\$0	\$0	\$0	\$234,537	\$35,181	\$199,357		
49	49	Post Production Support Plan			1.64%					\$129,784	\$0	\$0	\$0	\$0	\$129,784	\$19,468	\$110,316		
50	50	Go/No-go Meeting and Go/No-go Documentation				0.65%				\$0	\$51,787	\$0	\$0	\$0	\$51,787	\$7,788	\$44,019		
51	51	Final Detailed Deployment Plan			3.28%					\$259,560	\$0	\$0	\$0	\$0	\$259,560	\$38,934	\$220,626		
52	52	Organizational Change Management Effectiveness Assessment				0.74%				\$0	\$58,636	\$0	\$0	\$0	\$58,636	\$8,795	\$49,841		
53	53	Phase Closeout (to include System Tuning, Knowledge Transfer Assessment, Project Artifacts in Repository, Lessons Learned, Update Blueprint, Impact Assessment, and Transition Support to M&O Services)	Deployment and Go-Live Support	20%		0.74%			17.57%	\$0	\$58,818	\$0	\$0	\$0	\$58,818	\$8,823	\$49,995		
54	54	Successful Deployment Documented (Final Migrated Data)				3.92%				\$0	\$310,737	\$0	\$0	\$0	\$310,737	\$46,611	\$264,126		
55	55	Phase				2.23%				\$0	\$176,463	\$0	\$0	\$0	\$176,463	\$26,469	\$149,994		
		I08.1 Production Service Levels				0.65%				\$0	\$51,787	\$0	\$0	\$0	\$51,787	\$7,788	\$44,019		
		O18.1 Operations Transition				0.74%				\$0	\$58,818	\$0	\$0	\$0	\$58,818	\$8,823	\$49,995		
										\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
										\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Core Phase Totals					100%	86.04%	13.96%	0.00%	0.00%	0.00%	100.00%	\$6,813,326	\$1,106,156	\$0	\$0	\$0	\$7,918,484	\$1,187,773	\$6,730,711

Enterprise Financial System (EFS) Cost Workbook
 Payment Schedule - Implementation Services
 CherryRoad Technologies
 SaaS Option

15%

Expansion Phase Payment Schedule																				
Payment Item #	Deliverable #	Name of Deliverable	Deliverable Group	Maximum Percentage for each Deliverable Group	Percent of Cost in FY22	Percent of Cost in FY23	Percent of Cost in FY24	Percent of Cost in FY25	Percent of Cost in FY26	Total Percent of Cost (Not to Exceed the Maximum Percentage)	Cost in FY22	Cost in FY23	Cost in FY24	Cost in FY25	Cost in FY26	Total Cost	Retainage Amount (15%)	Payment Amount		
56	1	Project Schedule	Project Planning	10%		0.41%				6.11%	\$0	\$19,145	\$0	\$0	\$0	\$19,145	\$2,872	\$16,273		
57	2	Project Team Training Plan				0.41%						\$0	\$19,145	\$0	\$0	\$0	\$0	\$19,145	\$2,872	\$16,273
58	3	Project Team Training				0.50%						\$0	\$23,034	\$0	\$0	\$0	\$0	\$23,034	\$3,456	\$19,578
59	4	Communication Strategy				0.41%						\$0	\$19,145	\$0	\$0	\$0	\$0	\$19,145	\$2,872	\$16,273
60	5	Configured Environments (sandbox and development)				0.41%						\$0	\$19,145	\$0	\$0	\$0	\$0	\$19,145	\$2,872	\$16,273
61	6	Project Management Plan				0.99%						\$0	\$46,069	\$0	\$0	\$0	\$0	\$46,069	\$6,910	\$39,159
62	7	Business Process Organizational Change Management Strategy				0.50%						\$0	\$23,034	\$0	\$0	\$0	\$0	\$23,034	\$3,456	\$19,578
		D01.2 CEM/J Development Plan				0.41%						\$0	\$19,145	\$0	\$0	\$0	\$0	\$19,145	\$2,872	\$16,273
		D02.2 CEM/J Release Management Plan				0.82%						\$0	\$38,285	\$0	\$0	\$0	\$0	\$38,285	\$5,743	\$32,543
		B01.2 Use Cases				0.82%						\$0	\$38,285	\$0	\$0	\$0	\$0	\$38,285	\$5,743	\$32,543
		P02.2 Project Charter		0.41%					\$0	\$19,145	\$0	\$0	\$0	\$0	\$19,145	\$2,872	\$16,273			
									\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
63	8	Initial System Design Document	Initial Analysis and Design	10%		1.21%				13.49%	\$0	\$56,094	\$0	\$0	\$0	\$56,094	\$8,414	\$47,680		
64	9	Technical Architecture Strategy				0.50%						\$0	\$23,034	\$0	\$0	\$0	\$0	\$23,034	\$3,456	\$19,578
65	10	EFS Implementation Strategy				1.21%						\$0	\$56,094	\$0	\$0	\$0	\$0	\$56,094	\$8,414	\$47,680
66	11	Business Process Re-engineering Plan				0.50%						\$0	\$23,034	\$0	\$0	\$0	\$0	\$23,034	\$3,456	\$19,578
67	12	Organizational Readiness Assessment				0.60%						\$0	\$28,047	\$0	\$0	\$0	\$0	\$28,047	\$4,207	\$23,840
68	13	Business Process Organizational Change Management Plan				0.50%						\$0	\$23,034	\$0	\$0	\$0	\$0	\$23,034	\$3,456	\$19,578
69	14	System Landscape, Technical and Business Design Strategy				0.99%						\$0	\$46,069	\$0	\$0	\$0	\$0	\$46,069	\$6,910	\$39,159
70	15	Knowledge Transfer Strategy				0.50%						\$0	\$23,034	\$0	\$0	\$0	\$0	\$23,034	\$3,456	\$19,578
71	16	End-User Training Strategy				1.21%						\$0	\$56,094	\$0	\$0	\$0	\$0	\$56,094	\$8,414	\$47,680
72	17	Requirements Traceability Matrix				1.21%						\$0	\$56,094	\$0	\$0	\$0	\$0	\$56,094	\$8,414	\$47,680
73	18	System Security Strategy		0.60%					\$0	\$28,047	\$0	\$0	\$0	\$0	\$28,047	\$4,207	\$23,840			
		D03.2 CEM/J Release 1		1.49%					\$0	\$69,103	\$0	\$0	\$0	\$0	\$69,103	\$10,366	\$58,738			
		B03.2 Conference Room Plot 1		2.98%					\$0	\$138,202	\$0	\$0	\$0	\$0	\$138,202	\$20,730	\$117,471			
									\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
									\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
74	19	Data Conversion Strategy	Final Analysis and Design	15%		0.70%				18.29%	\$0	\$32,498	\$0	\$0	\$0	\$32,498	\$4,875	\$27,623		
75	20	Final System Design Document				0.70%						\$0	\$32,498	\$0	\$0	\$0	\$0	\$32,498	\$4,875	\$27,623
76	21	Knowledge Transfer Plans				0.70%						\$0	\$32,498	\$0	\$0	\$0	\$0	\$32,498	\$4,875	\$27,623
77	22	Business Intelligence Plan				0.70%						\$0	\$32,498	\$0	\$0	\$0	\$0	\$32,498	\$4,875	\$27,623
78	23	Communication Plan				0.70%						\$0	\$32,498	\$0	\$0	\$0	\$0	\$32,498	\$4,875	\$27,623
79	24	Business Continuity Strategy				0.70%						\$0	\$32,498	\$0	\$0	\$0	\$0	\$32,498	\$4,875	\$27,623
80	25	Data Governance Structure Plan				0.75%						\$0	\$34,716	\$0	\$0	\$0	\$0	\$34,716	\$5,207	\$29,509
81	26	P/I Data Handling Plan				1.99%						\$0	\$92,374	\$0	\$0	\$0	\$0	\$92,374	\$13,856	\$78,518
82	27	External Requests Plan				0.75%						\$0	\$34,716	\$0	\$0	\$0	\$0	\$34,716	\$5,207	\$29,509
83	28	Data Loss Prevention (DLP) plan				0.80%						\$0	\$36,949	\$0	\$0	\$0	\$0	\$36,949	\$5,542	\$31,408
		D06.2 CEM/J Release 2		4.90%					\$0	\$227,490	\$0	\$0	\$0	\$0	\$227,490	\$34,123	\$193,368			
		B07.2 Conference Room Plot 2		4.20%					\$0	\$194,962	\$0	\$0	\$0	\$0	\$194,962	\$29,244	\$165,718			
		P06.2 Project Scope Document		0.70%					\$0	\$32,498	\$0	\$0	\$0	\$0	\$32,498	\$4,875	\$27,623			
									\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
84	29	Detailed Functional and Technical Specifications, including requirements documents, use cases, and logical, data flow diagrams, architecture documents and physical data models inclusive of forms, reports, interfaces, conversions, enhancements, and workflow (FRICEW).	Configuration and Development	20%		0.80%				19.92%	\$0	\$36,949	\$0	\$0	\$0	\$36,949	\$5,542	\$31,408		
85	30	Test Plans Integration, Parallel, Regression, Stress Security and End-to-End				0.80%						\$0	\$36,949	\$0	\$0	\$0	\$0	\$36,949	\$5,542	\$31,408
86	31	Test Scripts, Test Cases and Test Data				1.99%						\$0	\$92,374	\$0	\$0	\$0	\$0	\$92,374	\$13,856	\$78,518
87	32	Data Conversion Plan				0.75%						\$0	\$34,716	\$0	\$0	\$0	\$0	\$34,716	\$5,207	\$29,509
88	33	System Security Plan				0.75%						\$0	\$34,716	\$0	\$0	\$0	\$0	\$34,716	\$5,207	\$29,509
89	34	Role-to-Position Mapping				1.99%						\$0	\$92,374	\$0	\$0	\$0	\$0	\$92,374	\$13,856	\$78,518
90	35	Business Continuity Plan				1.59%						\$0	\$73,902	\$0	\$0	\$0	\$0	\$73,902	\$11,085	\$62,817
91	36	End-User Training Plans				0.75%						\$0	\$34,716	\$0	\$0	\$0	\$0	\$34,716	\$5,207	\$29,509

Enterprise Financial System (EFS) Cost Workbook
 Payment Schedule - Implementation Services
 CherryRoad Technologies
 SaaS Option

										15%									
		D09.2 CEMJ Release 3				3.74%				\$0	\$173,586	\$0	\$0	\$0	\$173,586	\$26,038	\$147,548		
		B09.2 Conference Room Plot 3				4.78%				\$0	\$221,702	\$0	\$0	\$0	\$221,702	\$33,256	\$188,447		
		O12.2 Organizational Readiness Assessment				1.99%				\$0	\$82,374	\$0	\$0	\$0	\$82,374	\$13,856	\$78,518		
										\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
92	37	Test Plan User Acceptance	Testing and Training	25%		0.29%				\$0	\$13,367	\$0	\$0	\$0	\$13,367	\$2,006	\$11,362		
93	38	Training Curriculum Document					0.80%					\$0	\$36,949	\$0	\$0	\$0	\$36,949	\$5,542	\$31,406
94	39	Documented Successful Testing Results						0.75%				\$0	\$0	\$34,716	\$0	\$0	\$34,716	\$5,207	\$29,509
95	40	Enhanced Training Materials					1.59%					\$0	\$73,902	\$0	\$0	\$0	\$73,902	\$11,085	\$62,817
96	41	Final Training Materials					1.59%					\$0	\$73,902	\$0	\$0	\$0	\$73,902	\$11,085	\$62,817
97	42	Technical Documentation (including technical and architectural specifications, etc.)					1.59%					\$0	\$73,902	\$0	\$0	\$0	\$73,902	\$11,085	\$62,817
98	43	End-User Training						0.75%				\$0	\$0	\$34,716	\$0	\$0	\$34,716	\$5,207	\$29,509
		D13.2 CEMJ Release 4					4.78%					\$0	\$221,702	\$0	\$0	\$0	\$221,702	\$33,256	\$188,447
		B12.2 System Test					4.78%					\$0	\$221,702	\$0	\$0	\$0	\$221,702	\$33,256	\$188,447
		J07.2 Volume Test					3.18%					\$0	\$147,800	\$0	\$0	\$0	\$147,800	\$22,170	\$125,630
		B13.2 User Acceptance Test			1.30%					\$0	\$60,531	\$0	\$0	\$0	\$60,531	\$9,080	\$51,451		
99	44	System and End-User Documentation	Deployment and Go-Live Support	20%		4.45%				\$0	\$0	\$206,516	\$0	\$0	\$206,516	\$30,977	\$175,539		
100	45	Post Production Support Plan					0.50%					\$0	\$23,034	\$0	\$0	\$0	\$23,034	\$3,456	\$19,578
101	46	Go/No-go Meeting and Go/No-go Documentation						0.75%				\$0	\$0	\$34,716	\$0	\$0	\$34,716	\$5,207	\$29,509
102	47	Final Detailed Deployment Plan					3.18%					\$0	\$147,800	\$0	\$0	\$0	\$147,800	\$22,170	\$125,630
103	48	Organizational Change Management Effectiveness Assessment						1.11%				\$0	\$0	\$51,629	\$0	\$0	\$51,629	\$7,744	\$43,885
104	49	Phase Closeout (to include System Tuning, Knowledge Transfer Assessment, Project Artifacts in Repository, Lessons Learned, Update Blueprint, Impact Assessment, and Transition Support to M&O Services)						1.11%				\$0	\$0	\$51,736	\$0	\$0	\$51,736	\$7,780	\$43,975
105	50	Successful Deployment Documented (Final Migrated Data)						4.46%				\$0	\$0	\$208,307	\$0	\$0	\$208,307	\$31,246	\$177,061
106	51	Phase						3.34%				\$0	\$0	\$155,207	\$0	\$0	\$155,207	\$23,281	\$131,926
		O08.2 Production Service Levels						0.75%				\$0	\$0	\$34,716	\$0	\$0	\$34,716	\$5,207	\$29,509
		O18.2 Operations Transition						1.11%				\$0	\$0	\$51,731	\$0	\$0	\$51,731	\$7,780	\$43,971
										\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
										\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Expansion Phase Totals				100%	0.00%	81.38%	18.62%	0.00%	0.00%	100.00%	\$0	\$3,777,233	\$863,902	\$0	\$0	\$4,641,224	\$696,194	\$3,945,041	

Optional Phase Payment Schedule																			
Payment Item #	Deliverable #	Name of Deliverable	Deliverable Group	Maximum Percentage for each Deliverable Group	Percent of Cost in FY22	Percent of Cost in FY23	Percent of Cost in FY24	Percent of Cost in FY25	Percent of Cost in FY26	Total Percent of Cost (Not to Exceed the Maximum Percentage)	Cost in FY22	Cost in FY23	Cost in FY24	Cost in FY25	Cost in FY26	Total Cost	Retainage Amount (15%)	Payment Amount	
107	1	Project Schedule	Project Planning	10%			1.00%			7.53%	\$0	\$0	\$8,944	\$0	\$0	\$8,944	\$1,342	\$7,602	
108	2	Project Team Training Plan						0.50%				\$0	\$0	\$4,471	\$0	\$0	\$4,471	\$671	\$3,801
109	3	Project Team Training						0.50%				\$0	\$0	\$4,471	\$0	\$0	\$4,471	\$671	\$3,801
110	4	Communication Strategy						0.50%				\$0	\$0	\$4,471	\$0	\$0	\$4,471	\$671	\$3,801
111	5	Configured Environments (sandbox and development)						0.50%				\$0	\$0	\$4,471	\$0	\$0	\$4,471	\$671	\$3,801
112	6	Project Management Plan						1.00%				\$0	\$0	\$8,944	\$0	\$0	\$8,944	\$1,342	\$7,602
113	7	Business Process Organizational Change Management Strategy						0.50%				\$0	\$0	\$4,471	\$0	\$0	\$4,471	\$671	\$3,801
		D01.3 CEMJ Development Plan						0.50%				\$0	\$0	\$4,471	\$0	\$0	\$4,471	\$671	\$3,801
		D02.3 CEMJ Release Management Plan						0.50%				\$0	\$0	\$4,471	\$0	\$0	\$4,471	\$671	\$3,801
		B01.3 Use Cases						1.51%				\$0	\$0	\$13,415	\$0	\$0	\$13,415	\$2,012	\$11,403
		P02.3 Project Charter				0.50%				\$0	\$0	\$4,471	\$0	\$0	\$4,471	\$671	\$3,801		
114	8	Initial System Design Document	Initial Analysis	10%			1.00%			12.05%	\$0	\$0	\$8,944	\$0	\$0	\$8,944	\$1,342	\$7,602	
115	9	Technical Architecture Strategy						0.50%				\$0	\$0	\$4,471	\$0	\$0	\$4,471	\$671	\$3,801
116	10	EFS Implementation Strategy						1.00%				\$0	\$0	\$8,944	\$0	\$0	\$8,944	\$1,342	\$7,602
117	11	Business Process Re-engineering Plan						0.50%				\$0	\$0	\$4,471	\$0	\$0	\$4,471	\$671	\$3,801
118	12	Organizational Readiness Assessment						1.00%				\$0	\$0	\$8,944	\$0	\$0	\$8,944	\$1,342	\$7,602
119	13	Business Process Organizational Change Management Plan						0.50%				\$0	\$0	\$4,471	\$0	\$0	\$4,471	\$671	\$3,801
120	14	System Landscape, Technical and Business Design Strategy						1.00%				\$0	\$0	\$8,944	\$0	\$0	\$8,944	\$1,342	\$7,602

Enterprise Financial System (EFS) Cost Workbook
 Payment Schedule - Implementation Services
 CherryRoad Technologies
 SaaS Option

										15%							
121	15	Knowledge Transfer Strategy	and Design			1.00%				\$0	\$0	\$8,944	\$0	\$0	\$8,944	\$1,342	\$7,602
122	16	End-User Training Strategy				1.00%				\$0	\$0	\$8,944	\$0	\$0	\$8,944	\$1,342	\$7,602
123	17	Requirements Traceability Matrix				1.00%				\$0	\$0	\$8,944	\$0	\$0	\$8,944	\$1,342	\$7,602
124	18	System Security Strategy				1.00%				\$0	\$0	\$8,944	\$0	\$0	\$8,944	\$1,342	\$7,602
		D03.3 CEMUL Release 1				1.51%				\$0	\$0	\$13,415	\$0	\$0	\$13,415	\$2,012	\$11,403
		B03.3 Conference Room P lot 1				1.00%				\$0	\$0	\$8,944	\$0	\$0	\$8,944	\$1,342	\$7,602
										\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
										\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
125	19	Data Conversion Strategy				1.29%				\$0	\$0	\$11,457	\$0	\$0	\$11,457	\$1,718	\$9,738
126	20	Final System Design Document				1.29%				\$0	\$0	\$11,457	\$0	\$0	\$11,457	\$1,718	\$9,738
127	21	Knowledge Transfer Plans				1.29%				\$0	\$0	\$11,457	\$0	\$0	\$11,457	\$1,718	\$9,738
128	22	Business Intelligence Plan				1.29%				\$0	\$0	\$11,457	\$0	\$0	\$11,457	\$1,718	\$9,738
129	23	Communication Plan				0.64%				\$0	\$0	\$5,728	\$0	\$0	\$5,728	\$859	\$4,869
130	24	Business Continuity Strategy				0.64%				\$0	\$0	\$5,728	\$0	\$0	\$5,728	\$859	\$4,869
131	25	Data Governance Structure Plan				1.29%				\$0	\$0	\$11,457	\$0	\$0	\$11,457	\$1,718	\$9,738
132	26	PII Data Handling Plan				1.57%				\$0	\$0	\$13,984	\$0	\$0	\$13,984	\$2,098	\$11,886
133	27	External Requests Plan				0.64%				\$0	\$0	\$5,728	\$0	\$0	\$5,728	\$859	\$4,869
134	28	Data Loss Prevention (DLP) plan				0.64%				\$0	\$0	\$5,728	\$0	\$0	\$5,728	\$859	\$4,869
		D08.3 CEMUL Release 2				1.29%				\$0	\$0	\$11,457	\$0	\$0	\$11,457	\$1,718	\$9,738
		B07.3 Conference Room P lot 2				1.29%				\$0	\$0	\$11,457	\$0	\$0	\$11,457	\$1,718	\$9,738
		P08.3 Project Scope Document				1.29%				\$0	\$0	\$11,457	\$0	\$0	\$11,457	\$1,718	\$9,738
										\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
136	29	Detailed Functional and Technical Specifications, including requirements documents, use cases, and logical, data flow diagrams, architecture documents and physical data models inclusive of forms, reports, interfaces, conversions, enhancements, and workflow (FRICEW).				1.29%				\$0	\$0	\$11,457	\$0	\$0	\$11,457	\$1,718	\$9,738
138	30	Test Plans Integration, Parallel, Regression, Stress, Security, and End-to-End				1.29%				\$0	\$0	\$11,457	\$0	\$0	\$11,457	\$1,718	\$9,738
137	31	Test Scripts, Test Cases and Test Data				1.29%				\$0	\$0	\$11,457	\$0	\$0	\$11,457	\$1,718	\$9,738
138	32	Data Conversion Plan				1.29%				\$0	\$0	\$11,457	\$0	\$0	\$11,457	\$1,718	\$9,738
139	33	System Security Plan				0.64%				\$0	\$0	\$5,728	\$0	\$0	\$5,728	\$859	\$4,869
140	34	Role-to-Position Mapping				1.29%				\$0	\$0	\$11,457	\$0	\$0	\$11,457	\$1,718	\$9,738
141	35	Business Continuity Plan				1.57%				\$0	\$0	\$13,984	\$0	\$0	\$13,984	\$2,098	\$11,886
142	36	End-User Training Plans				1.29%				\$0	\$0	\$11,457	\$0	\$0	\$11,457	\$1,718	\$9,738
		D08.3 CEMUL Release 3				1.29%				\$0	\$0	\$11,457	\$0	\$0	\$11,457	\$1,718	\$9,738
		B09.3 Conference Room P lot 3				1.29%				\$0	\$0	\$11,457	\$0	\$0	\$11,457	\$1,718	\$9,738
		O12.3 Organizational Readiness Assessment				0.64%				\$0	\$0	\$5,728	\$0	\$0	\$5,728	\$859	\$4,869
										\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
143	37	Test Plan User Acceptance				0.50%				\$0	\$0	\$4,471	\$0	\$0	\$4,471	\$671	\$3,801
144	38	Training Curriculum Document				1.29%				\$0	\$0	\$11,457	\$0	\$0	\$11,457	\$1,718	\$9,738
145	39	Documented Successful Testing Results				2.29%				\$0	\$0	\$20,400	\$0	\$0	\$20,400	\$3,080	\$17,340
146	40	Enhanced Training Materials				3.14%				\$0	\$0	\$27,966	\$0	\$0	\$27,966	\$4,195	\$23,771
147	41	Final Training Materials				3.14%				\$0	\$0	\$27,966	\$0	\$0	\$27,966	\$4,195	\$23,771
148	42	Technical Documentation (including technical and architectural specifications, etc.)				3.14%				\$0	\$0	\$27,966	\$0	\$0	\$27,966	\$4,195	\$23,771
149	43	End-User Training				2.29%				\$0	\$0	\$20,400	\$0	\$0	\$20,400	\$3,080	\$17,340
		D13.3 CEMUL Release 4				3.14%				\$0	\$0	\$27,966	\$0	\$0	\$27,966	\$4,195	\$23,771
		B12.3 System Test				3.14%				\$0	\$0	\$27,966	\$0	\$0	\$27,966	\$4,195	\$23,771
		I07.3 Volume Test				3.14%				\$0	\$0	\$27,966	\$0	\$0	\$27,966	\$4,195	\$23,771
		B13.3 User Acceptance Test				3.14%				\$0	\$0	\$27,966	\$0	\$0	\$27,966	\$4,195	\$23,771
150	44	System and End-User Documentation				2.82%				\$0	\$0	\$25,133	\$0	\$0	\$25,133	\$3,770	\$21,363
151	45	Post Production Support Plan				3.14%				\$0	\$0	\$27,966	\$0	\$0	\$27,966	\$4,195	\$23,771
152	46	Go/No-go Meeting and Go/No-go Documentation				2.29%				\$0	\$0	\$20,400	\$0	\$0	\$20,400	\$3,080	\$17,340
153	47	Final Detailed Deployment Plan				3.14%				\$0	\$0	\$27,966	\$0	\$0	\$27,966	\$4,195	\$23,771
154	48	Organizational Change Management Effectiveness Assessment				2.82%				\$0	\$0	\$25,133	\$0	\$0	\$25,133	\$3,770	\$21,363
155	49	Phase Closeout (to include System Tuning, Knowledge Transfer Assessment, Project Artifacts in Repository, Lessons Learned, Update Blueprint, Impact Assessment, and Transition Support to M&O Services)				1.14%				\$0	\$0	\$10,160	\$0	\$0	\$10,160	\$1,524	\$8,636
156	50	Successful Deployment Documented (Final Migrated Data)				2.29%				\$0	\$0	\$20,400	\$0	\$0	\$20,400	\$3,080	\$17,340
157	51	Phase				3.42%				\$0	\$0	\$30,480	\$0	\$0	\$30,480	\$4,572	\$25,908

Enterprise Financial System (EFS) Cost Workbook
 Payment Schedule - Implementation Services

CherryRoad Technologies
 SaaS Option

													15%									
		O19.3 Operations Transition				1.14%				\$0	\$0	\$10,180	\$0	\$0	\$10,180	\$1,524	\$8,656					
		I08.3 Production Service Levels				2.29%				\$0	\$0	\$20,400	\$0	\$0	\$20,400	\$3,060	\$17,340					
										\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0					
										\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0					
Optional Phase Totals			100%	0.00%	0.00%	100.00%	0.00%	0.00%	100.00%	\$0	\$0	\$890,736	\$0	\$0	\$890,736	\$133,610	\$757,126					
Retained amount to be paid out at final acceptance															\$2,017,567							
Grand Total - Core, Expansion, and Optional Phases															\$8,813,328	\$4,882,301	\$1,754,727	\$0	\$0	\$13,450,444		\$11,432,877

**Enterprise Financial System (EFS) Cost Workbook
Payment Schedule - Implementation Services**

CherryRoad Technologies
SaaS Option

15%

Notes:

1. The Offeror shall list all deliverables as part of its proposed solution.
2. The percentages listed for the minimum list of deliverables above may not exceed the Maximum Percentages for each Deliverable Group, but can be decreased to allow for additional deliverables and associated percentages. The Percentage Total for each Deliverable and Deliverable Group shall not exceed 100%.
3. The Offeror is required to hold pricing firm throughout the term of the agreement, including optional renewal terms, without regard to the estimated annual percentages.
4. Deliverables shall be considered to have received acceptance subject to a 15% retainage which shall be paid upon acceptance of each
5. Offerors must at a minimum use the Deliverables listed above from the Minimum Deliverables List in the RFP. Offerors may add to the list in alignment with their Proposed Phase Plans, or they may use a Minimum Deliverable on multiple rows. However, Offerors must not change the deliverable numbers of the Minimum Deliverables list.
6. The Offeror may insert additional rows as required. It is the responsibility of the Offeror to ensure spreadsheet calculations are correct.

Enterprise Financial System (EFS) Cost Workbook

Offeror Assumptions

CherryRoad Technologies

SaaS Option

Item #	Offer Section, Page, Paragraph	Description	Rationale, including Cost Impact if Assumption is not valid	Exact Proposed Alternative or Additional Language to Insert into Agreement (Highlight in Yellow)
1	Appendix L, Composite Rate Card	Offeror Position Mapping to Composite Rate Card	Several of the key positions in the RFP do not map directly to the positions in the composite rate table, so we have mapped those key positions to similar positions. Also, in order to accurately capture rates, we mapped similar positions in our staffing plan to different positions in the composite rate card. In column e we list each position in our staffing plan and map it to the position in the composite rate card.	Program Manager - Project Executive Project Manager - Sr Project Manager Project Coordinator - Jr Project Manager Testing Manager - Testing Lead/Manager Integration Manager - Sr Integration Manager Functional Lead - Sr Functional Lead/Business Analyst Functional - Sr Functional Lead / Business Analyst Business Process Consultant - Jr Functional Lead/Business Analyst Technical Manager - Technical Lead/Manager Reporting Manager - Sr Architect CEMLI Developer - Sr Programmer Infrastructure Architect - Sr Programmer Communications/Org Change Manager - Sr Organizational Change Manager Training Lead - Training Lead/Manager Training Developer - Training Specialist Global Delivery Manager - Global Project Manager Global Technical Lead - Global Technical Lead/Manager Global Financial Analyst - Global Analyst Global CEMLI Developer - Jr Programmer
2	Appendix L, Composite Rate Card	Change Order Rates	The composite rate calculated by the Attachment L cost workbook is not reflective of actual individual rates and cannot be used for calculating costs if and when a change order becomes necessary. In the case of a change order, CherryRoad will agree to the individual composite rates by position in the Composite Rate Card tab of Appendix L.	In the event of a change order, both parties agree to use the individual composite rates by position to determine the baseline change order costs. Any further discounts to the rates in the composite rate card must be mutually agreed upon by both parties.

Enterprise Financial System (EFS) Cost Workbook

Offeror Assumptions

CherryRoad Technologies

SaaS Option

Item #	Offer Section, Page, Paragraph	Description	Rationale, including Cost Impact if Assumption is not valid	Exact Proposed Alternative or Additional Language to Insert into Agreement (Highlight in Yellow)
3	Appendix L, Payment Schedule	The total percent per deliverable group is derived from the Implementation services tab and the Composite Rate Card. The total percent per phase is 100% and matches the effort included in the Implementation Services tab of this Appendix L. However, the % cap by deliverable group is lower for some groups and higher for others. There is no way to change this unless we arbitrarily modify the level of effort in the implementation services tab, which would contradict the instructions in that tab.	The Implementation payment schedule should align the value of each deliverable with the effort that is expended by the project team and the costs incurred by CherryRoad. This is how the State has designed the Implementation Services and Composite rate card tabs. CherryRoad requests the Payment Scedule tab be consistent with the other tabs.	CherryRoad would anticipate developing a detailed mutually agreed upon Statement of Work (SOW) reflecting revisions to the RFP and this proposal that would be included as part of the Contract and delineate the implementation services that CherryRoad would provide. The SOW would replace any specific descriptions of the services, payment terms, and acceptance criteria identified in RFP.
4	Appendix L, Software	CherryRoad/Oracle have not added data to the optional additional organizations and/or increase/decrease in number of seats/emplyees table.	The per unit cost for any additional software is included in the Software Licensing and Support table. The per unit pricing would apply to any incremental software.	The following language has been added to the table in place of rate information, "CherryRoad has received the following approval from Oracle. The State has the right to purchase additional licenses for any products detailed in the tables above for the original order price for the full five years of the contract."

Enterprise Financial System (EFS) Cost Workbook

Offeror Assumptions

CherryRoad Technologies

SaaS Option

Item #	Offer Section, Page, Paragraph	Description	Rationale, including Cost Impact if Assumption is not valid	Exact Proposed Alternative or Additional Language to Insert into Agreement (Highlight in Yellow)
5	Appendix L, Total Cost Summary	For both the implementation and M&O services costs on the Total Cost Summary tab, the spreadsheet is inaccurately calculating the 4.712% GET tax.	In accordance with section 1.22.9 Tax Liability and County Surcharge of # RFP-ERP-2020, CherryRoad has included the 4.712% Hawaii general excise tax (GET) to all implementation and non-implementation costs included in this Appendix L Cost Workbook. Per the Appendix L workbook instructions, CherryRoad developed the implementation and M&O composite rates to include the Hawaii 4.712% GET in the composite rates. Therefore, in the table on the Total Cost Summary tab, the Total Implementation costs as well as the M&O services line items in the Non-Implementation Costs are based on rates that already include the Hawaii 4.712% GET tax. Considering the 4.712% GET has been already been applied to the implementation and M&O costs, CherryRoad has updated the formula in cell I24 so that the 4.712% GET tax only applies to the Software Licensing and Support costs in row 8	
6	Appendix L, Ongoing Services	Project Team Facilities costs are recorded as \$0 in this Appendix L, however CherryRoad will provide project facilities in the Downtown Honolulu area at no cost to the State.	CherryRoad will use it's local office in Downtown Honolulu as needed throughout the project. The address is of our office is 711 Kapiolani Blvd, Suite 975, Honolulu, HI 96813. There will be no cost to the State for the use of the CherryRoad downtown office space.	
7	Appendix L	CherryRoad has updated the excel formulas throughout this Appendix L to ensure the calculations are correct on the individual tabs and that calculations across tabs are accurate	Changes have been made to the excel formulas and lookups of the Total Cost Summary, Composite Rate Card, Implementation Services, Ongoing Services, and Payment Schedule tabs of this Appendix L workbook	
8				

Enterprise Financial System (EFS) Cost Workbook

Offeror Assumptions

CherryRoad Technologies

SaaS Option

Item #	Offer Section, Page, Paragraph	Description	Rationale, including Cost Impact if Assumption is not valid	Exact Proposed Alternative or Additional Language to Insert into Agreement (Highlight in Yellow)
9				
10				
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Enterprise Financial System (EFS) Cost Workbook

Offeror Assumptions

CherryRoad Technologies

SaaS Option

Item #	Offer Section, Page, Paragraph	Description	Rationale, including Cost Impact if Assumption is not valid	Exact Proposed Alternative or Additional Language to Insert into Agreement (Highlight in Yellow)
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Notes:

1. The Offeror is required to state all assumptions upon which its pricing is being determined. At a minimum, assumptions shall include a description of the cost basis and rationale for each cost component. Insert as many lines as necessary to ensure all concerns are accurately expressed. Assumptions shall not conflict with the statutory requirements of the “State Attorney General (AG) General Conditions.”

2. The Offeror shall provide pricing consistent with the following:

- Apply the pricing in accordance with the State's RFP specifications, requirements, terms and conditions (including “Exhibit 4, General Provisions for Goods and Services RFP-ERP-2020,” “Exhibit 5, State Attorney General (AG) General Conditions,” and “Exhibit 6, Selected Supplemental General Conditions”).
- Clearly identify and explain all of the pricing assumptions made, upon which pricing is predicated including the cost/pricing impact if the assumption turns out not to be valid.
- State if any charge is subject to Offeror Exceptions, and clearly specify those provisions and quantify their impact upon the charges.

3. Offeror shall specify any potential Overage Charges and the pre-notification to the State if the State is nearing a trigger (e.g. storage maximum, number of end-user maximum, number of transactions maximum, bandwidth maximum).



Attachment 4, Staff Resumes

CherryRoad Staff Resumes

State of Hawaii
Department of Accounting and General Services, Office of Enterprise Technology Services
An Enterprise Financial Solution
RFP-ERP-2020



Role/Resource	Qualifications Summary
CherryRoad Technologies Inc.	
<p>Project Manager</p> <p>Cheryl DeVries, MBA, PgMP</p> <p>Resume starts on page 4</p>	<ul style="list-style-type: none"> • More than 20 years of experience in managing and implementing IT business and system modernization programs • Certified Program Management Professional (PgMP); Project Management Institute (PMI) - 2011 • Proven ability to identify, analyze and provide high-end technology solutions through expertise in on-premise and cloud business and technical platforms • Currently holds High Risk Public Trust Clearance from Department of Treasury, Department of Labor, and USAID • Expertise includes Oracle Cloud Fusion - HCM, ERP, EPM; Oracle R12i, PeopleSoft HRMS, SaaS (ServiceNow, BOX), Momentum Financials, Momentum Planning and Budgeting • Executive Leadership Training; Yale University School of Management/BearingPoint - 2009 • Recent projects include Missouri Public School and Education Employee Retirement Systems (PSRS/PEERS); Wayne County, MI; and Missouri State Employees' Retirement System (MOSERS)
<p>Functional Lead</p> <p>Jerry Bitters, CIA</p> <p>Resume starts on page 10</p>	<ul style="list-style-type: none"> • Oracle Project Portfolio Management Cloud Certified Implementation Specialist • Oracle Applications Cloud Operations Implementation Specialist • PeopleSoft General Ledger Consultant Certified Expert • Certified Internal Auditor (CIA) • Has led Financials implementations for several large projects • Recent projects include City of Boca Raton, FL; Volusia County Schools, FL; City of Redwood City, CA; and Missouri State Employees' Retirement System (MOSERS)
<p>Functional Lead</p> <p>Michael Lee</p> <p>Resume starts on page 13</p>	<ul style="list-style-type: none"> • Oracle Procurement Cloud Certified Implementation Specialist • More than 25 years of experience as an Oracle professional • Expertise in Oracle Financials, OBIEE, Fusion Cloud, SCM, and much more • Extensive training in all Oracle applications • Recent projects include Guilford County Schools, NC; Arkansas Department of Transportation (ARDOT); Volusia County Schools, FL; City of Aspen, CO; and Presbyterian Medical Services
<p>Technical Manager</p> <p>Daniel Dopierala, PMP</p> <p>Resume starts on page 17</p>	<ul style="list-style-type: none"> • More than 20 years of public sector experience • Certified Project Management Professional (PMP #1458157) • 20 years of experience as a PeopleSoft ERP professional • Extensively trained Technical Specialist with more than 20 years of public sector experience • Certified in Oracle PeopleSoft PeopleTools and Technology • Extensive knowledge of all Oracle PeopleSoft HR modules • Recent projects include State of Hawaii; State of Minnesota; City of El Paso, TX; State of Oklahoma; and State of Tennessee



Role/Resource	Qualifications Summary
<p>Reporting Manager</p> <p>Raymond Songco, MBA</p> <p>Resume starts on page 20</p>	<ul style="list-style-type: none"> • Extensive experience working on multiple implementations and upgrades as Project Manager, System Architect, and Technical Lead • IT MBA with 30 years of experience crafting Data Center strategies, architecting mission-critical enterprise infrastructures, managing large-scale implementation projects, and formulating technology strategy • Provides expertise in determining technical implications and strategies around business process change • System Architect responsible for end-to-end Oracle infrastructure design and implementation • Recent projects include Hawaii Department of Education; City of Boca Raton, FL; North Carolina Department of Public Instructions (NCDPI - County Schools throughout the state); Montana Department of Transportation (MODOT); Wayne County, MI; and Kern County School District, CA



Cheryl DeVries, MBA, PgMP Project Manager

PROFESSIONAL SUMMARY:

- Energetic, client-driven professional with over twenty years (20) years of experience in managing and implementing IT business and system modernization programs.
- Dynamic and highly motivated individual with proven ability to identify, analyze and provide high-end technology solutions through expertise in on-premise and cloud business and technical platforms.
- Currently holds High Risk Public Trust Clearance from Department of Treasury, Department of Labor, and USAID.

TECHNICAL PROFICIENCY:

ERP Applications:	Oracle Cloud Fusion – HCM, ERP, EPM; Oracle R12i, PeopleSoft HRMS, SaaS (ServiceNow, BOX), Momentum Financials, Momentum Planning and Budgeting, AWS (IaaS, PaaS)
Other Tools:	Cognos, Google Cloud, IT Strategy Design, Agile Scrum Methodology, Project Server 2013, Content Management Systems (SharePoint, Drupal), Enterprise Architecture (DoDAF, TOGAF, Zachman, FEA), CMMI Level 3, EVM, CPIC, TBM, Treasury Workplace.gov Community Cloud (IaaS - WC2), FedRAMP, MAXIMO, Data Warehouse, Workflow/BPM, Shared Services, COGNOS, JIRA, VSTS, Service Catalog, IT Governance and Change Management, ITIL/ITSM

CERTIFICATIONS AND TRAINING:

- Certified Program Management Professional (PgMP); Project Management Institute (PMI) – 2011
- Executive Leadership Training; Yale University School of Management/BearingPoint – 2009

EDUCATION:

- Master of Business Administration (MBA); University of Maryland – 2008
- Bachelor of Science in Business Administration, Finance; George Mason University – 1999

PROFESSIONAL EXPERIENCE:

CherryRoad Technologies
Program Manager
12/18 to Present

Serves as the Program/Engagement Manager for the implementation of Oracle Cloud Fusion within the CherryRoad's Cloud Business Practice.

Engaged as the Program Manager at Missouri Public School and Education Employee Retirement Systems (PSRS/PEERS) for the successful implementation of Oracle Cloud Fusion HCM, ERP, and EPM (Planning and Budgeting) from 12/19 to Present:

- Responsible for financial forecast on assigned contracts.
- Responsible for all project management activities within each phase of the system implementation – from system planning, design, build, test, deployment, to post-production.
- Managed offshore and onshore cross-functional team's day-to-day activities to ensure integration of each modules between HCM, ERP, and EPM.



- Responsible for managing project forecast and financials.
- Provided Quality Assurance support for the successful submission of project deliverables.
- Managed project scope and change requests.
- Developed project workplans, schedules, and budgets.
- Responsible for developing and maintaining communication and involvement with key PSRS/PEERS management personnel and resolving project related issues.
- Played a lead role in key project/module design and implementation of leading practices.
- Reviewed all interim and final deliverables.
- Monitored progress against workplans, schedules, and budgets.
- Provided advisory services and periodic review of major project milestones and assisted the Project Team by reviewing major deliverables, identifying major issues and risks, and communicating the project direction and strategy.

Engaged at Wayne County, MI, as the Program Manager for the implementation of Oracle Cloud Fusion suite from 07/19 to Present:

- Responsible for financial forecast on assigned contracts.
- Responsible for the implementation of the following Oracle Cloud Fusion Applications:
 - HCM Part 1– Core HR, Benefits, OTL, Absence, Payroll
 - ERP – GL, Fixed Assets, AR/AP, Supply Chain Management, Enterprise Contracts, Cash Management, Inventory Management, Grants Management, and Project Management
 - EPM – Planning and Budgeting, Performance Reporting
 - HCM Part 2 – Talent Acquisition, Performance Management, Career/Learn
- Responsible for the implementation of Wayne County Treasury’s Office SymPro system (Investment Management, Debt Management, and Cash Management).
- Responsible for all project management activities within each phase of the system implementation – from system planning, design, build, test, deployment, to post-production.
- Managed offshore and onshore cross-functional team’s day-to-day activities to ensure integration of each modules between HCM, ERP, and EPM.
- Responsible for managing project forecast and financials.
- Provided Quality Assurance support for the successful submission of project deliverables.
- Managed project scope and change requests.
- Developed project workplans, schedules, and budgets.
- Responsible for developing and maintaining communication and involvement with key PSRS/PEERS management personnel and resolving project related issues.
- Played a lead role in key project/module design and implementation of leading practices.
- Reviewed all interim and final deliverables.
- Monitored progress against workplans, schedules, and budgets.
- Provided advisory services and periodic review of major project milestones and assisted the Project Team by reviewing major deliverables, identifying major issues and risks, and communicating the project direction and strategy.
- Integrating project-level tasks and activities (e.g. functional design, training, communication and change management, etc.) to promote collaboration and information sharing while reducing program risks and schedule delays.

Engaged as the Program/Project Manager at Missouri Retirement System (MOSERS) Oracle ERP Implementation project from 06/19 to 11/20:

- Responsible for the implementation of ERP Modules (GL, Fixed Assets, Expense Management, Accounts Payable, Accounts Receivable).



- Responsible for all project management activities within each phase of the system implementation – from system planning, design, build, test, deployment, to post-production.
- Responsible for managing project forecast and financials.
- Provided Quality Assurance support for the successful submission of project deliverables.
- Managed project scope and change requests.
- Developed project workplans, schedules, and budgets.
- Responsible for developing and maintaining communication and involvement with key MOSERS management personnel and resolving project related issues.
- Played a lead role in key project/module design and implementation of leading practices.

DeVries Integrated Solutions – Independent Contractor
10/16 to 12/18

Engaged at United States Agency for International Development (USAID):

Served as the Enterprise Architect/Governance Lead supporting the Architecture Review Board (ARB) and Engineering Review Board (ERB) in the oversight and implementation of M/CIO IT projects.

- Led the creation, revision, and implementation of the ARB/ERB Governance charters to support decision making in compliance with: Federal Information Technology Reform Act (FITARA); new technical standards, design patterns, services, information, solutions, and business processes; and the future-state road maps to reflect changes in business strategy.
- Worked closely with the Engineering and Operations Team in the design and implementation of approved technical architecture design documents.
- Responsible for the design, management, integration, and implementation of the Approved Products List (Software and Hardware) requirements and workflows within the ServiceNow application.
- Supported the development and implementation of the Cloud Governance Strategy for both AWS and Microsoft Azure platforms.

Engaged at Food and Drug Administration (FDA):

Served as the Program Manager for managing and implementing over nineteen (19) key CTO IT projects. Projects range from IT Strategic Advisory Support to Modernization and Implementation.

- Led and managed over 15 cross-functional team members (i.e. Solution Architects, DBAs, Cloud Architects, Engineers, Network Security Specialists, etc.).
- Responsible for the overall successful implementation of CTO key initiatives including BOX implementation, ServiceNow, FDA AWS FISMA Moderate Cloud IaaS, and FDA AWS GovCloud IaaS, and eFax Prototype.
- Implemented processes to comply with CMMI Level 3: CMMI-DEV & CMMI-SVC for IT Services.
- Developed CTO's metamodel Enterprise Architecture to ensure current and target systems comply with Cloud First, PortfolioStat, FEA, OMB, and FDA's EPLC governance framework.
- Served as a Senior Advisor to the CTO for the development and implementation of the CTO's IT Strategic Plan, Stabilization and Modernization Plan, and Remediation Plan.
- Developed the draft CTO IT Strategic plan, Stabilization plan and Remediation Plan leveraging Information Technology Infrastructure Library v3 (ITIL) best practices.

Smartronix, Herndon, VA
Technical Program Manager
09/14 to 10/16

Served as one of the key Technical Program Managers supporting Smartronix Cloud Business Unit.



Siemens Cloud AWS Account

Provides Program/Project Management implementing AWS for Siemens Product Life Cycle Mgt Software (PLM) customers (i.e. Proctor and Gamble, Dell, Sigmasure, etc.).

- Responsible for day-to-day execution of AWS projects including resource management, schedule management, and risk/issue management.
- Responsible for the account's overall financial status (profit/loss).

Engaged at the U.S. Department of Treasury:

Served as the Deputy Program Manager for the \$90M Blanket Purchase Order. Supported the management, implementation, and maintenance of Treasury's Public Cloud Hosting Solution – Workplace.gov Community Cloud (WC2).

- Provided program management support to over thirty (30) projects focus on migrating Treasury's internal/external customers (i.e. IRS, US Mint, FDIC, etc.) to the Amazon Web Services (AWS) cloud hosting environment.
- Led and managed over 50 cross-functional team members (i.e. Solution Architects, UI/UX, DBAs, Data Architects, Network Security Specialists, etc.).
- Responsible for overall execution, financial (Profit and Loss), and resources management.
- Led the successful implementation of the following high-profile projects:
 - Entry of Duty System (EODS). Successfully built and deployed three services from WC2 catalog to include public web hosting (shared model), restricted/access web hosting (both shared and dedicated model), and development and testing enclaves (dedicated model).
 - Federal Deposit Insurance Corporation E-Commerce Website. Implemented Drupal as the new CMS leveraging the solution's open source, and zero-cost capabilities. The implementation enabled FDIC to enhance its website services and provide customers with new functionalities while leveraging WC2 FedRAMP security configuration and fully managed services.
 - MakingHomeAffordable.Gov Website Redesign. Implemented new redesigned website within the WC2 shared SharePoint 2013 farm, enabling OFS to meet the growing needs of its customers to access data using user-friendly and responsive website.
 - IRS Payment Mixed Checker Tool. Developed the tool leveraging the SharePoint 2010 web services and SQL database capabilities enabling IRS to assist over two hundred thousand (200k) merchants to generate accurate tax reporting.
 - Project Server 2013 Implementation. Implemented the Microsoft Project Server 2013 and UMT 360 applications within OCIO enabling Treasury to add a new SaaS application within WC2 catalog that will be consumed by Treasury's existing and future customers.
 - The U.S. Mint Data Retention and Archival for the old eCommerce System – IRIS. Built and deployed a SQL database within a dedicated WC2 enclave enabling the Bureau to store and retain IRIS sensitive data and leverage a cost-effective, flexible, and fully managed services hosting solution in compliant with FISMA requirements and Federal retention policies.
 - The U.S. Mint Data Storage and Management for the new eCommerce System – Order Management System (OMS) from PFSWeb. Deployed a separate SQL database with the ability to store and manage the new system's daily transactions using a secured interface between the PFSWeb infrastructure and WC2.

Citizant, Chantilly, VA Business Architect 02/14 to 09/14

Served as the Business Architect for the Housing and Urban Development engagement.



- Defined Financial Management, Human Capital Management, and Administrative Control Segment Architectures.
- Supported development and maintenance of HUD EA.
- Supported integration of HUD EA with HUD Investment Management Information Management (ITIM) core activities.
- Served as SME on the implementation of the HUD Financial Management (New Core) migration to the Bureau of Public Debt (BPD) Administrative Resource Center (ARC) Shared Service solution.

Program Manager/Independent Consultant

08/12 to 02/14

Served as an Enterprise Architect for Department of Labor, Office of Inspector General's (OIG) capital IT investment including eOIG, Byte Grid (LAN/WAN), and Case Management system. Developed the Electronic Office of Inspector (e-OIG) Enterprise Architecture and Transition Plan documents that successfully enabled OIG to obtain \$1.2Million additional funding from OMB to operate and enhance the OIG's current configuration.

- Developed Program Management documentations for the operation and maintenance of e-OIG to align with DOL's Capital Planning and Investment Control (CPIC) guidelines and mandates.
- Led the development of Investigative Management Information System (IMIS) functional and technical design to migrate OIG's investigative processes to a more robust technology standard.
- Supported the OIG's Cloud Computing strategy to determine data types that can be migrated to the Cloud Environment in conformance with FedRAMP requirements.
- Provided Senior Subject Matter Expertise (SME) in the implementation of the new FedRAMP-certified case management system.
- Managed the implementation of BOX and SunView Helpdesk ticketing system.

TeraThink Corporation, Reston, VA

Senior Program Manager

02/10 to 07/12

Served as a Senior Program Manager within TeraThink's Defense practice by supporting business growth and managing engagements for high-profile clients.

- Successfully led the \$40M migration of the Washington Headquarters Services (WHS) business and system requirements from the legacy environment into a SaaS application.
- Led and managed over 30 multi-disciplinary team members responsible for the overall migration of WHS to a new ERP (Momentum Financials Suite) leveraging shared service environment.
- Responsible for the account's overall financial status (profit/loss).
- Supported all DoD business capture and delivery efforts and provided strategic guidance for account sustainment and growth and supports staff development activities and mentoring.
- Led various communications and program status meetings with key DoD & WHS C-Level Executives (CFO, CIO, CPO, etc.) to present implementation approach, program risks/issues, and resources.
- Supported Analysis of Alternatives (AOA) for evaluating interim solutions, including Federal Shared Service Providers, Government-Off-The-Shelf (GOTS), and DoD ERP systems, for migrating WHS from their legacy accounting system (WAAS) to a modern ERP-based solution.
- Designed Governance and Control Board to provide oversight and decision-support to the overall implementation approach.
- Integrated project-level tasks and activities (e.g. functional design, training, communication and change management, etc.) to promote collaboration and information sharing while reducing program risks and schedule delays.



- Applied Earned Value Management approach to manage and monitor cost/schedule variances that impact the program's overall performance and schedule.
- Led several business development effort including writing the Technical and Management response to RFPs, RFIs, BPAs, IDIQs, and Sources Sought, and identified and coordinated teaming, staffing, and pricing strategies.
- Supported TeraThink's CMMI Level 3 assessment.

Engineering, Management and Integration Inc., Herndon, VA
Senior Lead Engineer/PM
04/09 to 02/10

Served as a Senior Lead Manager for the development and implementation of the DoD Business enterprise Architecture (BEA) 7.0.

- Led the requirements design and development of DoD's Foreign Military Sales (FMS) Trust Fund Distribution including integration with Oracle R12i Financials.
- Supported several key meetings and presentation with DoD C-Level Executives, General Accountability Office (GAO), and Office of Management and Budget (OMB) Office.
- Developed functional and technical requirements for Financial Visibility to ensure compliance with Federal Accounting Standards, FFMIA, OMB A-123, and DoD Directives and guidance.
- Support EM&I's business growth by contributing to the capture of the DoD BEA – Financial Visibility contract. Led and supported business development effort by writing responses to RFPs, RFIs, IDIQs, and Sources Sought.



Jerry Bitter

Functional Lead

PROFESSIONAL SUMMARY:

- Over 26 years of hands-on experience working with Oracle ERP application implementation, upgrade, and sustainability.
- Has performed a variety of roles for numerous organizations with experience including Solution Architect, Functional Lead, Project Manager, and Consulting Practice Manager and Director.
- Has helped numerous organizations to select and implement information systems to meet business requirements for higher education, public sector, commercial, and health care.
- Has provided leadership and guidance to organizations in improvement of internal processes and controls, better informational reporting to management, and building of system sustainability to foster business growth and reduction of costs.

TECHNICAL PROFICIENCY:

ERP Applications:	Oracle Cloud Financials, PeopleSoft Finance
ERP Modules:	General Ledger
Methodologies:	Oracle Unified Method (OUM) 6.2
Other Tools:	MS Project, MS Visio, MS Office, MS Exchange

CERTIFICATIONS:

- Oracle Project Portfolio Management Cloud 2016 Certified Implementation Specialist
- Oracle Applications Cloud Operations 2017 Implementation Specialist
- PeopleSoft General Ledger 9 Consultant Certified Expert
- Certified Internal Auditor (CIA)
- Certified Information Systems Auditor (CISA, inactive)

TRAINING:

- Oracle Financials Cloud Implementation Workshop
- Oracle Project Portfolio Management Cloud: Project Financial Management Functional Setup
- Oracle Project Portfolio Management Cloud Implementation Workshop
- Oracle Procurement Cloud Implementation Workshop

EDUCATION:

- Graduate Studies: International Management; Golden Gate University, San Francisco, CA
- Bachelor of Science in Accounting; Brigham Young University, Provo, Utah



PROFESSIONAL EXPERIENCE:

CherryRoad Technologies Inc.

Lead Consultant – Cloud ERP

03/19 to Present

Engaged at City of Boca Raton, FL as Financials Lead from 07/20 to 11/20:

Full suite of Oracle Cloud ERP and HCM implementation.

- Budgetary Control Design, Configuration, and Test.
- Financial Interface Functional Design.
- Configured General Ledger, Accounts Payable, and Cash Management.
- Lead GL History and Budgets Conversion.
- Knowledge transfer with GL, Payables, and Cash Management client teams.

Engaged at Volusia County Schools, FL as Financials Support Lead from 1/20 to Present:

Full suite of Oracle Cloud ERP and HCM implementation.

- Production Support for General Ledger, Budgetary Control, Cash Management, and AP.
- Knowledge Transfer with client teams.

Engaged at City of Redwood City, CA, as Financials Lead from 07/19 to Present:

Full suite of Oracle Cloud ERP and HCM implementation.

- Chart of Accounts Design.
- Designed & configured GL, AP, AR, Cash Management, Budgetary Control, and Encumbrance Accounting.
- Assisting with Financials Conversions, Systems Integration and User Acceptance Testing.

Engaged at Missouri State Employees' Retirement System (MOSERS) as Accounting Lead from 06/19 to 03/20:

Implementation of Oracle Cloud GL, Cash Management, AR, AP, Expenses, and Asset Management.

- Chart of Accounts Design.
- Design and Configuration of General Ledger, Accounts Payable, Accounts Receivable, Cash Management, Budgetary Control and Encumbrance Accounting.
- Assisting with Financials Conversion, Systems Integration and User Acceptance Testing.
- Provide post go-live support.

Engaged at The City of Sunnyvale as an GL, Budgeting, Receivables lead from 04/19 to 06/19:

- Full suite Oracle Cloud ERP and HCM, implementation.

Highstreet IT

Practice Director, Practice Manager

07/16 to 03/19

- Oracle Cloud ERP Implementation of Financials, and PPM Grants Management.
- Financial Solutions Architect, chart of accounts design.
- Module lead for Oracle Cloud PPM Grants Management, Oracle Cloud General Ledger, Cash Management, Budgetary Control, and Asset Management.
- Project manager and Cloud Grants Management lead for one in-progress project.
- Cross training of consultants new to Oracle Cloud.
- Promoted to Practice Director July 2018 after achieving employee of the quarter award.



Ciber Inc.

Oracle Practice Resource Manager, Principal Consultant

09/08 to 06/16

- Oracle Practice Consultant Staffing, New Employee Orientation, Resource Allocation, Financial Solutions Architect, Project Management, Financials and Grants Management implementation and upgrade.
- Work with practice management and recruiting staff to identify and employ suitable Oracle consultants.
- Interviewed new-hire consulting candidates.
- Implemented and managed a new college hire program where recent college graduates were hired, trained, and successfully deployed as consultants.
- Setup and maintained a video interview system used to orient candidates and record responses to interview questions for review by practice managers.
- Financial Solutions Architect.
- Project Management.
- Lead Oracle Financials module implementation and upgrade.
- Lead chart of accounts design.
- Lead Grants and Project Management design, configuration, conversions, and test.
- Client solutions design and business process improvement.

Huron Consulting Group

Manager

02/06 to 09/08

- Oracle Grants Management implementation and upgrade, business issue assessment and recommendations, lead application solutions search. ERP and BICS Project Manager for UAT.
- Project Manager for PeopleSoft Grants Management implementations and upgrades.
- Performed a study of business operations outside the scope of an ERP implementation project and made recommendations.
- Project manager for software search for Maintenance Management operations.
- Campus visits to interview college hire candidates.
- Preparation and presentation of implementation consulting proposals.

Ciber Inc.

Principal Consultant

07/00 to 01/06

- Oracle Practice Project Management, Financials, and Grants Management implementation and upgrade.
- Project Manager.
- Lead Consultant.
- Preparation and presentation of implementation consulting proposals.

Business Information Technology

Principal Consultant, Sr. Consultant, Consultant

07/95 to 12/00

- Oracle Practice Project Management, Financials and Grants Management implementation and upgrade.
- Acted as Project Manager and Lead Consultant.
- Preparation and presentation of implementation consulting proposals.



Michael Lee

Functional Lead

PROFESSIONAL SUMMARY:

- Oracle Cloud Manager with 25+ years of Oracle experience.
- Senior Technology Implementation Consultant experienced in devising optimal solutions for business processes.
- Teamwork and leadership are key qualities; known for dedication, integrity, and excellence.
- Proven leader and facilitator.
- Extensive client liaison involving strategy, design, requirements, testing and training.
- Functional expertise in Oracle Cloud procurement, inventory, payables, and expenses.
- Excellent business analysis, interpersonal and organizational skills.
- Managed Oracle implementations for 20+ years including hands-on functional and executive consulting.

TECHNICAL PROFICIENCY:

ERP Applications:	Oracle Fusion Cloud
ERP Modules:	Supply Chain Management, E-Business, Financial, Business Intelligence
Languages:	XML, PL/SQL, BI Publisher, OTBI
Software:	Microsoft Word, Excel, PowerPoint, Visio, Project

CERTIFICATIONS:

- Oracle Procurement Cloud 2016 Certified Implementation Specialist
- Oracle Product Hub Cloud 2016 Certified Implementation Specialist
- Oracle Fusion Supply Chain Management 2016 Sales Specialist
- Oracle Fusion Supply Chain Management 2016 Presales Specialist
- Oracle Fusion Cloud Procurement 2016 Presales Specialist
- Oracle Fusion Cloud Procurement 2016 Sales Specialist
- Oracle Financials Cloud 2016 Presales Specialist
- Oracle Financials Cloud 2016 Sales Specialist
- Oracle Business Intelligence Cloud Service Specialist
- Oracle Applications Cloud Security 2016 Implementation Specialist
- Oracle Applications Cloud Data 2016 Implementation Specialist
- Oracle Applications Cloud Reporting 2016 Implementation Specialist
- Oracle Applications Cloud User Experience 2016 Implementation Specialist

EDUCATION:

- Master of Business Administration in Marketing; State University of New York at Buffalo
- Bachelor of Arts in Economics; University of Rochester
- Certificate in Management Studies; University of Rochester



PROFESSIONAL EXPERIENCE:

CherryRoad Technologies, Inc.

Director, ERP Cloud

07/17 to Present

Engaged at Guilford, NC County Schools and Cumberland NC County Schools as a Procurement and Expenses Oracle Cloud Lead from 11/20 to Present:

- Lead business process review sessions and conduct design workshops.
- Analyze business processes and planned system design.
- Design and configure system for testing.

Engaged at Arkansas Department of Transportation as a Procurement Oracle Cloud Lead from 02/19 to 11/20:

- Implemented Oracle Cloud ERP Financials.
- Led business process review sessions and conducted design workshops.
- Analyzed business processes and planned system design.
- Designed and configured system from testing to production.

Engaged at Volusia County Schools, FL as a Procurement and Inventory Oracle Cloud Lead from 08/17 to 09/19:

- Implemented Oracle Cloud ERP Financials and HCM.
- Led business process review sessions and conducted design workshops.
- Analyzed business processes and planned system design.
- Designed and configured system from testing to production.

Engaged at City of Aspen, CO as a Procurement and Payables Oracle Cloud Lead from 07/17 to 09/17:

- Provided Oracle Upgrade Testing and Support.
- Completed upgrade setup and maintenance and testing.
- Provided support for Production and upgrade environments.

Ciber Inc.

Principal Consultant

06/12 to 07/17

Engaged at Presbyterian Medical Services as a Business Process Analyst Oracle Cloud from 07/16 to 07/17:

- Configured Procure to Pay Cloud Applications within the Procure to Pay business process.
- Tested Cloud Procure to Pay business processes.
- Developed HCM and Financials BI.

Engaged at Family Health Network as a Business Process Analyst Oracle Cloud from 01/16 to 07/17:

- Led business process alignment sessions, configuration, and testing within the Procure to Pay business process.
- Primarily responsible for the configuration of the Procurement and Payables application.

Engaged at Montgomery County, MD as an EBS Order Management & Supply Chain Lead from 06/13 to 12/15:

- Responsible for planning, configuration, training, and implementation of the system.
- Facilitated and led Department of Liquor Control team through initial phases of the project.



Garlock Sealing Technologies
Oracle Center of Excellence Manager
04/95 to 05/12

Engaged as Oracle Center of Excellence Manager:

- Served as Manager of Oracle team leading continuous improvement throughout the organization.
- Functioned as Oracle Lead for Sales and Operations Planning implementation in Mexico, in Spanish language. Improved Perfect Order Rate from 37% to 97%; Supply Chain process improvements for internal and external customers; and Order Management process redesign.
- Developed two Quote to Order configurator models for Mexican Operations to reduce quoted lead time to minutes.

Engaged as the IT Global Applications Manager:

- Served as Global Applications Manager for 20 locations globally including Oracle team.
- Acted as functional Expert for Sales and Operations Planning project in Palmyra with McKinsey consulting and EnPro team implemented operations and IT enhancements.
- Developed two configurator models for Garlock North America.
- Implemented 11.5.10 in Technetics Florida location. Project Leader for all phases of the project, including pre-sales, discovery, design, development, and deployment.
- Implemented change processes and procedures for all modules in Financials, Order to Cash and Procure to Pay process flows.

Engaged as IT ERP Applications Manager:

- Hands-on leader of Business Analysts and Applications team including Developers, and DBAs.
- Implemented Oracle 11.5.10 in Garlock's Mexican Operations in Spanish language. Project Leader for all phases of the project, including pre-sales, discovery, design, development, and deployment.
- Implemented change processes and procedures for all modules in Financials, Order to Cash and Procure to Pay process flows.

Engaged as an IT Project Manager:

- Served as Project Manager and functional expert.
- Implemented Oracle 11.5.10 EBS at three Garlock manufacturing and distribution locations. Order to Cash and Procure to Pay including Warehouse Management and Advanced Pricing.
- Implemented location with FIFO costing; this included creating Pre-sales modeling of system with FIFO.
- Implemented business unit completely with Configurator Process, Quote to Order and Item Creation. Developed six configurator models.
- Developed and implemented export system within Oracle. Created functionality required to replace existing system using forms personalization and XML documents.
- Created and implemented Business Intelligence publisher reports for Garlock North America.

Engaged as a Business Systems Analyst:

- Served as a Project Manager and operational functional expert.
- Re-implemented Oracle 10.7 to 11.5.9 for Garlock North America utilized AIM for complete re-implementation.
- Implemented new business unit on Oracle 11.5.9 discovery, design, development, and deployment.
- Functional Lead for technical upgrade Oracle 11.5.9 to 11.5.10. Oracle process improvements in bar-coding, warehouse management, and configuration.
- Handled end user training document creation, training, and development of operations users.



Engaged as a Project Engineer:

- Functioned as the Project Leader for implementations of business units and global business analysis.
- Implemented Oracle 10.7 at three manufacturing locations Order to Cash and Procure to Pay and Financials.
- Performed business justification analysis for global operations, to make or buy offshore.

Engaged as Director of Operations:

- Reported to the Vice President and led Industrial Products Sales, Manufacturing, and Production Control team.
- Led effort to continuously improve operating effectiveness. Improved profitability \$2.8M for \$8M operating unit. Responsible for \$30M in sales and transfers.
- Led Kaizen activities for continuous improvement in Garlock North America.

Engaged Director of Production and Inventory Control:

- Reported to the Vice President/General Manager to manage and improve production, production scheduling and inventory management.
- Implemented planning and operations improvements including lead time reduction, bills of materials and routings improvements.

Engaged as Information Technology Project Leader:

- Original Oracle team member for ERP application selection.
- Oracle team for initial 10.7 discovery, design, development, and deployment implementation for Garlock.
- Implemented 10.7 Inventory, Order Management, Bills of Materials, MRP/MPS, Costing, Work in Process, Purchasing, and Financials.



Dan Dopierala

Technical Manager

PROFESSIONAL SUMMARY:

- Public Sector Experience: 23+ years
- Oracle Experience: 24+ years
- Highly experienced Technical Manager with Project Management Professional certification.
- Technical Management experience includes monitoring tasks related to moving to a hosted environment and overseeing all aspects related to technical development.
- Collaborated with client personnel to help analyze PeopleSoft source system data (FMS/HCM) to help design the needed Dimensions/Facts to support the applicable Subject Area in OBIEE.
- Participated in the related Development Specifications and Validation Scripts.
- Created multiple ETL Jobs (Server and Sequence) to populate OWS and MDW tables using DataStage 8.5.
- Implemented Data Warehouse tables.
- Extensive experience as Technical Lead/Developer.

TECHNICAL PROFICIENCY:

ERP Applications:	PeopleSoft Finance 9.2/9.1/9.0/8.9/8.8
ERP Modules:	Human Resources, Benefits (Base and Administration), Time & Labor, Payroll (North America and Global), Employee and Manager Self-Service, Absence Management, Recruit Workforce, Interaction Hub (Portal), Asset Management, Purchasing
ERP Tools:	Application Designer/Application Engine, PeopleCode, Security Administration, Crystal/Query, Data Mover, Integration Broker, SQL/SQR
Languages:	PeopleCode
Databases:	Oracle, MS SQL Server, MS Access
Reporting Tools:	PS Query, Crystal Reports, SQR
Other Tools:	MS Office Suite, MS Visio, FTP, IBM InfoSphere DataStage 8.5, TCP/IP

CERTIFICATIONS:

- Certified Project Management Professional (PMP #1458157), Project Management Institute – 2011
- PeopleSoft PeopleTools/Financial Management/Human Capital Management Support Specialist
- PeopleSoft 8 PeopleTools Certified
- PeopleSoft 8 Technology Certified

EDUCATION:

- Bachelor of Arts in Mathematics and Computer Science; Lawrence Technological University



PROFESSIONAL EXPERIENCE:

CherryRoad Technologies Inc.

Director – Cloud ERP

07/17 to Present

Engaged at the State of Hawaii as Technical Manager from 10/16 to Present:

Performed as Technical Manager on the State of Hawaii Payroll Modernization Project. The project replaces the statewide mainframe payroll application with PeopleSoft HCM v9.2 Payroll for NA.

- Technical Manager duties include monitoring tasks related to moving to a hosted environment and overseeing all aspects related to technical development.

Engaged at the State of Minnesota as EPM Technical Developer from 01/14 to 10/16:

- Worked together with key state personnel to help analyze PeopleSoft source system data (FMS/HCM) to help design the needed Dimensions/Facts to support the applicable Subject Area in OBIEE. Once designed, including applicable security, participated in the related Development Specifications and Validation Scripts.
- As needed, conducted the development and unit testing.
- Created multiple ETL Jobs (Server and Sequence) to populate OWS and MDW tables using DataStage 8.5.
- Provided post-production support of previously implemented Data Warehouse tables (OWS and MDW) relating to Financials General Ledger, Accounts Payable, and Accounts Receivable.
- Implemented Data Warehouse tables (OWS and MDW) relating to all expenditures and receipts sourced from PeopleSoft Financials. Implementation included business analysis, development specifications, development, unit testing, and final production validation.
- Implemented Data Warehouse tables relating to Seniority Roster and Benefit Deduction sourced from PeopleSoft HCM and relating to Recruitment sourced from PeopleSoft HCM. These tables were implemented based on their previous implementation in a legacy Warehouse. Implementation included Analysis of legacy implementation, development specifications, unit testing, and final production validation.
- Implemented Data Warehouse tables relating to ESA (Enterprise Service Automation) from PeopleSoft Financials and ELM. Implementation included business analysis, development specs, development, unit testing, production validation scripts, row level security, and post-production support.

Engaged at the City of El Paso, TX, as Technical Developer from 10/13 to 01/14:

- Troubleshoot, fixed, and implemented Custom Workflow related to Budget Transfer Journals.
- Created SQL to identify and correct Pension Administration Payee Types to allow processing/editing online.
- Created SQL to identify New Hires enrolled in Pension Plan not setup in Pension Administration module.

Engaged at the State of Minnesota as EPM Technical Lead from 02/11 to 10/13:

- Performed full lifecycle support of EPM Development Requests.
- Created Oracle Functions and Policies to apply Oracle Fine Grained Access Control (VPD) for row level security to MDW tables.
- Created Materialized Views implementing Fast Refreshes from FMS to EPM, replacing long running ETL Jobs, for large OWS tables.



- Created multiple ETL Jobs (Server and Sequence) to populate OWS and MDW tables using DataStage 8.5.
- Created automated process to create and maintain Oracle Database Users and Roles based on PeopleSoft Operator IDs and Roles.
- Created Views to be accessed by Oracle Database Users (not through PeopleSoft Application).
- Views based on Staging (OWS) and Multi-Dimensional Warehouse (MDW) tables.
- Views replicated Row Level Security based on associated source system (HCM or FMS).
- Views incorporated field level security based on PeopleSoft Roles.
- Assisted in application/testing of Row Level and Field Level security in OBIEE and Materialized Views to be accessed by OBIEE.
- Performed "Workshops" for agency data extract users. Workshops presented an overview of EPM (OWS, OWE & MDW layers), the data extraction strategy, application of the strategy, and assistance in mapping from source systems or legacy warehouse to their required extracts.

Engaged at the State of Oklahoma as Time & Labor Technical Lead from 04/09 to 01/11:

Performed as Time & Labor Technical Lead on the "Core Phase 2" project. The Phase 2 Pre-Go-Live lifecycle included review of the Development request; creation/review of related technical specifications; development and unit testing (including detailed unit testing plans); migration requests, Datamover scripts (relating to Time & Labor Rules) and SQL request for moving projects between environments; support of business process and integration testing. Oklahoma was decentralized with each department setup as their own company (over 200). Phase 2, as related to Time & Labor, was implementing changes to support a move to bi-weekly payroll, applying bi-weekly rules for departments that stay monthly payroll, implementation of commitment accounting and implementation of Project Costing. Some of the complexities were determining overtime for employees with multiple jobs within multiple companies and integration with Project Costing. Multiple development requests for Time & Labor, ranging from interfaces (Time Reporter data, Task Groups, Task Profiles, TCD inbound, Projects, etc.) to Online modifications (implementing BU security on Task Group and Task Profile pages, etc.) to Rules (Schedule generation, Overtime, Project validation, split work weeks, etc.). Development requests included a custom interface from Payroll/Commitment Accounting to Projects that includes fringe and addresses changes to distribution in Payroll (changed from Chartfields passed from Time & Labor). This interface replaced the delivered interface from Time & Labor to Projects and ensures that Payroll, GL & Projects stay synced.

- Led the Time & Labor technical team for Phase 2 of the Implementation. Team consisted of two to four members, including client resources.
- Responsible for five development requests that included items related to conversion, online modifications, customizations, inbound/outbound interfaces, and custom Time & Labor rules.
- Conducted notable conversions for Job Data, Time Reporter Data, Task Profiles, and Budget Tables.
- Created notable custom inbound TCD interface to accept reported data including project related information.
- Created notable custom outbound interface from Actual Distribution tables to Projects, replaced delivered interface from Time & Labor. Custom interface included fringe costs and captured changes to funding overridden in payroll.
- Created notable Time & Labor rules that included multiple rules for calculation of overtime and compensatory time based on state regulations.
- Mentored junior staff and clients on Time & Labor, including Time Administration process.



Ray Songco Reporting Manager

PROFESSIONAL SUMMARY:

- IT MBA with over 30 years of experience crafting Data Center strategies, architecting mission-critical enterprise infrastructures, managing large-scale implementation projects, and formulating technology strategy.
- More than 26 years of Oracle experience; 14 years of which have been within the public sector.
- Experience with Enterprise Resource Planning, Business Intelligence, System Architecture, Infrastructure Planning, Capacity Planning, Disaster Recovery/Business Continuity, Identity Management, and Cloud Computing.

TECHNICAL PROFICIENCY:

ERP Applications:	PeopleSoft 9.2, Oracle Cloud ERP, Oracle Cloud HCM, PBCS, Taleo
ERP Modules:	General Ledger, Accounts Payable, Accounts Receivable, Billing, Budgeting, Purchase Orders, Project Costing, Asset Management, Human Resources, Payroll/ePay, Benefits/eBenefits, Time & Labor/eTime, Supply Chain, Operations Management, Inventory, eStore, Enterprise Performance Management
ERP Tools:	Integration Broker, PeopleCode, Application Engine, PS/nVision, Crystal/Query, SQL/SQR, Enterprise Portal
Languages:	PeopleCode
Databases:	SQL Server, Oracle
Reporting Tools:	PS Query, PS/nVision, Crystal Reports SQR
Operating Systems:	UNIX, HP-AU, AIX, Linux
Other Tools:	PIA Sizing & Configuration, Performance Tuning, Load Testing, Ascential, Borland SilkPerformer, Oracle RAC/ASM, VMWare, Oracle Identity Management, Kronos, Workday, Oracle 12c, Oracle Application Manager, Oracle GoldenGate

CERTIFICATIONS:

- Certified PeopleTools Professional

EDUCATION:

- Master of Business Administration, International Business; Chapman University
- Bachelor of Science, Computer Information Systems/Business Law; California State Polytechnic University

PROFESSIONAL EXPERIENCE:

CherryRoad Technologies Inc.
Principal Consultant
 07/14 to Present

Engaged at City of Boca Raton, FL, as a System Architect/Security Analyst from 02/20 to Present:

- Provided strategic guidance on Security, including application, encryption and SAML SSO.
- Provided approach to Identity Management Integration for provisioning and audit.



Engaged at Charlotte Mecklenburg School District, NC, as a System Architect/Security Analyst from 04/20 to Present:

- Provided strategic guidance on Security, including application, encryption and SAML SSO.
- Provided approach to Identity Management Integration for provisioning and audit.

Engaged at Hawaii Department of Education as a Technical Lead from 5/19 to 5/20:

- Responsible for managing Technical Track including Reports, Interfaces, Conversions, Enhancements, Workflow and Security.
- Managed onshore and offshore technical resources.
- Formulate requirements on Identity Management, covering Provisioning and SAML Single Sign On.

Engaged at Montana Department of Administration as a System Architect from 11/19 to Present:

- Formulate complete analysis of Operations policies and procedures in support of statewide ERP system.
- Develop end-to-end Operational documentation covering Goals and Objectives, Service Level Agreements, NIST Controls, Business Continuity, Change Control and Communications.
- Support implementation of Operational Plan.

Engaged at Kern County School District, CA, as a System Architect/Security Analyst from 11/19 to Present:

- Provided strategic guidance on Security, including application, encryption and SAML SSO.
- Provided approach to Identity Management Integration for provisioning and audit.

Engaged at Montana Department of Transportation as a Technical Lead from 06/19 to 04/20:

- Responsible for managing Infrastructure Track including hardware architecture, environment strategy, network connectivity, and document deliverables.
- Serve as Technical Lead to manage RICEF activities and deliverables.
- Responsible for Load Testing effort and recommend performance tuning tasks.
- Formulate requirements on Identity Management, covering Provisioning and SAML Single Sign On.

Engaged at Wayne County, MI, as a System Architect/Security Analyst from 03/19 to Present:

- Provided strategic guidance on Security, including application, encryption and SAML SSO.
- Provided approach to Identity Management Integration for provisioning and audit.

Engaged at Riverside County, CA, as a System Architect/Security Analyst from 06/19 to 09/20:

- Responsible for managing Infrastructure Track including hosted environments, network connectivity, and document deliverables.
- Provided strategic guidance on system architecture, including front-end defenses, development approach, and operations support.
- Responsible for Load Testing effort and recommend performance tuning tasks.
- Formulate requirements on Identity Management, covering Provisioning and SAML Single Sign On.

Engaged at Arkansas Department of Transportation as a System Architect/Security Analyst from 03/19 to 09/20:

- Responsible for managing conversions and interfaces with Oracle Cloud HCM and ERP.
- Provided strategic guidance on development approach and operations support.
- Configured Security, including application, encryption and SAML SSO.
- Provided approach to Identity Management Integration for provisioning and audit.



Engaged at School District of Philadelphia, PA, as a System Architect/Security Analyst from 02/19 to 08/20:

- Responsible for managing conversions and interfaces with Oracle Cloud HCM and ERP.
- Configured Security, including application, encryption and SAML SSO.
- Provided approach to Identity Management Integration for provisioning and audit.

Engaged at Volusia County School District, FL, as a System Architect/Security Analyst from 04/18 to 08/19:

- Responsible for managing conversions and interfaces with Oracle Cloud HCM and ERP.
- Configured Security, including application, encryption and SAML SSO.
- Provided approach to Identity Management Integration for provisioning and audit.

Engaged at Clark County School District, NV, as a System Architect/Security Analyst from 04/18 to 12/19:

- Responsible for managing Infrastructure Track including hosted environments, network connectivity, and document deliverables.
- Liaison for CherryRoad Managed Services; responsible for operationalization of hosted PeopleSoft systems.
- Manage Load Testing effort and recommend performance tuning tasks.
- Provide strategic guidance on SAML Single Sign On (SSO) alternatives.
- Formulate security strategy for PeopleSoft and Oracle Cloud systems.
- Formulate requirements on Identity Management, covering Provisioning and SAML Single Sign On.

Engaged at State of Hawaii as a System Architect/Security Analyst from 02/18 to 06/18:

- Formulated approaches on network, server and database performance testing and tuning.
- Liaison for CherryRoad Managed Services; responsible for operationalization of hosted PeopleSoft systems.
- Manage Load Testing effort and recommend performance tuning tasks.
- Provided strategic guidance on Identity Management covering SAML Single Sign On (SSO) alternatives.

Engaged at City of Cincinnati, OH, as a System Architect from 07/17 to 08/17:

- Provided system architecture and technical strategy for a PeopleSoft 9.2 HCM Upgrade.
- Performed infrastructure assessment on client's server environment, making recommendations on CPU, memory, storage, bandwidth and switching configuration.
- Formulated approaches on document imaging integration, performance testing and tuning, setup of new failover data center and Disaster Recovery.

Engaged at Clemson University as a System Architect from 10/16 to 11/16:

- Formulated approaches on network, server and database performance testing and tuning.
- Managed Load Testing effort.
- Recommended performance tuning tasks.

Engaged at Sonoma County, CA, as a System Architect from 06/16 to 07/18:

- Provided system architecture and technical strategy for a PeopleSoft 9.2 Financials Upgrade.
- Performed infrastructure assessment on client's server environment, making recommendations on CPU, memory, storage, bandwidth and switching configuration.
- Formulated approaches on document imaging integration, performance testing and tuning, setup of new failover data center and Disaster Recovery.



Engaged at Kern County School District, CA, as a System Architect from 06/16 to 08/16:

- Performed infrastructure assessment on client's server environment, making recommendations on CPU, memory, storage, bandwidth and switching configuration.
- Formulated approaches on document imaging integration, performance testing and tuning, setup of new failover data center and Disaster Recovery.
- Implemented Change Management framework for PUM.

Engaged at State of Indiana as a System Architect from 11/15 to 02/16:

- Managed Load Testing effort.

Engaged at Contra Costa County, CA, as a System Architect/Security Analyst from 06/15 to 09/18:

- Provided system architecture and technical strategy for a PeopleSoft 9.2 HCM Upgrade.
- Liaison for CherryRoad Managed Services; responsible for operationalization of hosted PeopleSoft systems.
- Formulated TCO and migration plan to transition from on-premise to Private Cloud environment.
- Performed infrastructure assessment on client's server environment, making recommendations on CPU, memory, storage, bandwidth and switching configuration.
- Formulated security configuration, including network connectivity, application authentication, roles and permissions, automated provisioning, and external self-service.

Engaged at Milton Hershey Public School as a System Architect from 06/15 to 01/16:

- Provided system architecture and technical strategy for a PeopleSoft 9.2 Financials, HCM, and BIA implementation.
- Performed infrastructure assessment on client's server environment, making recommendations on CPU, memory, storage, bandwidth and switching configuration.
- Formulated approaches on document imaging integration, performance testing and tuning, setup of new failover data center and Disaster Recovery.
- Managed Load Testing effort.

Engaged at City of Cambridge, MA, as a System Architect from 05/15 to 01/16:

- Provided system architecture and technical strategy for a PeopleSoft 9.2 Financials and HCM Upgrade.
- Performed infrastructure assessment on client's server environment, making recommendations on CPU, memory, storage, bandwidth and switching configuration.
- Formulated approaches on document imaging integration, performance testing and tuning, setup of new failover data center and Disaster Recovery.
- Managed Load Testing effort.

Engaged at Empire State Development as a System Architect from 08/14 to 12/14:

- Provided system architecture and technical strategy for a PeopleSoft 9.2 Financials Upgrade.
- Performed infrastructure assessment on client's server environment, making recommendations on CPU, memory, storage, bandwidth and switching configuration.
- Formulated approaches on document imaging integration, performance testing and tuning, setup of new failover data center and Disaster Recovery.

Engaged at City of Seattle, WA, as a System Architect from 07/14 to 04/18:

- Provided system architecture and technical strategy for a PeopleSoft 9.2 Financials Upgrade.
- Liaison for CherryRoad Managed Services; responsible for operationalization of hosted PeopleSoft systems.
- Performed infrastructure assessment on client's server environment, making recommendations on CPU, memory, storage, bandwidth and switching configuration.



- Formulated approaches on document imaging integration, performance testing and tuning, setup of new failover data center and Disaster Recovery.
- Formulated requirements around data replication, growth management, and change management.
- Configured Oracle Application Manager cloud service.
- Managed Load Testing effort.

Engaged at State of Georgia as a System Architect from 07/14 to 08/15:

- Configured Single Sign On (SSO) solution for PeopleSoft and Oracle WebCenter.
- Performed troubleshooting on network architecture.

Engaged at University of Texas – Dallas as a System Architect from 11/14 to 01/15:

- Managed Load Testing and subsequent performance tuning efforts.

Engaged at San Diego County Office of Education, CA, as System Architect from 04/14 to 01/15:

- Performed online and batch Load Testing on hosted infrastructure to verify SLA performance metrics.

State of Minnesota

System Architect

01/11 to 04/11

- Provided system architecture and technical strategy for a PeopleSoft 9.1 Implementation.
- Crafted Disaster Recovery and Business Continuity framework for all state agencies.

Ramsey County, MN

System Architect

05/10 to 04/11

- Provided system architecture and technical strategy for a PeopleSoft 9.1 Financials Upgrade.
- Performed infrastructure assessment on client's server environment, making recommendations on CPU, memory, storage, bandwidth and switching configuration.
- Provided upgrade strategy on instance management, customizations retrofit approach, change control, performance monitoring and technical standards.
- Formulated approaches on document imaging integration, performance testing and tuning, setup of new failover data center and Disaster Recovery.
- Managed Load Testing effort.

New Jersey Turnpike Authority

Project Manager

05/09 to 02/10

- Provided system architecture and technical strategy for a HP to IBM platform migration and PeopleTools upgrade.
- Formulated migration approach, including environment strategy, database, and home directory migration, incorporation of tools upgrade, regression testing, and production cutover.
- Incorporated Disaster Recovery transition and testing into process, including content switching, database replication, SAN replication, and switchover process.



Attachment 4, Staff Resumes

CherryRoad Subcontractors' Staff Resumes

State of Hawaii
Department of Accounting and General Services, Office of Enterprise Technology Services
An Enterprise Financial Solution
RFP-ERP-2020



Role/Resource	Qualifications Summary
Graviton Consulting	
<p>Program Manager Greg Catanzano</p>	<ul style="list-style-type: none"> • Current Program Manager on the State of Hawaii HCM implementation • 25+ years of Oracle ERP implementation and upgrade experience • More than 23 years of experience as a Project Director on multiple ERP engagements • Has led some of the largest and most complex ERP implementations to successful conclusions • Certified PeopleSoft Financials Consultant • In-depth management training • Recent projects include State of Hawaii; Montana Department of Transportation (MODOT); Clark County School District, NV; Harris County, TX; State of New Mexico; and the State of California Fi\$Cal Project
<p>Integration Manager Sirosh Sridharan</p>	<ul style="list-style-type: none"> • ERP specialist with over 23 years of experience delivering Finance and HCM implementations and upgrades • Oracle Financials Cloud Certified Implementation Specialist • PeopleSoft Certified Financials Consultant • PeopleSoft Certified PeopleTools Consultant • PeopleSoft Certified HCM Consultant • Successfully implemented Oracle's PeopleSoft and Fusion ERP Cloud application suite in both Public and Private sectors • Experience working in complex environments with more than 200 business units, several product lines and modules, third-party and external applications, and complex business processes • Expertise in Business Analysis, Business Process Re-engineering, Project Execution, Process Optimization, seamless integration across best-of-breed applications, Regulatory compliance, Technology initiatives and Financial Analysis
<p>Functional Lead (Phase 2) Richard Welborn</p>	<ul style="list-style-type: none"> • More than 20 years of experience in business, accounting, software, and financial information systems • Project management, implementation and upgrade experience from design and development through post implementation support including end-user training • Expertise (both functional and technical) in Hyperion Planning and PeopleSoft EPM Planning and Budgeting • Experience in PeopleSoft Financials and PeopleSoft HCM • Technical expertise in Essbase, Hyperion SmartView, Hyperion Financial Reporting, Hyperion FDME, Ascential DataStage, Crystal Reports, Business Objects, nVision, PeopleSoft Query, PeopleCode/Application Engine, and warehouse design
Pacxa	
<p>Communications/ Org Change Manager Sherilyn Kimura</p>	<ul style="list-style-type: none"> • Received a Change Leadership Certificate from Cornell University • Leadership Essentials Certificate • Technology Leadership Certificate • Expertise includes project management, program management, business process analysis and re-design, organizational change management, vendor management, system requirements gathering, facilitation, strategic planning, policies and procedures development, vendor evaluation and selection, system analysis, design, testing and implementation • Certified Project Manager (PMP)



Greg Catanzano

EXECUTIVE SUMMARY

Greg has over 25 years of experience as a systems integrator including more than 20 years of experience implementing PeopleSoft FSCM, and HCM. Greg has served as engagement manager on multiple Oracle EPM, Oracle Fusion Cloud, and Oracle PeopleSoft Application implementations for state and local government customers. Greg's expertise lies in project management and contract management. Greg has led both large and small implementation and upgrade projects, serving in both project manager and program manager roles. Greg has extensive experience building project teams, serving in project governance roles, and managing client relationships.

WORK EXPERIENCE

Graviton Consulting Inc.

State of Hawaii

Program Manager

August 2020 - Present

- The second stint with the State of Hawaii, the project includes the hosting and statewide implementation of Oracle's PeopleSoft HCM 9.2 product suite including the Phase 2 implementation of Time and Leave:
- Led the development of the Phase 2 implementation plan, defining the project scope, implementation approach, project timeline, staffing model, and budget considerations.
- Participates in the statewide executive governance committee directing the project efforts, and servicing as escalation point for project issues.
- Worked with State of Hawaii appointed officials to address project changes and communicate with key stakeholders across the State.
- Responsible for the management of all project deliverables including functional business, technical development, infrastructure hosting, and organizational change management deliverables.

CherryRoad Technologies Inc.

Vice President, Consulting Services

July 1996 - July 2020

Montana Department of Transportation

Project Executive

September 2019 - July 2020

- The project was an implementation of PeopleSoft Finance v9.2 and HCM v9.2 to meet MDT Federal Highway Billing objectives
- Led the development of the implementation plan including the project scope, timeline, and staffing plans.
- Assembled and managed a team of CherryRoad Consultants to deliver the services required to complete the project.
- Developed the implementation approach including the work breakdown structure, deliverable definitions, project management plan and project schedule.
- Served as an escalation point for project issues and partnered with MDT executive management to address schedule, project management and resource management challenges.



Clark County School District

Project Executive

February 2018 to July 2020

- The project was an enterprise implementation of PeopleSoft HCM v9.2, Hyperion PBCS, and Taleo for the fifth largest school district in the United States.
- Led the development of the implementation plan including the project scope, timeline, and staffing plans.
- Assembled and managed a team of CherryRoad consultants to deliver the services required to complete the project.
- Developed the implementation approach including the work breakdown structure, deliverable definitions, project management plan and project schedule.
- Served as an escalation point for project issues and partnered with District executive management to address schedule, project management, and resource management challenges.

Harris County, TX

Program Manager

April 2017 to July 2020

- The project was a multi-phase deployment of PeopleSoft Financials and HCM v9.2 for the third most populous county in the United States
- Led the development of the implementation plan including the project scope, timeline, and staffing plans.
- Assembled and managed a team of CherryRoad consultants to deliver the services required to complete the project
- Developed the implementation approach including the work breakdown structure, deliverable definitions, project management plan and project schedule.
- Served as an escalation point for project issues and partnered with County executive management to address schedule, project management, organizational change management, and resource management challenges.

State of Hawaii

Program Manager

November 2016 to July 2020

- The project includes the hosting and statewide implementation of Oracle's PeopleSoft HCM 9.2 product suite. The multi-phase implementation approach includes the Phase 1 implementation of PeopleSoft HR/Payroll:
- Led the development of the Phase 1 implementation plan, defining the project scope, implementation approach, project timeline, staffing model, and budget considerations.
- Participated in the statewide executive governance committee directing the project efforts, and servicing as escalation point for project issues.
- Worked with State of Hawaii appointed officials to address project changes and communicate with key stakeholders across the State.
- Responsible for the management of all project deliverables including functional business, technical development, infrastructure hosting, and organizational change management deliverables.



State of New Mexico

Program Manager

June 2016 to July 2017

- The project at the State of New Mexico was an Upgrade of Oracle's PeopleSoft HCM 9.2 product suite with extensive remediation of customizations and business process issues:
- Replaced previous Program Manager and was tasked by State executive leadership with resolving resource and scheduling issue
- At the State's request, directed CherryRoad team members to follow an Agile-based implementation methodology
- Prepared for and participated in FHWA (Federal Highway Administration) audit meetings for the purposes of certifying the system readiness for FHWA billing
- Implemented resources and schedule changed to remediate project issues and ultimately have the project meet the implementation timeline and budget goals

City of Seattle, WA

Program Manager

March 2014 - June 2018

- The project includes the hosting and implementation of Oracle's PeopleSoft Financials product suite. The project team successfully deployed the solution across all City departments. The project team followed a multi-phase implementation approach where system functionality was over an extended stabilization period.
- PeopleSoft v9.2
- Led the development of the implementation plan including the development of the work breakdown structure, implementation phasing, and project team organization.
- Created the deliverable definitions, acceptance criteria, and roles and responsibilities for all implementation areas including project management, functional, technical, infrastructure, and organizational change management.
- Responsible for developing the project schedule, project scope documents, test plans, and deployment plans.
- Served as an escalation point for project issues and coordinated implementation activities with the CherryRoad managed services (hosting) team.

State of California, Fi\$Cal, CA

Program Manager

September 2013 - January 2018

- The Financial Information System for California consisted of two projects: EPM Budgeting Hyperion Support and Legacy Data Conversion and Interface Services for Oracle PeopleSoft v9.1:
- Led the development of the implementation plan for the legacy data conversion and interface effort, to meet the State's scope, schedule, and staffing requirements.
- Collaborated with State of California project executives to redefine and extend CherryRoad's responsibilities on the project.
- Served as escalation point for project issues and partnered with State project management to address resource issues and schedule changes.



San Diego County Office of Education, CA

Program Manager

February 2013 - January 2018

- The project at SDCOE included the hosting and implementation of multiple Oracle product suites including PeopleSoft Financials and HCM 9.2 and Hyperion Public Sector Budgeting. The project team deployed the solution across more than fifty school districts across the county and implemented as well as centralized processing, reporting, and audit for the County. The project team following an implementation approach where system functionality was deployed in multiple phases having districts brought onto the system in deployment groups.
- PeopleSoft v9.2
- Led client and consultant resources in the development of the phased implementation strategy for functionality and district deployments.
- Ensured the successful management and coordination of project tasks and resources. This included project management, organizational readiness, functional analysis, development, training, and infrastructure activities.
- Responsible for developing project management deliverables including project plans, project scope documents, test plans, deployment plans, and organizational readiness documents.
- Served as an escalation point for project issues and coordinated implementation activities with the CherryRoad managed services (hosting) team.
- Implemented project reporting standards and metric based status reporting.

State of Minnesota

Program Manager

October 2010 - January 2013

- Due to a company acquisition, this state government project was acquired mid-stream. At the time, it was tracking significantly behind schedule. After appropriate actions were taken, the project was able to Go-Live on the scheduled target date. The project consisted of replacing financial and procurement back office systems by implementing PeopleSoft Financials, EPM, and OBIEE.
- PeopleSoft v9.1
- Ensured the successful management and coordination of key project teams, resources, and development activities for the client. This included Lifecycle Planning, Project Management, Change Management, Risk Management and Knowledge Management activities.
- Managed project scope, testing and post-production support strategies and coordinated all implementation, training, quality assurance, testing and post-production support efforts.
- Assisted the client in making strategic decisions such as how to control the implemented system's feature set, determining what functionality can be implemented in successfully refined stages, resolving project issues, and initiating risk mitigation alternatives.
- Served as an escalation point for quality control and resource staffing issues.
- Instituted metric-based performance indicator trending and status reporting.

Hennepin County, MN

Project Director

July 2008 - September 2010

- Managed a team of 30+ for a v9.0 PeopleSoft Financials and portal implementation for the largest county in Minnesota. Additionally, remained on project to assist with post-production support, rollouts of additional functionality and project close.
- PeopleSoft v9.0



- Managed all resources through successful deployment of all modules and functionality.
- Developed project plans, including estimates, work breakdown structure and schedules.
- Tracked progress and maintained plans to meet objectives within defined time and budget.
- Coordinated and directed project team resources.
- Identified project constraints, issues, and risks.
- Received and challenged core business process designs and programs.
- Contributed to the development of the project integrated plan, including scope, overall resource planning, and timing.
- Developed implementation strategies based on the client's business requirements and prepared project status reports and updates.
- Managed all aspects of the client relationship including the identification and resolution of all change management issues.
- Managed the development of testing and training strategies based on the client's requirements and coordinated all design, testing, training, and deployment efforts.

The City of Raleigh, NC

Project Director

June 2008 - September 2010

- Replaced back office systems by implementing PeopleSoft Portal, Financials, HCM and EPM v9.0 and Oracle CC&B v2.2, for one of the fastest growing US cities in the southeast.
- PeopleSoft v9.0
- Prioritized the project initiatives and assessed project dependencies for resources, infrastructure availability, and system integration requirements.
- Ensured the successful management and coordination of key project teams, resources, and development activities for the client. This included Lifecycle Planning, Project Management, Change Management, Risk Management and Knowledge Management activities.
- Conducted a detailed scope assessment for each project initiative and managed project scope adherence.
- Managed project scope, testing and post-production support strategies and coordinated all implementation, training, quality assurance, testing and post-production support efforts.
- Assisted the client in making strategic decisions such as how to control the implemented system's feature set, determining what functionality can be implemented in successfully refined stages, resolving project issues, and initiating risk mitigation alternatives.
- Developed and deployed a framework of documentation and the facilities to organize, store and retrieve project-related information.
- Served as an escalation point for quality control and resource staffing issues.
- Implemented project-level and consolidated cost analyses throughout the project life cycle providing evaluation and management of project costs and adherence to budget.

The City of Sacramento, CA

Project Director

November 2006 - June 2008

- Replaced back office systems by implementing PeopleSoft Portal, Financials, and HCM modules for a large municipal government.
- PeopleSoft Financials 8.9, HCM 8.9
- Managed all aspects of the project including, but not limited to, requirements analysis, design, configuration, conversion and interface development, training, testing and deployment.
- Maintained project budget and resource allocation.



- Effectively interacted with all levels of client project team ranging from employees representing the end user community up through the executive levels of the organization.
- Managed and coordinated UPK training planning and creation of training materials.
- Coordinated all project related activities including, but not limited to, status meetings, impact analysis meetings, customization review, training approach and documentation, testing approach and revision of test scripts, issue documentation and resolution and issue resolution migrations from development databases to test databases.
- Led efforts to redesign and refine new and existing business processes.

Other Experience:

Various Clients (over 30)

Managing Director – PeopleSoft

- Responsible for management of more than 200 PeopleSoft Consultants in the delivery of various PeopleSoft ERP projects over a ten-year period.
- Responsible for the successful delivery of over 30 client ERP projects.

EDUCATION & PROFESSIONAL DEVELOPMENT

Education:

- Bachelor of Arts in Liberal Arts, Williams College

Certifications and Trainings:

- PeopleSoft Certified Financials Consultant, JD Edwards



Sirosh Sridharan

SUMMARY

ERP specialist with over 23 years of experience in delivering efficiencies and value across Finance and HCM operations. Proven track record of successfully implementing Oracle's PeopleSoft and Fusion ERP Cloud application suite across various Public and Private sectors and industry verticals. Experience spans multiple full lifecycle implementations, Application and Technology upgrades, complex data conversions, integration with 3rd party systems and services. Experience working in complex environments with more than 200 business units, several product lines and modules, several third-party and external applications, complex business processes, several thousand concurrent users and millions of transactions each day. Expertise in Business Analysis, Business Process Re-engineering, Project Execution, Process Optimization, seamless integration across best-of-breed applications, Regulatory compliance, Technology initiatives and Financial Analysis etc. Superior technical and software development skills and excellent in-depth knowledge of PeopleSoft technology.

WORK EXPERIENCE

Mariposa County | Oracle ERP and EPM Cloud Implementation

Functional Lead

March 2020 – Present

- Functional Lead for Implementation of Oracle ERP and EPM Cloud modules
- Functional Lead for Implementation of Maintenance Management module of Oracle SCM Cloud
- Functional Lead for Chart of Account Redesign effort
- Lead for extraction and conversion of data from County's legacy HTE application

County of San Joaquin | FSCM 9.2 Upgrade/FSCM Business Process Analysis

Functional Lead

October 2016 – Present

- Functional Lead for Upgrade of FSCM modules to v9.2
- Conducted System Integration Testing and facilitated User Acceptance Testing
- Implementation of Project Costing module
- Implementation of new 9.2 features and functionality

University of Pittsburgh Medical Center | FSCM 9.2 Upgrade

Functional Lead

June 2015 – Present

- Functional Lead for Upgrade of FSCM modules General Ledger (including Consolidation and Equitization), Project Costing and Asset Management from 9.0 to 9.2
- Implemented new functionality such as Leased Asset functionality, ChartField Request, Approval Framework, Search Framework, Project Interest Calculation and Accounting, Combination Editing by Source, Pivot Grids, WorkCenters, and Dashboards.

State of Vermont | Project Costing

Project Management and Grants Consultant

January 2015 – June 2015



- Conducted Interview sessions across key agencies of the state government to document their current business processes around Project Management, Resource Management, Project Costing, Grants and Project Asset Capitalization.

Central Washington University | Implementation of FSCM 9.2

Commitment Control Functional Consultant

December 2014 – January 2015

- Evaluate University's implementation of FSCM 9.2 Commitment Control module. R
- Recommend, design and make necessary configuration changes to address issues and to optimize module for improved flexibility, accountability, and transparency.

County of Hennepin | FSCM Upgrade 9.0 to 9.2

Functional Lead

February 2014 – December 2014

Functional Lead for Upgrade of FSCM modules General Ledger, Commitment Control, Project Costing, Expenses, Grants and Contracts from 9.0 to 9.2

City of Kansas |PeopleSoft FSCM 9.1 Upgrade

Functional Lead

July 2013 – February 2014

Functional Lead for Upgrade of Finance modules General Ledger, Commitment Control, Project Costing, Asset management, Grants, Expenses and Cash Management from 8.9 to 9.1

Kaiser Permanente | GL, AM Management

PeopleSoft FSCM Techno-Functional Consultant

April 2007 – July 2013

- General Ledger Implementation
- Asset Management Implementation
- Project Costing and Commitment Control Implementation
- Real Estate Management Implementation
- Production Support for Cash Management and Financial Gateway

Charles Schwab| HR multi-tier Upgrade

Project Manager

August 2006 – April 2007

- Successfully managed a challenging multi-tier upgrade of the HR application portfolio
- PeopleSoft HRMS, Payroll for NA, Benefits Administration and other modules from version 8.3 to 8.9 MP6.
- Migration from Sun Solaris 5.8 servers to Red Hat Linux 4.0 servers; Database upgrade from Oracle 9i to Oracle 10g.

NBC Universal | PeopleSoft HCM 8.9 upgrade

PeopleSoft Upgrade Lead

January 2006 – April 2006

- Conducted Functional and Technical Fit/Gap analysis of Payroll for NA, Human Resources, and Absence Management and Self Service modules for upgrade of PeopleSoft HRMS system from version 7.51 to 8.9.



Owens Corning | NA payroll & SAP Management

Project Manager

March 2005 – January 2006

- Efficiently managed support and maintenance of Payroll for NA, Benefits Administration, Self Service and custom modules of PeopleSoft HRMS 8.3, and accounting interfaces into General Ledger module of SAP FI.

EDUCATION & PROFESSIONAL DEVELOPMENT

Education:

- **University of Mumbai, India**
Bachelor of Science, Computer Science

Certifications:

- Oracle Financials Cloud Certified Implementation Specialist
- PeopleSoft Certified Financials Consultant
- PeopleSoft Certified PeopleTools Consultant
- PeopleSoft Certified HCM Consultant
- Sun Certified Java Programmer



Richard Welborn

EXECUTIVE SUMMARY

Richard has over 20 years of experience in business, accounting, software, and financial information systems. He has project management, implementation and upgrade experience from design and development through post implementation support including end-user training. His primary expertise (both functional and technical) is in Hyperion Planning (versions 11) and PeopleSoft EPM Planning and Budgeting. In addition to Planning, he has experience in PeopleSoft Financials and PeopleSoft Human Capital Management. Richard also has technical expertise in Essbase, Hyperion SmartView, Hyperion Financial Reporting, Hyperion FDMEE, Ascential DataStage, Crystal Reports, Business Objects, nVision, PeopleSoft Query, PeopleCode/Application Engine, and warehouse design. Many of his roles have been a cross between functional and technical leads. His experience includes work with international companies across the following industries: insurance, financial services, transportation, government, and construction.

WORK EXPERIENCE

Mariposa County, Mariposa, CA | Oracle Enterprise Planning and Budgeting Cloud (EPBCS)

PBCS Implementation Lead

July 2020 – Present

- Implementation of EPBCS Line Item and Workforce planning with integration of AS400 (Phase 2 will include integration of Cloud ERP and Cloud HCM)
- Perform the requirements and fit/gap analysis to convert the current AS400 systems to EPBCS.
- Designs Dimension and Hierarchy structures for Department, Fund, Program and Account.
- Designs and creates custom line item planning forms based on specific requirements.
- Designs and creates custom Balanced Transfer forms and calculation manager rules.
- Implements delivered Workforce Planning.
- Designs and build reports using Financial Studio Reporting for line-item, workforce, and balanced transfer budgeting.
- Creates test scrips and performs unit and integration testing.
- Creates training materials for end user training and trains the users.
- Created training documentation for LMS (Learning Management System)

San Joaquin County, Stockton, CA | Oracle Enterprise Planning and Budgeting Cloud (EPBCS)

PBCS Implementation Lead

September 2018 – Present

- Implementation of EPBCS Line Item and Workforce planning with integration of PeopleSoft Financials and PeopleSoft Human Capital Management (HCM).
- Perform the requirements and fit/gap analysis to convert the current Excel and Access based systems to EPBCS.
- Integrates EPBCS with PeopleSoft Financials and HCM using EPM Automate.
- Designs Dimension and Hierarchy structures for Department, Fund and Account.
- Designs and creates custom line item planning forms based on specific requirements.
- Designs and creates custom fixed asset forms and calculation manager rules which allows detail fixed asset information to be entered and then summarized in the line item budget cube.



- Implements delivered Workforce Planning and customized data retrieval process using data from PeopleSoft HCM.
- Designs and build reports using Financial Studio Reporting for line-item, workforce, and fixed asset budgeting.
- Creates test scrips and performs unit and integration testing.
- Creates training materials for end user training and trains the users.

Maricopa Community Colleges, Tempe, AZ | Essbase Planning Application to Hyperion Public Sector Planning 11.1.2.4

Hyperion Implementation Lead

February 2017 – Present

- Conversion of Fully Customized Essbase Planning Application to Hyperion Public Sector Planning 11.1.2.4 with integration of PeopleSoft Financials and PeopleSoft HCM.
- Performed the requirements and fit/gap analyses to convert the current Essbase Planning application to Hyperion Public Sector Planning and Budgeting.
- Created technical design for integration with PeopleSoft FMS using FDMEE. This was used to extract historical actual and budget data as well as the creation of the original budget journals for commitment control.
- Designed Dimension and Hierarchy structures.
- Designed and created custom line item planning forms based on specific requirements.
- Created custom bolt on business rules for calculation of line-item budgets based on HCM statistics; Pushing of data from HCP (position) to line-item, and Pushing of data from line-item and HCP cubes to reporting cube.
- Designed and built reports using Financial Studio Reporting for line-item, position, combined line-item/reporting, and final budget presentation.
- Created test scripts and performed unit and integration testing.
- Created training materials for end user training and trained the users.

City of Sacramento, Sacramento, CA | Hyperion Public Sector Planning 11.1.2.3 to 11.1.2.4

Hyperion Upgrade Lead

January 2015 – Present

- Creating a more detailed HCP plan to further breakdown the HCP budget into programs separate from the Adopted budget but within the same budgeting application.
- Created a custom application to track year over year FTE changes and audit of PeopleSoft HRMS source data.
- Added in Performance Measures with associated reporting to the annual budget application.
- Created additional activities to further separate the budget into more detail for additional analysis.
- Updated all reports to include new activities.
- Created custom business rules for FTE reporting.
- Added an ASO cube for additional reporting capabilities.
- Upgraded applications to new versions and then applied all patches to bring up to date as of December 2016.



Owens and Minor, Richmond, VA

Hyperion Profitability and Cost Management Lead

October 2014 – March 2015

- Designed the data extraction from various source warehouses and source systems for import into Essbase.
- Designed Dimension and Hierarchy structures for both the BSO calculation cube and ASO reporting cube.
- Designed and configured the 2 stage allocation process.
- Designed and implemented a system to import the driver selections and assignments configuration for 32,000 assignments.
- Tuned essbase to reduce the calculation process from 12 hours to 1 hour 30 minutes.
- Create custom extract calculation script for import into the warehouse.
- Worked with the OBIEE report developer on custom reports.
- Created training materials for end user training and trained the users.

City of Sacramento, Sacramento, CA

Graviton Consulting Lead

October 2014 – March 2015

- Created and Presented pilot applications for PeopleSoft EPM 9.1 and Hyperion Public Sector Planning 11.1.2.2.
- Performed the requirements and fit/gap analyses to best utilize the new functionality of Hyperion.
- Created data scripts to extract both Financial and HCM data from PeopleSoft Financials and HCM 9.1 respectively and load script using Hyperion OutlineLoad utility.
- Designed Dimension and Hierarchy structures.
- Designed both Classic and Decision Based planning applications; however, Classic Application was the choice for implementation.
- Created custom business rules for mass updates of position reorganization, excluding positions, and position movement and for data extraction from the cube to the relational database.
- Designed and created custom line item planning forms based on City specific requirements.
- Implemented FDMEE write back process for integration with PeopleSoft Financials 9.1 commitment control in order to create the original budget journal entries.
- Created test scripts and performed unit and integration testing.
- Created training materials for end user training and trained the users.
- Designed and built multiple reports using a combination of Web Forms, SmartView, Web Analysis, and Financial Reporting including the final budget book schedules.

City University of New York, NY

Oracle Lead

February 2011 – August 2012

- Presented overall project progress to Senior Management and the Business Stakeholders.
- Populated the data warehouse using delivered, modified, and custom Ascential ETL's with both financial and HCM data for use in the budget model and campus and financial data marts.
- Performed the requirements and fit/gap analyses.
- Configured and tested designed models
- Created test scripts and performed unit and integration testing.



- Designed and built multiple reports using PeopleSoft Query and nVision.
- Development of a custom bank statement file reformat process in order to use the delivered bank statement import process.

City of Sacramento, Sacramento, CA

Lead

November 2009 – September 2012

- Consolidated previously created reporting views to make reporting easier and more efficient.
- Redesigned Crystal budget reports to new specifications.
- Created additional custom ETL's and web pages for Position budgeting activity.
- Analyzed, diagrammed, tested and implemented HCM commitment control for automatic import of position budget information into HCM.
- Worked with the budget office to re-design their FY11 and prepare for the FY12 budget models.
- Supported the budget office (including knowledge transfer) during the FY11 budget season.
- Created new reports for the Approved Budget Book based on new specifications.

City of Raleigh, Raleigh, NC

Lead

July 2009 – November 2009

- Utilized MS Project for plan preparation and project management.
- Presented overall project progress to Senior Management and the Business Stakeholders.
- Worked with the IT department to set general financial warehousing standards to allow growth beyond PeopleSoft Planning and Budgeting.
- Installed and Configured Ascential ETL on a UNIX platform.
- Populated the data warehouse using delivered, modified, and custom Ascential ETL's with both financial and HCM data for use in the budget model.
- Performed the requirements and fit/gap analyses.
- Configured and tested designed models.
- Created test scripts and performed unit and integration testing.
- Created User Guides and provided training to super and end user groups.
- Designed and built the reporting solution using a combination of Crystal Reports, nVision, and PeopleSoft Query which resulted in analysis and financial reports for the City Council.

City of Sacramento, Sacramento, CA

Lead

May 2008 – July 2009

- Utilized MS Project for plan preparation and project management.
- Created the project and application design standards.
- Presented overall project progress to Senior Management and the Business Stakeholders.
- Worked with the IT department to set general financial warehousing standards to allow growth beyond PeopleSoft Planning and Budgeting.
- Installed and Configured Ascential ETL on Windows.
- Populated the data warehouse using delivered, modified, and custom Ascential ETL's.
- Performed the requirements and fit/gap analyses.
- Configured and tested designed models.



- Created test scripts and performed unit and integration testing.
- Created User Guides and provided training to super and end user groups.
- Designed and built the reporting solution using a combination of Crystal Reports, nVision, and PeopleSoft Query which resulted in analysis and financial reports for the City Council.
- Created a customized process (two add-on Application Engines) to allow HR data to be manipulated for Position Budgeting without customizing delivered objects.
- Migrated configurations from Development to Test to Production environments.

Countrywide Financial, Agoura Hills, CA

Team Lead

2005 – January 2008

- Presented functional comparisons of PeopleSoft Budgeting 8.8 and PeopleSoft Budgeting 8.9 to Senior Management to aide in the version selected to be implemented.
- Established and mentored 4 project teams across multiple organizational areas.
- Utilized MS Project for plan preparation and project management for several operational areas.
- Presented overall project progress to Senior Management and the Business Stakeholders.
- Worked with the IT department to set general financial warehousing standards.
- Worked with team leads and IT to populate the data warehouse with various external historical data applications for use with the budgeting application and Business Objects reporting requirements.
- Worked with Design team on a custom Data Mart for use in Actuals vs Budget reporting including identifying both Fact and Dimension structures.
- Created the project and application design standards.
- Member of the Design Review committee validating that other teams and application configurations were within design guidelines.
- Performed the fit/gap, implementation, and training for several production revenue divisions.

PeopleSoft, Inc., Pleasanton, CA

Seed Team Consultant

2005

- Develop implementation standards using new versions of applications based on standard base requirements.
- Full life-cycle testing working with developers on issue resolution.
- Presented new features to the PeopleSoft EPM consultants community..
- Created implementation strategy and documents for use during client implementations.
- Work with developers in testing ETL's and data flow from ODS to the MDW database layers.
- Provide guidance to consultants on implementing Budgeting, ABM, Global Consolidations, Financial Warehouse data marts(specifically the GL and Profitability Mart).

PeopleSoft/Aquila, Kansas City, KS

Consultant

2005

- Met with all the various budget groups to document individual requirements.
- Presented comparison of PeopleSoft Budgeting versions 8.8 and 8.9 based on client requirements.



- Recommended PeopleSoft Budgeting version 8.9 to senior management for future implementation.
- Re-engineered many current processes to better streamline the budgeting process flow.

Defense Intelligence Agency, Washington, DC

PeopleSoft Consultant

June 2004 – June 2005

- 100% customization of Ascential Extract, Transform, and Load data maps. Created ETL maps to load data from various external legacy data sources into the PeopleSoft EPM financial warehouse.
- Performed the detailed fit/gap analysis and presented results to Senior Management.
- Implemented a prototype for proof of concept in a Non-SCI cleared environment and then migrated the proof of concept model to the SCI production environment.
- Created the design specifications and programmed customer specific customizations.
- Developed 6 management reports using Crystal Reports.
- Trained Business Objects reporting team on the structure of the PeopleSoft Business Planning and EPM warehouse structures.

International Monetary Fund, Washington, DC

PeopleSoft Consultant

September 2002 – June 2004

- Managed and implemented a prototype implementation for proof of concept and presented to Senior Management.
- Migrated the proof of concept model to production using Budgeting 8.3.
- After a successful 2004 budget season, upgraded to Budgeting 8.8 for the 2005 budget season.
- Created and managed the 3-phase project plan.
- Performed the detailed fit/gap analysis, created the design specifications, and implemented the design.
- Created a custom user interface to allow for transformation of detail GL account lines to summary budgeting account lines based on complex chartfield logic.
- Modified Informatica ETL maps for use with a commitment control ledger.
- Trained and supported users.
- Created reports using Crystal Reports and nVision for management.

Compania Segurncia Tuberaou, Vitoria, Brazil

PeopleSoft Consultant

July 2002 – September 2002

- Created and managed the Budgeting project plan and merged with project plans for the General Ledger, Asset Management, Activity Based Costing and Enterprise Scorecard implementations.
- Performed the detailed fit/gap analysis; created the design specifications, and development of a prototype budget model.
- Provided training and implementation standards for the production model to be implemented in January 2003 including Asset Budgeting.
- Worked with other team members on implementation of GL, ABM, Scorecard, and general warehouse implementations insuring that each area worked in synch with each other.



Watkins Motor Lines, Lakeland, FL

PeopleSoft Consultant

March 2002 – July 2002

- Participated in the initial IPSW to define project objectives, scope and project risks.
- Performed the detailed fit/gap analysis.
- Created the design specifications and project plan including Budget Trees, Budget Parameters and Model setup.
- Developed a prototype model for proof of concept, tested and implemented the designed system.

ING, Atlanta, GA

PeopleSoft Consultant

May 2001 – December 2001

- Created both delta 8 and implementation manuals for General Ledger, nVision, Query and Budgets 8.
- Developed a training database to track, schedule and evaluate the training of 2000+ employees and 5 additional trainers located in multiple locations.
- Trained end users in delta 8 changes for General Ledger, nVision, Query and the custom PeopleTools 8 disbursement application.

Federal Express, Miami, FL

Senior Financial Systems Analyst

January 1998 – February 2001

- Worked with a large team of consultants to implement General Ledger, Accounts Payable, and Asset Management in 8 Central and South American countries.
- Developed training material and trained users in Argentina, Brazil, Chile, Mexico, and Venezuela.
- Developed both central and localized nVision reports.
- Created a custom Active Server Pages web front end for use with PeopleSoft Payables 7.5 allowing users in 36 Caribbean islands to enter invoices for centralized check processing.

RACAL Datacom, Sunrise, FL

Senior Financial Systems Analyst

April 1992 – December 1997

- Implemented Activity Based Costing. Lead workshops with all departments identifying processes, assigning KPI's, and reporting.
- Test various software solutions and present findings to management which allowed for decisions to be made on direction of the IT department.
- Worked with Monarch to strip data from existing reports and integrate with Cognos reporting.

Westchester Homes, Grapevine, TX

Controller

June 1985 – November 1991

- Created all monthly financial reports using the various software programs. This included Balance Sheet, Income Statement, Cash Flow, Profit Analysis, and closing schedules.



- Negotiate with Banks on Interim Loan Financing.
- Developed a database to automatically create end of month journal entries which integrated with the TOM homebuilding software solution for month end closing.
- Monthly reconciliation of various accounts.
- Migrated the staff into a windows environment..

EDUCATION & PROFESSIONAL DEVELOPMENT

Education:

- **University of Texas**
Bachelor of Science in Business Management, Accounting

SHERILYN M. (FUKUJI) KIMURA

SENIOR PROJECT MANAGER

PROFESSIONAL PROFILE

Ms. Sherilyn M. (Fukuji) Kimura specializes in Insurance, Education, State and Local Government and Non-profit industries. Her areas of expertise include project management, program management, business process analysis and re-design, organizational change management, vendor management, system requirements gathering, facilitation, strategic planning, policies and procedures development, vendor evaluation and selection, system analysis, design, testing and implementation. Sherilyn is a Certified Project Manager (PMP) and received a Change Leadership Certificate in 2014 from Cornell University.

PROFESSIONAL EXPERIENCE

Project Management Experience

- Project Manager for the implementation of a Website Modernization Project for the Department of Human Services. Responsibilities include project oversight, organizational change management activities, subcontractor management and work closely with the project coordinator.
- Project Manager for the implementation of a policy administration system for Individual Life and Group Life products and Illustration system for Pacific Guardian Life. Responsibilities included vendor management, weekly status reporting, organizational change management and monitoring overall project progress. Coordinated the review of requirements and design documents with Subject Matter Experts (SMEs). Ensured proper testing completed prior promoting from staging environments to production environment. Worked closely with the IT department and the integrators to ensure the successful system implementations.
- Project Manager for the implementation of PeopleSoft Enterprise Learning Management (ELM) application for Queens Health Systems. Responsibilities included the selection of the integration consultant which involved Request for Proposal (RFP) development and issuance, researched possible vendors, developed the selection matrix, conducted interviews and reference calls. Facilitated weekly project team meetings and technical team meetings. Prepared weekly status reports and executive reports as needed. Managed the overall project plan in conjunction with the integration consultant.
- Project Manager for the implementation of PeopleSoft ePerformance for Queens Health Systems. Worked with the Human Resources department to select the integration consultant preparing the Request for Proposal (RFP), oversaw the entire selection process, facilitated the development of the selection matrix, developed interview questions, and conducted interviews and reference calls. Facilitated weekly project team meetings and technical team meetings. Prepared weekly status reports and executive reports as needed. Managed the overall project plan in conjunction with the integration consultant.
- Technical Manager/Lead for the ERP project for Queens Health Systems until a permanent in-house technical manager was hired. Responsible for weekly status reporting, monitoring technical work stream, and worked with the integrator's technical lead in planning for the initial phase of the project. Assisted in the Request for Quote (RFQ) development for Hosted and Managed Services. Facilitated the on-site visits, reference calls, and question gathering.

SHERILYN KIMURA CONTINUED

SENIOR PROJECT MANAGER

and responses. Assisted in the hiring of the internal technical staff for the project. Developed a transition plan for the newly hired Technical Manager.

- Program Manager at a private charitable trust overseeing the implementation of their PeopleSoft ERP system implementations (5 projects in total). Successfully completed Common Design, Financial Aid Third Party Project and the Finance (FSCM – Financial Supply Chain Management and EPM – Enterprise Performance Management) implementations. Responsible for managing the overall project budget and monitoring of the Core Administration System Replacement project with Project Managers reporting to the Program Manager. Responsibilities included: review and over site of the project plan for each initiative, budget monitoring for the overall program, management of client project managers, lead for vendor management, coordinate and review the transformation end results for each of the implementations, coordinate and facilitate project owners and sponsor meetings, reviewed project deliverables on an as needed/case by case basis, development of project reporting to the executives, assist with the selection of each of the implementation vendors to include RFP development, vendor presentations, vendor selection, vendor reference calls, contract review and negotiation, and pre-qualification process. Provided support as needed to all projects in an analyst role.
- Project Manager for a Security Remediation Project for a private charitable trust. Responsible for maintaining and monitoring the project plan, resources, vendor coordination, and status reporting. Managed 8 different security project initiatives in addition to monitoring the implementation of the Enterprise Security Program. Managed the selection process for various security applications and functions. Ensured the successful roll out of laptop and email encryption to the enterprise.
- Project Manager for a Security Program at a private charitable trust. Responsible for the project plan development and monitoring, resources, vendor staffing and status reporting. Projects include: workstation encryption, Two Factor Authentication Roll Out, and Security Scanning.
- Project Manager and analyst to assist a private charitable trust with managing their Human Resources Division project initiatives. Responsible for the development and management of all key projects for the Division. Facilitated meetings with key management to develop and document all project tasks, assignments and deadlines. Monitored daily activities and provided support as needed to complete assignments per the deadlines established.
- Project Manager for the pre-implementation activities for the implementation of the student administration system. Responsibilities included facilitating weekly status meetings and development of pre-implementation project tasks and timelines.
- Overall Project Manager for the implementation of a Customer Relationship Management (CRM) Project for a private charitable trust. Responsible for monitoring the project plan, resources and status reporting. Functional and Technical Project Managers reported directly to the overall project manager.
- Participated as the Executive Integrator for three projects with the State of Hawaii Department of Commerce and Consumer Affairs. One project was for the Business Registration Division to developing a web-based Business Registration System using Oracle 8i and Oracle Developer. Responsibilities included project management, requirements

SHERILYN KIMURA CONTINUED

SENIOR PROJECT MANAGER

development, system testing, test script development and end user training. The other two migration projects: are the ALIAS (Applicant/Licensee Integrated Automated System) used by the Professional and Vocational Licensing Division and the ACTS (Automated Complaints Tracking System) used by the Regulated Industries Complaints Office (RICO) and the Office of Consumer Protection.

- Project Manager for the enhancements to the Business Registration Information System for the Department of Commerce and Consumer Affairs. Responsible for requirements definition, business process documentation and re-design, training, documentation and reporting to the Steering Committee on project status and maintaining the overall project timeline and plan.
- Project managed the implementation of the Content Management/Document Management systems for HMSA – Membership Services and Claims. Responsibilities included overall project coordination, scheduling, budget management and quality assurance review of all deliverables.
- Project managed the implementation of a new billing system for a local insurance company. Responsibilities included managing system vendors, training coordination, testing, setting up security parameters and meeting facilitation.
- Project managed and assisted the O’ahu Workforce Investment Board in a Business Process Improvement project for their daily operations. Responsible for documenting the current business processes (human resources hiring process, OWIB Operations), defining the re-designed processes via workshop sessions and developing a recommendation report to improve current operations. In addition provided recommendations to the leadership in dealing with change in the organization.
- Project managed the implementation of a new Accounting System, Financial Edge and the re-design/process improvement of the Accounting processes at the Hawaii Community Foundation. Responsible for meeting facilitation, test matrix and policies and procedures development. Conducted re-design workshops to develop improved processes to implement with the new system. Assisted client with change management issues to address implementing the new business processes.
- Project Manager for a SAS70 audit for local start up Technology Company. Responsibilities include interface with SAS70 auditor, managed project plan, managed the internal review process of the SAS70 report, managed issues that arose and outstanding items due to the auditor.
- Project managed Hoike’s Content Management (ASP) (Application Service Provider) offering implementations of Blueicon; Powered by Documentum; Ensured that the team followed a structured implementation methodology and met all milestones according to scheduled timelines.
- Assisted the State of Hawaii Department of Land and Natural Resources, Land Division as the project manager and lead consultant with a Fees Study project and Document Management Plan project. Tasks included research and analysis on fees charged for the department, time study and workflow analysis on division processes and development of a high-level document management implementation plan, management of overall project schedule.

SHERILYN KIMURA CONTINUED

SENIOR PROJECT MANAGER

Facilitated workshop sessions with supervisors and managers to develop document requirements.

- Assisted in American Honda Finance Corporation in its Accounts Payable Re- Engineering and Re-design project as the Project Manager. Tasks included process review interviews, documentation of current processes, workshop facilitation, re-design sessions and development of a recommendation report and action plans. Action plans focused on minimizing change impacts to the organization. Worked closely with the Accounts Payable manager to ensure the new process changes were accepted.
- Project managed an Agency Portal project for a local insurance company. Responsibilities included the development of the Portal implementation methodology, gathering requirements, conducting focus group sessions with selected agencies, testing, and roll out of the portal.

Change Management/Business Process Improvement

- Assisting the Hawaii Department Education (HIDOE) Financial Management System Modernization Project as the Organizational Change Management (OCM) resource. Responsibilities include the development and maintenance of the communication plan, development of the organizational change management plan, stakeholder analysis, organizational readiness assessments, change impact analysis, training coordination, and development of the operations and maintenance plan. Coordinating the monthly readiness liaison network meetings and presentations. Working closely with HIDOE Organizational Change Management Team on all OCM initiatives.
- Assisting a local insurance agency in a business process improvement project. Tasks include conducting interviews with key staff, documentation of current and future processes, and support for newly created customer service division.
- Assisted the State of Hawaii Payroll and Time and Attendance Modernization project as an Organizational Change Management Manager. Responsibilities included the development of a communication plan, stakeholder analysis, organizational readiness assessments, change impact analysis, training materials, and communication development (Flyers/Posters, Brochures, FAQs). Helped to coordinate monthly newsletter development to update end users on the project. Assisted in developing content (Presentations) for the monthly Point of Contact meetings and other presentations as requested. Worked closely with State Change Management Lead and other project team members to ensure successful implementation of the PeopleSoft Payroll system.
- Oversaw the change management efforts for an ERP implementation at a private charitable trust. Reviewed and/or developed communication plans, change management strategies, training plans, training strategies, organizational readiness assessments, and communications (on-line messages, email messages, newsletter messages) developed by the change management team. Responsible for distributing monthly newsletters to update the organization on the ERP implementation progress. Coordinated quarterly updates on implementation progress with the various departments in the organization. Provided guidance, input and support to the change management lead and team members. Ensured that the project maximized employee adoption and usage of the new system and minimized resistance.

SHERILYN KIMURA CONTINUED

SENIOR PROJECT MANAGER

- Assisted a private charitable trust in a business process improvement project for their data center for Hawaiian ancestry. Facilitated AS IS and TO BE workshops to determine and documented current and re-designed processes. Responsible for recommending operational improvements and managing the implementation of the recommendations identified during the project. And dealt with change among the staff. Helped to identify the best ways to address change issues in the organization and dealing with staff resistant to change. (Ho'oulu Hawaiian Data Center)
- Assisted a private charitable trust in documenting their current admissions process and the development of a master schedule. Developed a reporting structure to communicate changes to the admissions process and schedule to all programs.
- Oversaw the business process improvement projects in the Claims, Commercial Lines, Human Resources and Accounting departments for a local insurance company, Island Insurance. Responsible for documentation of current processes, re-designed processes and operational improvement recommendations. Facilitated design workshops to develop department mission, goals and objectives and new processes. Developed implementation timelines to implement the recommendations for the departments. Assisted the client in dealing with change issues among the staff in the various departments. Determined the best course of action for acceptance of the changes.
- Assisted the East West Center with a Contacts Management Project and served as the project manager and business analyst. Determined the needs of contact information for the Alumni/Associates office, Research, Education and Seminars Programs and the EWC Foundation. Determined processes and workflows through which the contact information travels throughout the organization. Analyzed processes and workflows and associated software applications used. Specifically addressed staffing issues and centralized/decentralized workflows. Recommended process/workflow improvements and how to deal with change within the organization. Recommended appropriate technical solutions, software applications or enhancements.
- Assisted the State of Hawaii Judiciary as a business analyst in their Jury Project to implement enhancements to their current Juror Management System. Tasks included conducting interviews with users, documentation of current and future processes, requirements gathering and analysis of system enhancements, and perform system testing and end user training. Assistance in acceptance of change to the enhancements made and how to get staff to change to the new processes.
- Assisted a local insurance agency in the review and documentation of its accounting processes. Responsible for managing the overall project tasks, conducting workshops to discuss operational improvements, flowcharting the business processes current and re-designed and developing detailed policies and procedure documentation.
- Implemented the Accounts Payable Improvements Recommendations for American Honda Finance Corporation as the Project Manager. Responsible for the development and monitoring of the project plan, development of training materials, reorganization and restructuring of the department, department policies and procedures and branch guidelines, conducted and coordinated branch training. Worked with the Accounts Payable supervisor to minimize change impacts to the department and ensured constant

SHERILYN KIMURA CONTINUED

SENIOR PROJECT MANAGER

communications and clear messaging. Assisted with the acceptance of change as new processes were implemented with the use of PeopleSoft.

- Assisted in American Honda Finance Corporation in its Asset Backed Securities Re-Engineering and Re-design project as the Project Manager. Tasks included conducting process review interviews, documentation of current processes, workshop facilitation, re-design sessions and development of a recommendation report and action plans. Assisted in the reorganization of the department and staff roles and responsibilities. Worked with the Manager to address any change issues with the department reorganization and acceptance of the proposed changes.
- Oversaw the State of Hawaii's payroll project. Assisted the State of Hawaii Department of Accounting and General Services in a payroll re-engineering, design and specification project for the statewide payroll and time and attendance systems for approximately 60,000 employees. Tasks included conducting process review interviews, process documentation (AS IS and TO BE), identified recommendations and changes to system and business processes, system requirements gathering and analysis, workshop facilitation, redesign sessions, development of system functional requirements for a payroll and time and attendance system, and participated on the system selection committee as an advisor.
- Project Managed and assisted the Department of Land and Natural Resources, Bureau of Conveyances in an Operational Review Project. Responsibilities included: managing the overall project schedule, documenting current (AS IS) and future (TO BE) processes, facilitating re-design sessions, identifying operational improvements and recommendations for increased efficiencies.
- Assisted in a re-engineering project for an insurance company. Responsibilities included documentation of current processes and re-designing future processes for the company.

Requirements Gathering

- Assisted a private charitable trust in the requirements gathering, documentation and business process review to enhance their current Hawaiian Ancestry system application. Functioned as a Business Analyst and tasks included workshop facilitation, system requirements gathering and analysis, documentation of business system requirements and use cases.
- Assisted in the development of a company Intranet. Responsible for gathering user requirements and design of web pages. Participated as the interface between the web developer and user groups.
- Assisted the State of Hawaii Department of Land and Natural Resources, Land Division in a Re-Engineering and Requirements Definition project as the functional lead/analyst. Tasks included conducting process review interviews, documentation of current processes, system requirements gathering and analysis, workshop facilitation, re-design sessions, development of system functional requirements for a land management system and developed a system implementation plan report for the Land Division.
- Assisted the State of Hawaii Department of Education, Special Education/Special Services section in a Re-Engineering and Requirements Definition project as a functional consultant.

SHERILYN KIMURA CONTINUED

SENIOR PROJECT MANAGER

Tasks included conducting process review interviews, documenting current processes, gathering and analyzing system requirements, facilitating re-design session and developing functional system requirements for the new special education/special services system.

- Assisted American Honda Finance Corporation in its Lease Computer Project. Tasks included developing project checklists, creating computer return schedules and returning and replacing instructions for the organization.

System Selection and System Implementation

- Assisted with the implementation of the Financial Management Information System at a multi-campus university system consisting of a major research campus, several four-year campuses and seven community colleges. Performed financial systems evaluation, software review, and selection. Assisted with the request for proposal for the system. Lead consultant/analyst for the general ledger module and later assumed the project manager position. Responsible for the development of administrative procedures, process documentation and re-design, data control procedures and training materials. Provided on-line training to the data entry unit and central offices. Reengineered and redesigned the workflow processes in the financial accounting, treasury, contracts and grants and disbursing offices.
- Assisted with the system selection of a billing system for a local insurance company. Responsible for the development of functional and technical requirements with the users and the development of an assessment report.
- Assisted in the selection of an outsourced investment system for a local insurance company. Responsible for requirements development, RFP development and vendor evaluation and final selection. Assisted in the system implementation.
- Assisted in the analysis of a commercial BOP system for a local insurance company. Responsible for requirements development, Request for Proposal (RFP) development and vendor evaluation.
- Project managed the selection of a new imaging system for a local insurance company. Responsible for proposal evaluation of functional and technical requirements, scoring, reference calls, and development of scripted scenarios for the vendor demonstrations. Facilitated meetings with Project Team to select the vendor of choice.
- Assisted in the selection and implementation of an enterprise package solution for a client in the air transportation industry. Lead functional consultant responsible for the financial, human resource, and payroll system implementation. Conducted process reviews, business process re-engineering, and development of administrative procedures, data control procedures and on-line inquiry procedures.

Other

- Assisted a private charitable trust in the development of their policies and procedures for the Education Group. Tasks include developing status lists, attending policies and procedures meetings, updating and creating procedures and guidelines to ensure proper

SHERILYN KIMURA CONTINUED

SENIOR PROJECT MANAGER

internal controls and mitigation of risk, and develop procedure training strategy. (Education Support Services).

- Assisted a private charitable trust in the review of their financial needs determination models. Analyzed the various methods and models and provided recommendation for all programs to utilize. (Financial Aid Office)
- Assisted the aio Group in the assessment of their current information technology infrastructure and developed a project plan for the future information technology initiatives. Worked closely with the Information Technology Director to develop the information technology documentation for the Executive Committee.
- Assisted in the remediation of a local insurance company's Disaster Recovery Plan and Business Resumption Plan to more current performance levels. Responsibility includes facilitating business impact analysis workshops with Executives and documenting desired system requirements.
- Assisted and managed the testing of the Hot-Site for a local insurance company. Facilitated the testing and monitoring of the IT staff involved in the disaster recovery procedures. Identified recommendations, system impacts and action items to improve the Hot-Site recovery procedures.
- Assisted a local insurance agency in the development of their Corporate Business Resumption Plan and departmental disaster recovery plans.
- Provided project assistance and facilitation services to an insurance company with their "Quality" program. Responsibilities included developing templates, methodologies and tracking mechanisms for this initiative. Facilitated discussions with the CIO, Executives and Leadership group with this process.
- Assisted the Department of Land and Natural Resources, Land Division, with the development of their IT Strategic Plan. Responsibilities entailed assisting the planning and development of the overall planning process and providing guidance and review of the overall development of the plan. Facilitated planning sessions with supervisors and managers to gain input into the overall strategic plan.
- Assisted a private charitable trust in the development of their Strategic Tactical Budget Process. Services included business analysis, facilitation and assistance in leveling alignment of questionnaire information. (Project Management Office)
- Assisted a private charitable trust in the development of framework documents, templates and/or tools that guided their future document imaging, management, workflow and implementation initiatives. (Project Management Office)
- Assisted a private charitable trust in the development of a workforce strategy presentation. Tasks include working with the Human Resources Director to develop the presentation template, content and timeline. (Human Resources Division)

SHERILYN KIMURA CONTINUED

SENIOR PROJECT MANAGER

- Assisted in project documentation in the system development of Litigation Management software. Tasks include development of test scripts, testing strategy, training materials, training strategy, and user manuals.
- Provided a system sales and revenue user documentation for a commercial entertainment company.
- Performed a follow-up review on Review of Personnel Management at a major university.
- Performed a capitalized interest fixed asset project for the Department of Transportation, Airports Division.
- Assisted in the Telecommunications project with a state government.
- Conducted special investigative test work for an insurance claims department, which resulted in the reduction of over 1 million dollars in claims reserve.
- Performed agreed upon procedures on claims allocated expenses in the claims division of an insurance company.
- Provided consultation services for Hawaii Meals on Wheels, Inc. Performed the following activities: Conducted process review interviews with the staff to gather information on the organization; developed and distributed a staff survey; developed a Findings and Recommendation report highlighting areas for operational improvement and to assist with their strategic planning.
- Managed audit engagements in the following industries: Hospitality, Government, Insurance, Not-for-profit, Insurance, and Commercial companies. Formulated management letter comments, prepared audit reports, planned audit engagements, reviewed internal control procedures and supervised assistant/staff accountants.

PROFICIENCIES

Software Enterprise Applications

Documentum | Kofax | PeopleSoft General Ledger, Accounts Payable, Human Resources, Benefits and Payroll Modules | Software AG Financial Record System

Software Desktop Applications

Microsoft Office Suite | Process Charter | ABC Flowcharter

Certifications

PMP (Project Management Professional) Certified: Project Management Institute

PROFESSIONAL BACKGROUND

Prior to joining Pacxa, Ms. Kimura held the following positions:

Vice President and Senior Project Manager | Hoike Consulting | 808.441.2040
900 Fort St. Mall, Suite 600, Honolulu, HI 96813 | Jan 2001 - Dec 2012

Information Technology Department Project Manager | Island Insurance | 808.564.8111
1022 Bethel St., Honolulu, HI 96813 | Jan 2001 – Dec 2002

Senior Manager | KPMG Consulting (BearingPoint) | 808.531.7286

SHERILYN KIMURA CONTINUED

SENIOR PROJECT MANAGER

1001 Bishop Street #2100, Honolulu, HI 96813 | Aug 1990 – Jan 2001

EDUCATION

Pepperdine University

Master in Business Administration in Finance and Accounting, 1993

Santa Clara University

Bachelor of Science in Commerce and Accounting, 1990

Iolani School

Alumni

Cornell University

Change Leadership Certificate, 2014

Leadership Essentials Certificate, 2017

Technology Leadership Certificate, 2020

Yale University

The Science of Well-Being on Coursera. Certificate earned at Wednesday, December 4, 2019

University of Virginia

Design Thinking for Innovation on Coursera. Certificate earned at Tuesday, January 7, 2020

AFFILIATIONS

Hawaii Meals on Wheels, Prior Board Member, Advisory Board Member and Treasurer

Manoa Japanese Language School, Prior Board Member

Yonabaru Chojin Kai, Member

PMI – Project Management Institute, Member

Nu'uaniu YMCA Hawaiian Studies Program – Hula Hui o Kapunahala, Volunteer, Kumu Kokua

**ATTACHMENT
CUSTOMER REFERENCES
OFFEROR FORM OF-1**

Customer References: Offeror is required to complete Section 1 with a minimum of three (3) references of customers who received services similar to those requested in this RFP. Offeror, including any proposed sub-contractors included in the Offer, shall complete Section 2a for each reference and email to referenced customer to complete Section 2b.

Section 1. To be completed by the offeror and submitted with proposal.

Customer Name #1: State of Hawaii
Address: 1151 Punchbowl Street, #501, Honolulu, HI 96813
Reference Name: Leila Kagawa, Enterprise Program Manager
Current Phone: 808-586-1971

Customer Name #2: Charlotte-Mecklenburg Schools
Address: 600 E. Fourth Street, 5th Fl, Charlotte, NC 28202
Reference Name: Bill Onisick, Program Executive
Current Phone: 704-206-0762

Customer Name #3: Sonoma County, CA
Address: 433 Aviation Blvd. Suite 110, Santa Rosa, CA
Reference Name: Blane Jolliff, Accounting Manager
Current Phone: 707-565-8321

Customer Name #4: _____
Address: _____
Reference Name: _____
Current Phone: _____

Customer Name #5: _____
Address: _____
Reference Name: _____
Current Phone: _____

The State may contact all of the references listed to inquire about Offeror's equipment, services, performance, and degree of customer satisfaction. Full points for references will not be awarded unless Section 2a and 2b are emailed from referenced customers to the Contract Administrator.

**ATTACHMENT
CUSTOMER REFERENCES
OFFEROR FORM OF-1**

Customer References: Offeror is required to complete Section 1 with a minimum of three (3) references of customers who received services similar to those requested in this RFP. Offeror, including any proposed sub-contractors included in the Offer, shall complete Section 2a for each reference and email to referenced customer to complete Section 2b.

Section 1. To be completed by the offeror and submitted with proposal.

Customer Name #1: County of Mariposa
Address: 5100 Bullion St, 2nd Floor, Mariposa, CA 95838
Reference Name: Leigh Westerlund
Current Phone: (209) 742-1234

Customer Name #2: County of San Joaquin
Address: 44 North San Joaquin St. San Joaquin, CA 95202
Reference Name: Kaspar Kurmis
Current Phone: (650) 595-0548

Customer Name #3: FI\$Cal (State of California)
Address: 2000 Evergreen St, Sacramento, CA 95815
Reference Name: Raymond Esquer Jr.
Current Phone: (916) 576-3294

Customer Name #4: _____
Address: _____
Reference Name: _____
Current Phone: _____

Customer Name #5: _____
Address: _____
Reference Name: _____
Current Phone: _____

The State may contact all of the references listed to inquire about Offeror's equipment, services, performance, and degree of customer satisfaction. Full points for references will not be awarded unless Section 2a and 2b are emailed from referenced customers to the Contract Administrator.

**ATTACHMENT
CUSTOMER REFERENCES
OFFEROR FORM OF-1**

Customer References: Offeror is required to complete Section 1 with a minimum of three (3) references of customers who received services similar to those requested in this RFP. Offeror, including any proposed sub-contractors included in the Offer, shall complete Section 2a for each reference and email to referenced customer to complete Section 2b.

Section 1. To be completed by the offeror and submitted with proposal.

Customer Name #1: State of Hawaii, Dept. of Accounting and General Services
Address: 1151 Punchbowl Street, Honolulu, HI 96813
Reference Name: Leila Kagawa
Current Phone: (808) 586-1971

Customer Name #2: State of Hawaii, Dept. of Transportation - Airports (Warehouse)
Address: 400 Rodgers Boulevard, 7th Floor, Honolulu, HI 96819
Reference Name: Amy Saito
Current Phone: (808) 838-8678

Customer Name #3: State of Hawaii, Dept. of Transportation - Airports (Fiscal)
Address: 400 Rodgers Boulevard, 7th Floor, Honolulu, HI 96819
Reference Name: Amy Saito
Current Phone: (808) 838-8678

Customer Name #4: Employees' Retirement System of the State of Hawaii
Address: 201 Merchant St #1400, Honolulu, HI 96813
Reference Name: Keith Miyamoto
Current Phone: (808) 586-1713

Customer Name #5: _____
Address: _____
Reference Name: _____
Current Phone: _____

The State may contact all of the references listed to inquire about Offeror's equipment, services, performance, and degree of customer satisfaction. Full points for references will not be awarded unless Section 2a and 2b are emailed from referenced customers to the Contract Administrator.

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: CherryRoad Technologies Inc.	Contractor/Offeror Contact/Name: Robert Cockrum, Senior Sales Executive
Project Dates: 11/2016 – Present	Contractor/Offeror Contact Phone: 916-715-6504
Customer Organization: State of Hawaii	Customer Contact Name: Leila Kagawa, Enterprise Program Manager
	Customer Phone: 808.586.1971
Customer Address: 1151 Punchbowl St, #501, Honolulu 96813	Customer Fax: N/A
Operating Budget of Organization: \$15.416B	
<p>Project included implementation in which of the following procurement categories (Check all that apply):</p> <p><input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input checked="" type="checkbox"/> Solicitation and Award</p> <p><input type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input type="checkbox"/> Other Services</p>	
<p>Project included implementation of procurement categories listed above in a government and/or education organization:</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>Scope of Project:</p> <p>Please see attached page.</p>	
<p>Number of employees staffed for this project:</p> <p>Varies between 20 and 30 depending upon project task</p>	
<p>Total One-Time Cost of Project (Estimated/Actual):</p> <p>\$16.7M</p>	

SCOPE OF PROJECT:

The State's modernization initiative is intended to improve State operations and services by creating a more streamlined and enhanced IT environment, and to foster improved collaboration among internal and external stakeholders. The project included CherryRoad implementing PeopleSoft Payroll and Time & Labor statewide using the CherryRoad private cloud.

The State has retired its existing antiquated payroll and leave management solutions and is reducing existing operational risk in the State's current IT operations; while facilitating data sharing and collaboration among the remaining existing legacy systems.

CherryRoad has partnered with the State to implement PeopleSoft Payroll along with Time & Labor (in process). The implementation utilized CherryRoad's hosting and managed services. CherryRoad is hosting the production environment in our Honolulu data center and the DR/Test in our Sacramento data center. In addition to the hosting services, CherryRoad is performing application managed services such as break/fix, update support, and general business process support.

Reason for Change in Total One-Time Cost of Project, if applicable:			
No change.			
Scope of Contractor/Offeror's Involvement in this project:			
Implementation Services, Software Resell, Hosting and Managed Services			
Number of employees Contractor/Offeror staffed for this project:			
Varies between 5 and 15 depending upon project task			
Original Value of Contractor/Offeror's Contract:		Actual Total Contract Value:	
\$41.5M for 8 Years		\$41.5M for 8 Years	
Reason(s) for Change in Value:			
No Change			
Estimated Start & Completion Dates:	From:	November 2016	To: present
Actual Start & Completion Dates:	From:	November 2016	To: present
Reason(s) for Difference Between Estimated and Actual Dates:			
No Change			

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: CherryRoad Technologies Inc.	Contractor/Offeror Contact/Name: Robert Cockrum, Senior Sales Executive
Project Dates: 05/2019 – Present	Contractor/Offeror Contact Phone: 916-715-6504
Customer Organization: Charlotte-Mecklenburg Schools	Customer Contact Name: Bill Onisick, Program Executive
	Customer Phone: 704-206-0762
Customer Address: 600 E. Fourth St, 5th Fl, Charlotte, NC 28202	Customer Fax: N/A
Operating Budget of Organization: \$1.7B	
<p>Project included implementation in which of the following procurement categories (Check all that apply):</p> <p><input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input checked="" type="checkbox"/> Solicitation and Award</p> <p><input type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input type="checkbox"/> Other Services</p>	
<p>Project included implementation of procurement categories listed above in a government and/or education organization:</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>Scope of Project:</p> <p>Please see attached sheet.</p>	
<p>Number of employees staffed for this project:</p>	
<p>Total One-Time Cost of Project (Estimated/Actual):</p> <p>\$7,357,500 estimated / \$7,357,500 actual</p>	

The North Carolina General Assembly agreed to fund a multiphase, multiyear project to modernize the State’s K-12 Financial and Human Resource systems, including Payroll. Under the direction of the State’s Department of Public Instruction (NC-DPI), funds are being provided to the State’s K-12 school districts (115 in total) to modernize the core financial and human resources management systems using a modern software as a service ERP cloud solution as mandated by the legislation. After a year-long review, the State selected CherryRoad/Oracle Cloud Services as one of two solutions for which its K-12 districts could select as its ERP solution to modernize.

Five of the State’s K-12 districts who have selected CherryRoad/Oracle Cloud are serving as “pilots” for the program. These pilots will assist to determine, design, and implement standard configurations, workflows, integrations, reporting and overall requirements for State.

K-12 school districts. These pilot schools are scheduled to Go-Live in 2020. The remaining North Carolina school districts will leverage these pilot school configurations as a template (starting point) for their CherryRoad/Oracle Cloud implementations that will occur through the next several years.

Key Goals and Outcomes for CMS (and all North Carolina K-12 school districts) implementing Oracle Cloud as part of the modernization program include the following:

- Provide for modern real-time access to information via dashboards and interactive reports to key decision making at all levels.
- Automate all business functions and workflows and eliminate manual processes.
- Enable real-time communication between departments for key decision-making and approvals.
- Provide for employee, manager and vendor self-service capabilities.
- Eliminate dual entry and maintain 'one single source of truth' through a single integrated data base while eliminated stand along systems where feasible.
- Leverage best practices to implement a proper chart of accounts and related subledgers.
- Provide for a complete modern procurement system to automate vendor management, bids, contracts, self-service portals, and automated invoice processing while maximizing product discounts.
- Eliminate lengthy upgrade and internal costs to maintain system.
- Eliminate the need for customizations.

MODULES:

- Financials
- Automated Invoice Processing
- Purchasing
- Self-Service Procurement
- Sourcing Cloud
- Inventory Management
- Project Contract Billing
- Planning & Budgeting
- Global Payroll
- Workforce Compensation Management
- Goal Management
- Performance Management
- Oracle Reporting/Analytics
- Expenses
- WebCenter Forms Recognition
- Procurement Contracts
- Supplier Portal
- Supplier Qualification Mgmt
- Project Financials
- Grants Management
- Enterprise Performance Mgmt
- Time and Labor
- Career Development
- Learning
- Talent Acquisition

Reason for Change in Total One-Time Cost of Project, if applicable:			
N/A			
Scope of Contractor/Offeror's Involvement in this project:			
System Implementation tasks that included Project management, Functional Configuration, Technical Tasks, Change Management activities and deploying Training.			
Number of employees Contractor/Offeror staffed for this project:			
Original Value of Contractor/Offeror's Contract:		Actual Total Contract Value:	
\$15,157,500		\$15,157,500	
Reason(s) for Change in Value:			
N/A			
Estimated Start & Completion Dates:	From:	05/2019	To: present
Actual Start & Completion Dates:	From:	05/2019	To: present
Reason(s) for Difference Between Estimated and Actual Dates:			
N/A			

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: CherryRoad Technologies Inc.	Contractor/Offeror Contact/Name: Robert Cockrum, Senior Sales Executive
Project Dates: February 2015 - present	Contractor/Offeror Contact Phone: 916-715-6504
Customer Organization: Sonoma County, CA	Customer Contact Name: Blane Jolliff, Accounting Manager
	Customer Phone: 707-565-8321
Customer Address: 433 Aviation Blvd. #110, Santa Rosa, CA	Customer Fax: N/A
Operating Budget of Organization:	
<p>Project included implementation in which of the following procurement categories (Check all that apply):</p> <p><input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input checked="" type="checkbox"/> Solicitation and Award</p> <p><input type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input type="checkbox"/> Other Services</p>	
<p>Project included implementation of procurement categories listed above in a government and/or education organization:</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>Scope of Project:</p> <p>Please see attached sheet</p>	
<p>Number of employees staffed for this project:</p> <p>10</p>	
<p>Total One-Time Cost of Project (Estimated/Actual):</p> <p>Multiple Engagements with \$3,000,000 actual and estimated.</p>	

The County of Sonoma is comprised of 26 departments and agencies that provide a full range of services to the community. Sonoma County government has a history of providing excellent and responsive public service while operating under sound fiscal principles. The County is located at the threshold between the commerce-driven San Francisco Bay Area and the spectacular beauty of northern California. The County extends over 1,500 square miles with a diverse economy that includes a world class wine region, stunning natural resources, and dozens of tourist destinations. Sonoma County is home to 493,285 people, with approximately 33 percent of the population residing in Santa Rosa, which was recently named as one of the nation's "most livable communities" by Partners for Livable Communities.

CherryRoad is performing Application Managed Services for Sonoma County in support of the County's implementation of PeopleSoft Financials modules, and Budgeting. The County has deployed PeopleSoft modules that include General Ledger, Purchasing, eProcurement, Accounts Payable, Fixed Assets, and Workflow. In addition to those modules, CherryRoad and the County is deployed Oracle's Cloud Budgeting Solution (PBCS).

In addition to the Application Managed Services, CherryRoad partnered with the County to upgrade the PeopleSoft Financials modules from version 9.1 to 9.2. The project went Live in May 2017 and included four weeks of post-production support.

CherryRoad partnered with the County to achieve the following goals as part of the upgrade project.

1. Complete the scope of the project on time and within budget.
2. Complete project well before November 2017.
3. With some minor exceptions, perform a technical upgrade.
4. Ensure knowledge transfer – both functional and technical.
5. Replace customizations with standard functionality (considering project timeline and effort) to the extent that it meets the County's requirements.
6. Conduct comprehensive testing to avoid lengthy post-production support.
7. Utilize County resources and develop schedules in order for the County to support 9.1 production duties.
8. Avoid weekend work and overtime hours of County staff.
9. Provide CherryRoad resources who are experienced and shall bring significant value to the project

PROJECT TIMEFRAME

- Upgrade Financials 9.1 to 9.2: July 2016 – May 2017
- Application Managed Services: February 2015 – Present

Reason for Change in Total One-Time Cost of Project, if applicable:			
No Change			
Scope of Contractor/Offeror's Involvement in this project:			
CherryRoad was the County's project partner for the upgrade project, managed services support and the Hyperion upgrade.			
Number of employees Contractor/Offeror staffed for this project:			
xx			
Original Value of Contractor/Offeror's Contract:		Actual Total Contract Value:	
Multiple Engagements w/ \$3,000,000 actual/est		Multiple Engagements w/ \$3,000,000 actual/est	
Reason(s) for Change in Value:			
N/A			
Estimated Start & Completion Dates:	From:	Feb 2015	To: present
Actual Start & Completion Dates:	From:	Feb 2015	To: present
Reason(s) for Difference Between Estimated and Actual Dates:			
N/A			

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: Graviton Consulting Services, Inc.	Contractor/Offeror Contact/Name: Vineet Srivastava
Project Dates: May 27, 2020 - July 31, 2021	Contractor/Offeror Contact Phone: (916) 337-6551
Customer Organization: County of Mariposa	Customer Contact Name: Leigh Westerlund
	Customer Phone: (209) 742-1234
Customer Address: 5100 Bullion St, 2nd Fl., Mariposa, CA 95838	Customer Fax: N/A.
Operating Budget of Organization: \$118 million	
<p>Project included implementation in which of the following procurement categories (Check all that apply):</p> <p><input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input checked="" type="checkbox"/> Solicitation and Award</p> <p><input type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input type="checkbox"/> Other Services</p>	
<p>Project included implementation of procurement categories listed above in a government and/or education organization:</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>Scope of Project:</p> <p>Graviton is in the process of implementing Oracle Cloud for HCM, EPM and ERP for the County. The County is being converted from AS400 and Naviline legacy systems and change management is a key component of this project. The expected go-live is July 2021.</p> <p>Modules included in the scope are: HCM, Payroll, Time and Labor, Recruiting, Talent Management and Workforce Compensation, Learning, ERP, Planning and Budgeting, Enterprise Performance Management, Procurement, Supply Chain Execution</p>	
<p>Number of employees staffed for this project:</p> <p>15-40 from client depending on project stage.</p>	
<p>Total One-Time Cost of Project (Estimated/Actual):</p> <p>Estimated \$1.6 million. The project is ongoing and is on budget.</p>	

<p>Reason for Change in Total One-Time Cost of Project, if applicable:</p> <p>Not applicable. The project is ongoing and is on budget. At this project stage we do not anticipate any changes in the cost of the project.</p>			
<p>Scope of Contractor/Offeror's Involvement in this project:</p> <p>Graviton is the prime implementer of Oracle Cloud HCM, ERP and EPM on this project.</p>			
<p>Number of employees Contractor/Offeror staffed for this project:</p> <p style="text-align: center;">16</p>			
<p>Original Value of Contractor/Offeror's Contract:</p> <p style="text-align: center;">\$1.6 million</p>		<p>Actual Total Contract Value:</p> <p style="text-align: center;">N/A.</p>	
<p>Reason(s) for Change in Value:</p> <p>N/A.</p>			
<p>Estimated Start & Completion Dates:</p>		<p>From:</p> <p>May 1, 2020</p>	<p>To:</p> <p>July 31, 2021</p>
<p>Actual Start & Completion Dates:</p>		<p>From:</p> <p>May 27, 2020</p>	<p>To:</p> <p>Ongoing.</p>
<p>Reason(s) for Difference Between Estimated and Actual Dates:</p> <p>The County decided to push back the project start date. The project is ongoing.</p>			

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: Graviton Consulting Services, Inc.	Contractor/Offeror Contact/Name: Vineet Srivastava
Project Dates: August 2018 - January 2020	Contractor/Offeror Contact Phone: (916) 337-6551
Customer Organization: County of San Joaquin	Customer Contact Name: Kaspar Kurmis
	Customer Phone: (650) 595-0548
Customer Address: 44 N San Joaquin St, San Joaquin, CA 95202	Customer Fax: N/A.
Operating Budget of Organization: \$1.9 billion	
Project included implementation in which of the following procurement categories (Check all that apply): <input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input checked="" type="checkbox"/> Solicitation and Award <input checked="" type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input type="checkbox"/> Other Services	
Project included implementation of procurement categories listed above in a government and/or education organization: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Scope of Project: See attached sheet	
Number of employees staffed for this project: 6-10 from client depending on project stage.	
Total One-Time Cost of Project (Estimated/Actual): \$1.2 million	

Graviton implemented Oracle's Enterprise Performance Management Cloud Service (EPM) solutions for the County of San Joaquin. The Financials, Workforce and Capital modules are being deployed as part of this solution.

Phase one went live in February 2019, with the go-live of all Performance Reporting, as well as line item entry and capital budget entry for Planning and Budgeting. The next phase will see the completion of Workforce Planning modules and the finalization of the budget book. Phase II was completed in January 2020.

This project came about after Graviton upgraded the County's PeopleSoft HCM and FSCM modules in 2017. The County then engaged Graviton to review their business processes and make recommendations for improvements. Following these recommendations, the County decided to implement Oracle Cloud EPM in 2018. Our work with the County of San Joaquin is an excellent example of how Graviton creates longstanding partnerships with our clients over multiple implementations.

The following list provides a snapshot of our current and past projects for the County:

- Phase I HCM and FSCM Upgrade to v9.2: 10/2016 – 06/2017
- FSCM Business Process Analysis: 10/2016 – 05/2017
- Phase II Project Costing Implementation: 06/2017 – Present
- Phase II Time & Labor & Absence Management Implementation: 06/2017 – Present
- Phase II Supply Chain Improvements: 08/2017 – 08/2019
- Intra-Unit Billing Solution: 06/2017 – 06/2018
- San Joaquin County General Hospital PeopleSoft Production Support: 02/2018 – Present

Reason for Change in Total One-Time Cost of Project, if applicable:			
Scope of Contractor/Offeror's Involvement in this project: Graviton was the prime implementer of Oracle Cloud EPM for the County.			
Number of employees Contractor/Offeror staffed for this project: 4 employees			
Original Value of Contractor/Offeror's Contract: \$1.2 million		Actual Total Contract Value:	
Reason(s) for Change in Value:			
Estimated Start & Completion Dates:		From:	To:
Actual Start & Completion Dates:		From: 08-2018	To: 01-2020
Reason(s) for Difference Between Estimated and Actual Dates:			

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: Graviton Consulting Services	Contractor/Offeror Contact/Name: Vineet Srivastava
Project Dates: 11/18/19 - 5/17/2021	Contractor/Offeror Contact Phone: (916) 337-6551
Customer Organization: FI\$Cal (State of California)	Customer Contact Name: Neeraj Chauhan
	Customer Phone: 916.246.3530
Customer Address: 2000 Evergreen St, Sacramento, CA 95815	Customer Fax: N/A.
Operating Budget of Organization:	
<p>Project included implementation in which of the following procurement categories (Check all that apply):</p> <p><input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input checked="" type="checkbox"/> Solicitation and Award</p> <p><input checked="" type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input type="checkbox"/> Other Services</p>	
<p>Project included implementation of procurement categories listed above in a government and/or education organization:</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>Scope of Project:</p> <p>The FI\$Cal system is massive, modern, and dynamic and it is working for California. Today, FI\$Cal is among the largest public sector IT systems in the world replacing hundreds of legacy systems statewide. Enormously complex by its very nature, FI\$Cal is a working system with 152 departments and approximately 15,000 end users processing \$363 billion in expenditures each year. The State Treasurer's Office (STO) functionality handles about \$2 trillion in state government banking transactions annually. Departments are paying their bills and balancing their budgets every single day using the FI\$Cal system.</p>	
<p>Number of employees staffed for this project:</p> <p style="text-align: center;">Over 50 Employees</p>	
<p>Total One-Time Cost of Project (Estimated/Actual):</p> <p style="text-align: center;">Estimated \$5 million. Project is ongoing.</p>	

Reason for Change in Total One-Time Cost of Project, if applicable:			
Not applicable. The project is ongoing and anticipated to be on-budget.			
Scope of Contractor/Offeror's Involvement in this project:			
Graviton provides the State of California with consulting services for its FI\$Cal financial PeopleSoft implementation. This includes service center support, optimization production support and ERP advisory services including, business analysis and month and year end close optimization.			
Number of employees Contractor/Offeror staffed for this project:			
15 Employees			
Original Value of Contractor/Offeror's Contract:		Actual Total Contract Value:	
\$5 million			
Reason(s) for Change in Value:			
Estimated Start & Completion Dates:		From:	To:
		11/18/2019	5/17/2021
Actual Start & Completion Dates:		From:	To:
		11/18/2019	Ongoing
Reason(s) for Difference Between Estimated and Actual Dates:			
This project is ongoing.			

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: Hoike Networks, Inc. dba Pacxa	Contractor/Offeror Contact/Name: Scott Watanabe
Project Dates: 10/1/16 - 10/12/18	Contractor/Offeror Contact Phone: (808) 349-2114
Customer Organization: State of Hawaii, Dept. of Accounting and General Services / Note: Pacxa was a subcontractor to CherryRoad Technologies	Customer Contact Name: Leila Kagawa
	Customer Phone: (808) 586-1971
Customer Address: 1151 Punchbowl St, Honolulu, HI 96813	Customer Fax: (808) 518-9171
Operating Budget of Organization: \$230M	
<p>Project included implementation in which of the following procurement categories (Check all that apply):</p> <p><input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input type="checkbox"/> Solicitation and Award</p> <p><input type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input checked="" type="checkbox"/> Other Services</p>	
<p>Project included implementation of procurement categories listed above in a government and/or education organization:</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>Scope of Project:</p> <p>Implemented the State of Hawaii Payroll system.</p> <p>Services provided by Pacxa: Organizational Change Management, Business Process Documentation Support, and Project Coordination/Administration services.</p>	
<p>Number of employees staffed for this project:</p> <p>Approximately 40</p>	
<p>Total One-Time Cost of Project (Estimated/Actual):</p> <p>As a subcontractor, the total one-time cost of the project is N/A for Pacxa.</p>	

Reason for Change in Total One-Time Cost of Project, if applicable:			
As a subcontractor, any changes in the total one-time cost of the project is N/A for Pacxa.			
Scope of Contractor/Offeror's Involvement in this project:			
Pacxa provided Organizational Change Management, Business Process Documentation Support, and Project Coordination/Administration services.			
Number of employees Contractor/Offeror staffed for this project:			
Two: Sherilyn Kimura and Shani Yamada			
Original Value of Contractor/Offeror's Contract:		Actual Total Contract Value:	
N/A		N/A	
Reason(s) for Change in Value:			
N/A			
Estimated Start & Completion Dates:		From:	To:
		N/A	N/A
Actual Start & Completion Dates:		From:	To:
		10/1/16	10/12/18
Reason(s) for Difference Between Estimated and Actual Dates:			
As a subcontractor, start and completion dates were based on Prime's scheduling.			

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: Hoike Networks, Inc. dba Pacxa	Contractor/Offeror Contact/Name: Scott Watanabe
Project Dates: 04/2013 - 04/2014	Contractor/Offeror Contact Phone: (808) 349-2114
Customer Organization: State of Hawaii, Dept. of Transportation - Airports	Customer Contact Name: Amy Saito
	Customer Phone: (808) 838-8678
Customer Address: 400 Rodgers Blvd, 7th Flr, Honolulu, HI 96819	Customer Fax: (808) 838-8753
Operating Budget of Organization: \$769M	
Project included implementation in which of the following procurement categories (Check all that apply): <input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input type="checkbox"/> Solicitation and Award <input type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input checked="" type="checkbox"/> Other Services	
Project included implementation of procurement categories listed above in a government and/or education organization: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Scope of Project: Upgrade of Oracle E-Business Suite Financials to r12.2 for Warehouse.	
Number of employees staffed for this project: 4	
Total One-Time Cost of Project (Estimated/Actual): Estimated = \$396,000.00 / Actual = \$396,000.00	

Reason for Change in Total One-Time Cost of Project, if applicable:			
N/A			
Scope of Contractor/Offeror's Involvement in this project:			
Management and implementation of software upgrade.			
Number of employees Contractor/Offeror staffed for this project:			
3: Fran Kaneshiro, Michael Komoda, and Mike Takeno			
Original Value of Contractor/Offeror's Contract:		Actual Total Contract Value:	
\$396,000.00		\$396,000.00	
Reason(s) for Change in Value:			
N/A			
Estimated Start & Completion Dates:		From:	To:
		04/2013	11/2013
Actual Start & Completion Dates:		From:	To:
		04/2013	04/2014
Reason(s) for Difference Between Estimated and Actual Dates:			
Change in Upgrade Approach from Patch Upgrade to Re-Implementation.			

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: Hoike Networks, Inc. dba Pacxa	Contractor/Offeror Contact/Name: Scott Watanabe
Project Dates: 03/2014 - 11/2014	Contractor/Offeror Contact Phone: (808) 349-2114
Customer Organization: State of Hawaii, DOT - Airports	Customer Contact Name: Amy Saito
	Customer Phone: (808) 838-8678
Customer Address: 400 Rodgers Blvd, 7th Flr, Honolulu, HI 96819	Customer Fax: (808) 838-8753
Operating Budget of Organization: \$769M	
<p>Project included implementation in which of the following procurement categories (Check all that apply):</p> <p><input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input type="checkbox"/> Solicitation and Award</p> <p><input type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input checked="" type="checkbox"/> Other Services</p>	
<p>Project included implementation of procurement categories listed above in a government and/or education organization:</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>Scope of Project:</p> <p>Upgrade of Oracle E-Business Suite Financials to version r12.2 for Fiscal.</p>	
<p>Number of employees staffed for this project:</p> <p>4</p>	
<p>Total One-Time Cost of Project (Estimated/Actual):</p> <p>Estimated = \$468,000.00 / Actual = \$468,000.00</p>	

Reason for Change in Total One-Time Cost of Project, if applicable:			
N/A			
Scope of Contractor/Offeror's Involvement in this project:			
Management and implementation of software upgrade.			
Number of employees Contractor/Offeror staffed for this project:			
3: Fran Kaneshiro, Michael Komoda, Mike Takeno			
Original Value of Contractor/Offeror's Contract:		Actual Total Contract Value:	
\$468,000.00		\$468,000.00	
Reason(s) for Change in Value:			
N/A			
Estimated Start & Completion Dates:		From:	To:
		03/2014	09/2014
Actual Start & Completion Dates:		From:	To:
		03/2014	11/2014
Reason(s) for Difference Between Estimated and Actual Dates:			
Change in Upgrade Approach from Patch Upgrade to Re-Implementation.			

Section 2a. To be completed by the Offeror

Contractor/Offeror Name: Hoike Networks, Inc. dba Pacxa	Contractor/Offeror Contact/Name: Scott Watanabe
Project Dates: 09/2019 - 11/2020	Contractor/Offeror Contact Phone: (808) 349-2114
Customer Organization: Employees' Retirement Systems of the State of Hawaii	Customer Contact Name: Keith Miyamoto
	Customer Phone: (808) 586-1713
Customer Address: 201 Merchant St #1400, Honolulu, HI 96813	Customer Fax: (808) 587-5766
Operating Budget of Organization: \$18.8M for FY 2021-2022	
Project included implementation in which of the following procurement categories (Check all that apply): <input type="checkbox"/> Acquisition Planning <input type="checkbox"/> Market Research <input type="checkbox"/> Solicitation and Award <input type="checkbox"/> Contract Management <input type="checkbox"/> Completion & Closeout <input checked="" type="checkbox"/> Other Services	
Project included implementation of procurement categories listed above in a government and/or education organization: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Scope of Project: Re-Implementation of Oracle E-Business Suite to r12.2.9	
Number of employees staffed for this project: 3	
Total One-Time Cost of Project (Estimated/Actual): \$579,536.00	

Reason for Change in Total One-Time Cost of Project, if applicable:			
N/A			
Scope of Contractor/Offeror's Involvement in this project:			
Management and re-implementation of the Oracle E-Business Suite software.			
Number of employees Contractor/Offeror staffed for this project:			
2: Mike Takeno and Michael Komoda			
Original Value of Contractor/Offeror's Contract:		Actual Total Contract Value:	
\$579,536.00		\$579,536.00	
Reason(s) for Change in Value:			
N/A			
Estimated Start & Completion Dates:		From:	To:
		09/2019	02/2020
Actual Start & Completion Dates:		From:	To:
		09/2019	11/2020
Reason(s) for Difference Between Estimated and Actual Dates:			
Change in Application Operating System from Windows 2016 to Linux 7			

WBS ID	Task Name	Duration	Start	Finish	Predecessors	Q3			Q4			Q1			Q2			Q3					
						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep			
1	Stage 1 Project Planning	40d	07/05/21	08/27/21																			
1.1	Project Management Track	40d	07/05/21	08/27/21																			
1.1.1	P01.1 Project Schedule	20d	07/05/21	07/30/21																			
1.1.2	P02.1 Project Charter	10d	07/05/21	07/16/21																			
1.1.3	P03.1 Project Management Plan	20d	08/02/21	08/27/21	3, 4																		
1.2	Business Process Track	20d	07/05/21	07/30/21																			
1.2.1	B01.1 Use Cases	20d	07/05/21	07/30/21																			
1.3	CEMLI Development Track	20d	07/05/21	07/30/21																			
1.3.1	D01.1 CEMLI Development Plan	10d	07/05/21	07/16/21																			
1.3.2	D02.1 CEMLI Release Management Plan	10d	07/19/21	07/30/21	9																		
1.4	Organizational Change Management Track	30d	07/05/21	08/13/21																			
1.4.1	O01.1 Communications Strategy	10d	07/05/21	07/16/21																			
1.4.2	O02.1 Project Team Training Plan	10d	07/05/21	07/16/21																			
1.4.3	O03.1 Business Process Organizational Change Management Strategy	20d	07/19/21	08/13/21	12																		
1.4.4	O04.1 Project Team Training	20d	07/19/21	08/13/21	13																		
1.5	Infrastructure Track	10d	07/05/21	07/16/21																			
1.5.1	I01.1 Configured Environments (Sandbox and Development)	10d	07/05/21	07/16/21																			
2	Stage 2 Initial Analysis and Design	60d	08/02/21	10/22/21																			
2.1	Project Management Track	30d	09/13/21	10/22/21																			
2.1.1	P04.1 Requirements Traceability Matrix	20d	09/13/21	10/08/21	24FS -10d, 7																		
2.1.2	P05.1 EFS Implementation Strategy	20d	09/27/21	10/22/21	24																		
2.2	Business Process Track	50d	08/02/21	10/08/21																			
2.2.1	B02.1 Business Process Re-engineering Plan	20d	08/02/21	08/27/21	7																		
2.2.2	B03.1 Conference Room Pilot 1	40d	08/02/21	09/24/21	7																		
2.2.3	B04.1 Time & Attendance Data Collection Strategy	20d	08/30/21	09/24/21	23																		
2.2.4	B05.1 Initial System Design Document	10d	09/27/21	10/08/21	24																		
2.3	CEMLI Development Track	50d	08/02/21	10/08/21																			
2.3.1	D03.1 CEMLI Release 1	20d	08/02/21	08/27/21	10																		
2.3.2	D04.1 System Landscape, Technical, and Business Design Strategy	20d	08/30/21	09/24/21	28																		
2.3.3	D05.1 System Security Strategy	10d	09/27/21	10/08/21	29																		
2.4	Organizational Change Management Track	50d	08/02/21	10/08/21																			
2.4.1	O05.1 Business Process Organizational Change Management Plan	20d	08/02/21	08/27/21	7																		
2.4.2	O06.1 Knowledge Transfer Strategy	15d	08/30/21	09/17/21	23																		
2.4.3	O07.1 Organizational Readiness Assessment	30d	08/30/21	10/08/21	32																		
2.4.4	O08.1 End User Training Strategy	15d	09/20/21	10/08/21	33																		
2.5	Infrastructure Track	20d	08/02/21	08/27/21																			
2.5.1	I02.1 Technical Architecture Strategy	20d	08/02/21	08/27/21	17FS +10d																		
3	Stage 3 Final Analysis and Design	80d	08/30/21	12/17/21																			
3.1	Project Management Track	10d	12/06/21	12/17/21																			
3.1.1	P06.1 Project Scope Document	10d	12/06/21	12/17/21	42																		
3.2	Business Process Track	50d	10/11/21	12/17/21																			
3.2.1	B07.1 Conference Room Pilot 2	40d	10/11/21	12/03/21	26																		
3.2.2	B08.1 Final System Design Document	10d	12/06/21	12/17/21	42																		
3.3	CEMLI Development Track	80d	08/30/21	12/17/21																			
3.3.1	D06.1 CEMLI Release 2	50d	08/30/21	11/05/21	28																		
3.3.2	D07.1 Data Conversion Strategy	10d	11/08/21	11/19/21	45																		
3.3.3	D08.1 Business Intelligence Plan	20d	11/22/21	12/17/21	46																		
3.4	Organizational Change Management Track	40d	10/11/21	12/03/21																			

WBS ID	Task Name	Duration	Start	Finish	Predecessors	Q3			Q4			Q1		
						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
1	Stage 1 Project Planning	20d	07/03/23	07/28/23										
1.1	Project Management Track	20d	07/03/23	07/28/23										
1.1.1	P01.3 Project Schedule	10d	07/03/23	07/14/23										
1.1.2	P02.3 Project Charter	5d	07/03/23	07/07/23										
1.1.3	P03.3 Project Management Plan	10d	07/17/23	07/28/23	3, 4									
1.2	Business Process Track	10d	07/03/23	07/14/23										
1.2.1	B01.3 Use Cases	10d	07/03/23	07/14/23										
1.3	CEMLI Development Track	10d	07/03/23	07/14/23										
1.3.1	D01.3 CEMLI Development Plan	5d	07/03/23	07/07/23										
1.3.2	D02.3 CEMLI Release Management Plan	5d	07/10/23	07/14/23	9									
1.4	Organizational Change Management Track	15d	07/03/23	07/21/23										
1.4.1	O01.3 Communications Strategy	5d	07/03/23	07/07/23										
1.4.2	O02.3 Project Team Training Plan	5d	07/03/23	07/07/23										
1.4.3	O03.3 Business Process Organizational Change Management Strategy	10d	07/10/23	07/21/23	12									
1.4.4	O04.3 Project Team Training	10d	07/10/23	07/21/23	13									
1.5	Infrastructure Track	5d	07/03/23	07/07/23										
1.5.1	I01.3 Configured Environments (Sandbox and Development)	5d	07/03/23	07/07/23										
2	Stage 2 Initial Analysis and Design	30d	07/17/23	08/25/23										
2.1	Project Management Track	20d	07/31/23	08/25/23										
2.1.1	P04.3 Requirements Traceability Matrix	10d	07/31/23	08/11/23	24FS -10d, 7									
2.1.2	P05.3 EFS Implementation Strategy	10d	08/14/23	08/25/23	24									
2.2	Business Process Track	25d	07/17/23	08/18/23										
2.2.1	B02.3 Business Process Re-engineering Plan	10d	07/17/23	07/28/23	7									
2.2.2	B03.3 Conference Room Pilot 1	20d	07/17/23	08/11/23	7									
2.2.3	B04.3 Time & Attendance Data Collection Strategy	10d	07/31/23	08/11/23	23									
2.2.4	B05.3 Initial System Design Document	5d	08/14/23	08/18/23	24									
2.3	CEMLI Development Track	25d	07/17/23	08/18/23										
2.3.1	D03.3 CEMLI Release 1	10d	07/17/23	07/28/23	10									
2.3.2	D04.3 System Landscape, Technical, and Business Design Strategy	10d	07/31/23	08/11/23	28									
2.3.3	D05.3 System Security Strategy	5d	08/14/23	08/18/23	29									
2.4	Organizational Change Management Track	25d	07/17/23	08/18/23										
2.4.1	O05.3 Business Process Organizational Change Management Plan	10d	07/17/23	07/28/23	7									
2.4.2	O06.3 Knowledge Transfer Strategy	5d	07/31/23	08/04/23	23									
2.4.3	O07.3 Organizational Readiness Assessment	15d	07/31/23	08/18/23	32									
2.4.4	O08.3 End User Training Strategy	10d	08/07/23	08/18/23	33									
2.5	Infrastructure Track	20d	07/24/23	08/18/23										
2.5.1	I02.3 Technical Architecture Strategy	20d	07/24/23	08/18/23	17FS +10d									
3	Stage 3 Final Analysis and Design	40d	07/31/23	09/22/23										
3.1	Project Management Track	5d	09/18/23	09/22/23										

