

STATE OF HAWAII  
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES  
OFFICE OF ENTERPRISE TECHNOLOGY SERVICES  
HONOLULU, HAWAII

December 28, 2020

AMENDMENT 4  
TO  
REQUEST FOR PROPOSALS  
NO. RFP-ERP-2020

  
TTO  
  
Todd Omura (Dec 28, 2020 09:34 HST)

SEALED PROPOSALS TO PROVIDE AN ENTERPRISE FINANCIAL SOLUTION, DEPARTMENT OF ACCOUNTING  
AND GENERAL SERVICES, STATE OF HAWAII

I. **The following additional information is provided as answers to questions submitted by potential offerors during a Pre-Offer Conference call held December 15, 2020:**

1. *Where can we access the slides, recording of this presentation?*

The slides are available on HlePRO. A recording is publicly available at:

<https://drive.google.com/file/d/1D4iPAAtCPDBZNOyWNg1XeSsFVG8obnqpe/view?usp=sharing>

2. *Procurement activities are not mentioned until Phase II but the Core Phase (I) Requirements document in the Offeror's Library has a tab for Procurement requirements. At what point will Procurement be addressed in the implementation and when will the new Procurement be implemented?*

A distinction is made in the RFP between "Purchasing" in the Core Phase (I) and "eProcurement" in the Expansion Phase (II), and Offerors should carefully examine the requirements in Appendix A-1 and Appendix A-2, respectfully. Speaking generally, "Purchasing" covers the functionality on purchase requisitions, purchase orders, and pCard usage. These functions more-or-less, replace what the State's legacy financial system, FAMIS, does currently, only with more modern features such as workflow, e-signatures, etc. On the other hand, the "eProcurement" requirement is an interface to a future enterprise system that the State Procurement Office will be implementing, which is expected to be a very robust Procure-to-Pay Solution, requiring an integration into the other functions of the FMS such as Accounts Payable, Cash Management, etc.

3. *I didn't see a lot of references to Time and Attendance. Is this included, and does the State use a tool like Kronos, or do they still use their own T&A tool and processes?*

Time and Attendance is not included within the scope of this RFP. The State has various Time and Attendance systems, and an enterprise-level system is being implemented over calendar years 2020 and 2021 using PeopleSoft Time and Labor and Absence Management. The State also uses PeopleSoft for HRMS and Payroll.

4. *Is the state releasing a list of attendees?*

As the State made the pre-offer conference call open to the public, attendees were not required to identify themselves or the organizations they were from. As such, the State can only provide the list of registrants who registered for the pre-offer conference via HlePRO. The list is available on HlePRO.

5. *The RFP mentioned the possibility of an IV&V vendor on the engagement. Is this going to happen?*

Yes. In accordance with Hawaii Revised Statutes 27-43.6, the State Chief Information Officer (CIO) will identify the FMS project as being subject to Independent Verification and Validation (IV&V) and a separate State procurement for an IV&V vendor would be occurring.

6. *The state prefers a single vendor for all components of the total system. That said, can the solution be an integration of multiple platforms?*

Please refer to section 3.7 "Offeror Teams" of the RFP.

Additionally, when proposing a solution and responding to the requirements matrix provided for each of the phases in Appendices A-1, A2 and B, you will want to follow the Instructions Tab of each of those Appendices which indicates you can make any of the valid selections 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 State can align your module pricing to the requirements.

7. *Will the questions asked during this session be responded to in written format?*  
In accordance with Section 2.4 of the RFP, questions and the State's response will be posted in HlePRO by the date specified in Section 1.3.
8. *(Reference requirements that are outlined in the RFP) Can the State elaborate on specificity around references? Would the State like references for similar sized public sector entities that has similar requirements to the State where the proposed solution is running?*  
Section 6.3 of the RFP and Exhibit 1 include instructions on submitting references. Please refer to the specific rating criteria for relevancy and recency. If an Offeror has references from similar sized public sector entities for the same services, that would generally rate higher on the relevancy rating scale.
9. *State specified a single response date to all question that have been submitted. Proposing the State to consider a second Q&A round given that many times first round of Q&A creates secondary round of questions from the vendor community that maybe helpful in getting a second level of State response before we finalize our proposed solution and submit our response.*  
If the State deems it preferable or necessary to conduct a secondary Q&A round based on the number or complexity of the questions received, the State will issue an addendum via HlePRO.
10. *The RFP mentioned that the implementer should house the project team in a building within two miles of the State Capital Building. Will this requirement be modified as the COVID rules change?*  
In reference to section 4.1.15 of the RFP, the Offeror's should plan to propose a solution that includes this proximity to the central State offices that will be working very closely with the vendor. The expectation is that the local COVID-19 restrictions currently in place in the State of Hawaii will be alleviated as the project work gets underway.
11. *My apologies for the poorly asked question earlier. I just wanted to make sure it's OK for a systems integrator to assemble the total solution using multiple software platforms vs. relying on a single platform to perform all of the required specifications. Mahalo!*  
See above question/answer for #6.

  
Douglas Murdock (Dec 28, 2020 15:57 PST)

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Douglas Murdock,  
Chief Information Officer/  
Procurement Officer

Dec 28, 2020

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Date