EAST BAY MUNICIPAL UTILITY DISTRICT

Payroll Improvements Project

**Request for Information
Questions & Responses**

June 30, 2020

Questions and Answers

Q1. In Section 4.1, there is a reference to a spreadsheet to use to provide responses to functional business requirements. Where is this spreadsheet?

A1. There is no spreadsheet attachment. Please provide responses to functional business requirements in a format of your choosing.

Q2. In Section 8.2, it is stated that responses may be submitted by mail or email; however no email address is provided here. To what email address must email responses be sent?

A2. If you choose to respond by email, please submit your response to adam.froio@ebmud.com. Each response and any attachments will be acknowledged upon receipt.

Q3. EBMUD released an RFI in late 2018 for HRIS, Payroll, Pension, and Timekeeping replacement. Did this RFI result in the selection and a contract for a new HRIS system?

A3. EBMUD has not awarded a contract related to the 2018 HRIS, Payroll, Pension, and Timekeeping RFI. The District only awards contracts related to an RFP not an RFI.

Q4. Does the "New HCM system which is planned for implementation in 2022" referenced on page 4 of the Payroll Improvements RFI refer to the solution which was the subject of the 2018 HRIS, Payroll, Pension, and Timekeeping RFI?

A4. Yes, this is the as yet unselected solution referenced.

Q5. Is EBMUD's intention to replace the Payroll system and further seek replacement of the overall HCM at a later date?

A5. The goal of this RFI is to learn more about available Payroll solutions from a broad range of vendors.

Q6. Based on this statement, 'The solution must integrate with the existing PeopleSoft (HCM) system and, if appropriate, may be carried forward and integrated with the District's new Human Resources (HCM) System which is planned for implementation in 2022.', is there a parallel HCM implementation of additional functionality?

A6. EBMUD is developing an RFP to replace its HCM system; that RFP is scheduled for release in early 2021.

Q7. Can you please provide all modules/functions supported with the current PeopleSoft HCM system?

A7. All modules indicated as Active are supported within the current PeopleSoft HCM system.

- (Active)PeopleSoft Enterprise Human Resources
- (Active)PeopleSoft Enterprise Payroll North American
- (Not Active)PeopleSoft Enterprise Pension Administration
- (Active)PeopleSoft Enterprise Time And Labor Reporting
- (Not Active)PeopleSoft Enterprise Benefits Administration
  - Employee Benefits are supported by a Third Party Administrator (Morneau Shepell)
- (Not Active)PeopleSoft Enterprise Ebenefits
- (Not Active)PeopleSoft Enterprise Ecompensation
- (Not Active)PeopleSoft Enterprise Edevelopment
- (Not Active)PeopleSoft Enterprise ePay
- (Not Active)PeopleSoft Enterprise Eprofile
- (Not Active)PeopleSoft Enterprise Erecruit

Q8. Are you looking to replace all functionality/modules supported within PeopleSoft or just ones outlined in the RFI (Core HR, Benefits (to administer deferred compensation (401K, 401A and 457)), Health and Safety, Workforce Compensation, Time and Labor, and Payroll; all other functionality processing would be integrated)?

A8. This project is limited to what is defined in the RFI.

Q9. What is the planned project start date? And, do you have any timeline and duration requirements?

A9. As this is an RFI, we are currently seeking to learn what options are available on the market today so that we may define the scope of the project and then move on to an RFP phase.

Q10. How many Business Units do you have or are organized into?

A10. If business unit means fund, we have Water, Sewer, and Retirement. If business unit means representation, we have 4 unions, confidential, non-represented, Pension, OPEB, Board of Directors, 415m payments.

Q11. Based the statement, 'Additionally, we desire proposals for best of breed solutions, i.e., open solutions, modern database management capabilities, user-friendly interfaces, and CRM capabilities.', are you also looking for the proposal to include implementation of a new CRM system/functionality as well? If yes, what would be the purpose/scope?

A11. We are not looking for a full CRM, but would be interested in inquiry management functionality.

Q12. Can you please share who your implementation partner for the implementation of Oracle Financials is?

A12. Sierra-Cedar.

Q13. Do you have an enterprise middleware technology? If yes, what is it and version?

A13. No.

Q14. Based on the statement, 'Our requirements are to maintain our historical retirement data for 100 years.', can this data be archived in current state? Does EBMUD have the skills/capabilities to handle or is the system integrator expected to handle this?

A14. This depends upon what is presented to us in the RFI response. We will look at the solutions presented and then determine what we work we would perform and what we would leave to the implementer.

Q15. Will respondents be disqualified or down-graded if their responses are longer than 20 pages?

A15. No, responses may be longer than 20 pages.