

## **Solicitation 2014-106**

# **SERVICES, IT, PEOPLESOFT HCM 9.2 UPGRADE**

**Bid designation: Public**



**Collin County**

## Bid 2014-106

### SERVICES, IT, PEOPLESFT HCM 9.2 UPGRADE

Bid Number **2014-106**  
 Bid Title **SERVICES, IT, PEOPLESFT HCM 9.2 UPGRADE**

Bid Start Date **In Held**  
 Bid End Date **Jan 16, 2014 2:00:00 PM CST**  
 Question & Answer End Date **Jan 10, 2014 5:00:00 PM CST**

Bid Contact **Courtney Wilkerson**  
**Senior Buyer**  
**Purchasing**  
**972-548-4113**  
**cwilkerson@co.collin.tx.us**

Contract Duration **One Time Purchase**  
 Contract Renewal **Not Applicable**  
 Prices Good for **90 days**  
 Pre-Bid Conference **Jan 7, 2014 2:00:00 PM CST**  
**Attendance is optional**  
**Location: A pre-proposal conference will be conducted by Collin County on Tuesday, January 7, 2014 at 2:00 p.m. at 2300 Bloomdale Road, Suite 3207, McKinney, TX 75071 in the I.T. Conference Room. This is to provide an opportunity for all interested offerors to ask questions. All prospective offerors are requested to have a representative present. It is the offeror's responsibility to review documents to gain a full understanding of the requirements of the RFP. There will be a telephone conference available for the pre-bid meeting, interested offerors may begin calling on 01/07/2014 at 1:45 p.m. CST, by dialing (972) 547-1833.**

Standard Disclaimer **\*\*\*Note to Bidders/Offerors~The following standard disclaimer applies to Invitation to Bid (IFB), Competitive Sealed Proposal (CSP), and Request for Proposal (RFP) ONLY, not applicable to Request for Qualifications (RFQ) or Request for Information (RFI).\*\*\***  
**Mailing Address:**  
**Collin County Purchasing**  
**2300 Bloomdale Rd., Ste 3160**  
**McKinney, TX 75071**  
**Prices bid/proposed shall only be considered if they are provided in the appropriate space(s) on the Collin County bid form(s). For consideration, any additions or deductions to the bid/proposal prices offered must be shown under the exceptions section of the bid/proposal in the case of electronic submittal, ONLY in the case of a hard copy submittal will an additional attachment be allowed. Extraneous numbers, prices, comments, etc. or bidder/offeror generated documents appearing elsewhere on the bid or as an additional attachment shall be deemed to have no effect on the prices offered in the designated locations.**  
**All delivery and freight charges (F.O.B. inside delivery at Collin County designated locations) are to be included as part of the bid/quote/proposal price. All components required to render the item complete, installed and operational shall be included in the total bid/quote/proposal price. Collin County will pay no additional freight/delivery/installation/setup fees.**

Bid Comments **The County is seeking technology services to augment production support and enhancement efforts of the existing County PeopleSoft implementation.**

#### Item Response Form

Item **2014-106--01-01 - State total price for project with option 1, Use of Offeror Lab, with no data t**  
 Quantity **1 lot**  
 Unit Price   
 Delivery Location **Collin County**  
**Collin County - See P.O.**  
**2300 Bloomdale Rd., Ste. 3160**  
**\*\* See P.O. for Job Site \*\***  
**McKinney TX 75071**  
 Qty **1**

**Description**

State total price for project with option 1, Use of Offeror Lab, with no data transfer.

---

Item	<b>2014-106--01-02 - State total price for project with option 2, No Lab, No data transfer.</b>
Quantity	<b>1 lot</b>
Unit Price	<input type="text"/>
Delivery Location	<b>Collin County</b> <u>Collin County - See P.O.</u> 2300 Bloomdale Rd., Ste. 3160 ** See P.O. for Job Site ** McKinney TX 75071 Qty 1

**Description**

State total price for project with option 2, No Lab, No data transfer.

---

Item	<b>2014-106--01-03 - State hourly rates for each role associated with this project.</b>
Quantity	<b>1 hour</b>
Unit Price	<input type="text"/>
Delivery Location	<b>Collin County</b> <u>Collin County - See P.O.</u> 2300 Bloomdale Rd., Ste. 3160 ** See P.O. for Job Site ** McKinney TX 75071 Qty 1

**Description**

State hourly rates for each role associated with this project. Specify on-site and off-site hourly rates.

---

Item	<b>2014-106--01-04 - Include a not to exceed cost for travel related expenses.</b>
Quantity	<b>1 lot</b>
Unit Price	<input type="text"/>
Delivery Location	<b>Collin County</b> <u>Collin County - See P.O.</u> 2300 Bloomdale Rd., Ste. 3160 ** See P.O. for Job Site ** McKinney TX 75071 Qty 1

**Description**

Include a not to exceed cost for travel related expenses.



## **COLLIN COUNTY, TEXAS TERMS AND CONDITIONS**

### **1.0 GENERAL INSTRUCTIONS**

#### 1.0.1 Definitions

1.0.1.1 Bidder/Quoter/Offeror: refers to submitter.

1.0.1.2 Vendor/Contractor/Provider: refers to a Successful Bidder/Quoter/Contractor/Service Provider.

1.0.1.3 Submittal: refers to those documents required to be submitted to Collin County, by a Bidder/Quoter/Offeror.

1.0.1.4 IFB: refers to Invitation For Bid.

1.0.1.5 RFQ: refers to Request For Qualifications

1.0.1.6 RFP: refers to Request For Proposal.

1.0.1.7 RFI: refers to Request For Information.

1.0.1.8 CSP: refers to Competitive Sealed Proposal

1.0.1.9 Quotation: refers to Request for Quotation

1.1 If Bidder/Quoter/Offeror do not wish to submit an offer at this time, please submit a No Bid Form.

1.2 Awards shall be made not more than ninety (90) days after the time set for opening of submittals.

1.3 Collin County is always conscious and extremely appreciative of your time and effort in preparing your submittal.

1.4 Collin County exclusively uses BidSync for the notification and dissemination of all solicitations. The receipt of solicitations through any other company may result in your receipt of incomplete specifications and/or addendums which could ultimately render your bid non-compliant. Collin County accepts no responsibility for the receipt and/or notification of solicitations through any other company.

1.5 A bid/quote/submittal may not be withdrawn or canceled by the bidder/quoter/offeror prior to the ninety-first (91<sup>st</sup>) day following public opening of submittals and only prior to award.

1.6 It is understood that Collin County, Texas reserves the right to accept or reject any and/or all Bids/Quotes/Proposals/Submittals for any or all products and/or services covered in an Invitation For Bid (IFB), Request For Qualifications (RFQ), Request For Proposal (RFP), Request For Information (RFI), Competitive Sealed Proposal (CSP), and Quotation, and to waive informalities or defects in submittals or to accept such submittals as it shall deem to be in the best interest of Collin County.

1.7 All IFB's, RFP's, CSP's, RFQ's, and RFI's submitted in hard copy paper form shall be submitted in a sealed envelope, plainly marked on the outside with the IFB/RFP/RFQ/RFI/CSP/Quotation number and name. A hard copy paper form submittal shall be manually signed in ink by a person having the authority to bind the firm in a contract. Submittals shall be mailed or hand delivered to the Collin County Purchasing Department.

1.8 No oral, telegraphic or telephonic submittals will be accepted. IFB's, RFP's, RFQ's, CSP's, and RFI's, may be submitted in electronic format via **BidSync**.

1.9 All Invitation For Bids (IFB), Request For Proposals (RFP), Request For Qualifications (RFQ), Competitive Sealed Proposals (CSP), and Request For Information (RFI), submitted electronically via **BidSync** shall remain locked until official date and time of opening as stated in the Special Terms and Conditions of the IFB, RFP, RFQ, CSP, and/or RFI.

1.10 Time/date stamp clock in Collin County Purchasing Department shall be the official time of receipt for all Invitation For Bids (IFB), Request For Proposals (RFP), Request For Qualifications (RFQ), Competitive Sealed Proposals (CSP), Request For Information (RFI), submitted in hard copy paper form. IFB's, RFP's, RFQ's, CSP's, RFI's, received in County Purchasing Department after submission deadline shall be considered void and unacceptable. Absolutely no late submittals will be considered. Collin County accepts no responsibility for technical difficulties related to electronic submittals.

1.11 For hard copy paper form submittals, any alterations made prior to opening date and time must be initialed by the signer of the IFB/RFQ/RFP/CSP/RFI/, guaranteeing authenticity. Submittals cannot be altered or amended after submission deadline.

1.12 Collin County is by statute exempt from the State Sales Tax and Federal Excise Tax; therefore, the prices submitted shall not include taxes.

1.13 Any interpretations, corrections and/or changes to an Invitation For Bid/Request For Qualifications/Request For Proposal/Request for Information/Competitive Sealed Proposal, and related Specifications or extensions to the opening/receipt date will be made by addenda to the respective document by the Collin County Purchasing Department. Questions and/or clarification requests must be submitted no later than seven (7) days prior to the opening/receipt date. Those received at a later date may not be addressed prior to the public opening. Sole authority to authorize addenda shall be vested in Collin County Purchasing Agent as entrusted by the Collin County Commissioners' Court. Addenda may be transmitted electronically via **BidSync**, by facsimile, E-mail transmission or mailed via the US Postal Service.

1.13.1 Addenda will be transmitted to all that are known to have received a copy of the IFB/RFQ/RFP/RFI/CSP and related Specifications. However, it shall be the sole responsibility of the Bidder/Quoter/Offeror to verify issuance/non-issuance of addenda and to check all avenues of document availability (i.e. **BidSync at [www.bidsync.com](http://www.bidsync.com)**, telephoning Purchasing Department directly, etc.) prior to opening/receipt date and time to insure Bidder/Quoter/Offeror's receipt of any addenda issued. Bidder/Quoter/Offeror shall acknowledge receipt of all addenda.

1.14 All materials and services shall be subject to Collin County approval.

1.15 Collin County reserves the right to make award in whole or in part as it deems to be in the best interest of the County.

1.16 The Bidder/Quoter/Offeror shall comply with Commissioners' Court Order No. 96-680-10-28, Establishment of Guidelines & Restrictions Regarding the Acceptance of Gifts by County Officials & County Employees.

1.17 Any reference to model/make and/or manufacturer used in specifications is for descriptive purposes only. Products/materials of like quality will be considered.

1.18 Bidders/Quoters/Offerors taking exception to the specifications shall do so at their own risk. By offering substitutions, Bidder/Quoter/Offeror shall state these exceptions in the section provided in the IFB/RFQ/RFP/CSP/Quotation or by attachment. Exception/substitution, if accepted, must meet or exceed specifications stated therein. Collin County reserves the right to accept or reject any and/or all of the exception(s)/substitution(s) deemed to be in the best interest of the County.

1.19 Minimum Standards for Responsible Prospective Bidders/Quoters/Offerors: A prospective Bidder/Quoter/Offeror must meet the following minimum requirements:

- 1.19.1 have adequate financial resources, or the ability to obtain such resources as required;
- 1.19.2 be able to comply with the required or proposed delivery/completion schedule;
- 1.19.3 have a satisfactory record of performance;
- 1.19.4 have a satisfactory record of integrity and ethics;
- 1.19.5 be otherwise qualified and eligible to receive an award.

Collin County may request documentation and other information sufficient to determine Bidder's/Quoter's/ Offeror's ability to meet these minimum standards listed above.

1.20 Vendor shall bear any/all costs associated with it's preparation of an RFI/IFB/RFQ/RFP/CSP/Quotation submittal.

1.21 Public Information Act: Collin County is governed by the Texas Public Information Act, Chapter 552 of the Texas Government Code. All information submitted by prospective bidders during the bidding process is subject to release under the Act.

1.22 The Bidder/Quoter/Offeror shall comply with Commissioners' Court Order No. 2004-167-03-11, County Logo Policy.

1.23 Interlocal Agreement: Successful bidder agrees to extend prices and terms to all entities that has entered into or will enter into joint purchasing interlocal cooperation agreements with Collin County.

1.24 Bid Openings: All bids submitted will be read at the county's regularly scheduled bid opening for the designated project. However, the reading of a bid at bid opening should be not construed as a comment on the responsiveness of such bid or as any indication that the county accepts such bid as responsive.

The county will make a determination as to the responsiveness of bids submitted based upon compliance with all applicable laws, Collin County Purchasing Guidelines, and project documents, including but not limited to the project specifications and contract documents. The county will notify the successful bidder upon award of the contract and, according to state law; all bids received will be available for inspection at that time.

## 2.0 TERMS OF CONTRACT

2.1 A bid/quote/proposal, when properly accepted by Collin County, shall constitute a contract equally binding between the Vendor/Contractor/Provider and Collin County. No different or additional terms will become part of this contract with the exception of an Amendment and/or a Change Order.

2.2 No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All Amendments and/or Change Orders to the contract will be made in writing by Collin County Purchasing Agent.

2.3 No public official shall have interest in the contract, in accordance with Vernon's Texas Codes Annotated, Local Government Code Title 5, Subtitle C, Chapter 171.

2.4 The Vendor/Contractor/Provider shall comply with Commissioners' Court Order No. 96-680-10-28, Establishment of Guidelines & Restrictions Regarding the Acceptance of Gifts by County Officials & County Employees.

2.5 Design, strength, quality of materials and workmanship must conform to the highest standards of manufacturing and engineering practice.

2.6 Bids/Quotes/Proposals must comply with all federal, state, county and local laws concerning the type(s) of product(s)/service(s)/equipment/project(s) contracted for, and the fulfillment of all ADA (Americans with Disabilities Act) requirements.

2.7 All products must be new and unused, unless otherwise specified, in first-class condition and of current

manufacture. Obsolete products, including products or any parts not compatible with existing hardware/software configurations will not be accepted.

2.8 Vendor/Contractor/Provider shall provide any and all notices as may be required under the Drug-Free Work Place Act of 1988, 28 CFR Part 67, Subpart F, to its employees and all sub-contractors to insure that Collin County maintains a drug-free work place.

2.9 Vendor/Contractor/Provider shall defend, indemnify and save harmless Collin County and all its officers, agents and employees and all entities, their officers, agents and employees who are participating in this contract from all suits, claims, actions, damages (including personal injury and or property damages), or demands of any character, name and description, (including attorneys' fees, expenses and other defense costs of any nature) brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of Vendor/Contractor/Provider's breach of the contract arising from an award, and/or any negligent act, error, omission or fault of the Vendor/Contractor/Provider, or of any agent, employee, subcontractor or supplier of Vendor/Contractor/Provider in the execution of, or performance under, any contract which may result from an award. Vendor/Contractor/Provider shall pay in full any judgment with costs, including attorneys' fees and expenses which are rendered against Collin County and/or participating entities arising out of such breach, act, error, omission and/or fault.

2.10 If a contract, resulting from a Collin County IFB, RFP, RFQ, CSP, Quotation is for the execution of a public work, the following shall apply:

2.10.1 In accordance with V.T.C.A. 2253.021, a governmental agency that makes a public work contract with a prime contractor shall require the contractor, before beginning work, to execute to the governmental entity a Payment Bond if the contract is in excess of \$25,000.00. Such bond shall be in the amount of the contract payable to the governmental entity and must be executed by a corporate surety in accordance with Section 1, Chapter 87, Acts of the 56<sup>th</sup> Legislature, Regular Session, 1959 (Article 7.19-1 Vernon's Texas Insurance Code).

2.10.2 In accordance with V.T.C.A. 2253.021, a governmental agency that makes a public work contract with a prime contractor shall require the contractor, before beginning work, to execute to the governmental entity a Performance Bond if the contract is in excess of \$100,000.00. Such bond shall be in the amount of the contract payable to the governmental entity and must be executed by a corporate surety in accordance with Section 1, Chapter 87, Acts of the 56<sup>th</sup> Legislature, Regular Session, 1959 (Article 7.19-1 Vernon's Texas Insurance Code).

2.11 Purchase Order(s) shall be generated by Collin County to the vendor. Collin County will not be responsible for any orders placed/delivered without a valid purchase order number.

2.12 The contract shall remain in effect until any of the following occurs: delivery of product(s) and/or completion and acceptance by Collin County of product(s) and/or service(s), contract expires or is terminated by either party with thirty (30) days written notice prior to cancellation and notice must state therein the reasons for such cancellation. Collin County reserves the right to terminate the contract immediately in the event the Vendor/Contractor/Provider fails to meet delivery or completion schedules, or otherwise perform in accordance with the specifications. Breach of contract or default authorizes the County to purchase elsewhere and charge the full increase in cost and handling to the defaulting Vendor/Contractor/Provider.

2.13 Collin County Purchasing Department shall serve as Contract Administrator or shall supervise agents designated by Collin County.

2.14 All delivery and freight charges (FOB Inside delivery at Collin County designated locations) are to be included as part of the bid/quote/proposal price. All components required to render the item complete, installed and operational shall be included in the total bid/quote/proposal price. Collin County will pay no additional freight/delivery/installation/setup fees.

2.15 Vendor/Contractor/Provider shall notify the Purchasing Department immediately if delivery/completion schedule cannot be met. If delay is foreseen, the Vendor/Contractor/Provider shall give written notice to the Purchasing Agent. The County has the right to extend delivery/completion time if reason appears valid.

2.16 The title and risk of loss of the product(s) shall not pass to Collin County until Collin County actually receives and takes possession of the product(s) at the point or points of delivery. Collin County shall generate a purchase order(s) to the Vendor/Contractor/Provider and the purchase order number must appear on all itemized invoices.

- 2.17 Invoices shall be mailed directly to the Collin County Auditor's Office, 2300 Bloomdale Road, Suite 3100, McKinney, Texas 75071. All invoices shall show:
- 2.17.1 Collin County Purchase Order Number;
  - 2.17.2 Vendor's/Contractor's/Provider's Name, Address and Tax Identification Number;
  - 2.17.3 Detailed breakdown of all charges for the product(s) and/or service(s) including applicable time frames.
- 2.18 Payment will be made in accordance with V.T.C.A., Government Code, Title 10, Subtitle F, Chapter 2251.
- 2.19 All warranties shall be stated as required in the Uniform Commercial Code.
- 2.20 The Vendor/Contractor/Provider and Collin County agree that both parties have all rights, duties, and remedies available as stated in the Uniform Commercial Code.
- 2.21 The Vendor/Contractor/Provider agree to protect Collin County from any claims involving infringements of patents and/or copyrights.
- 2.22 The contract will be governed by the laws of the State of Texas. Should any portion of the contract be in conflict with the laws of the State of Texas, the State laws shall invalidate only that portion. The remaining portion of the contract shall remain in effect. The contract is performable in Collin County, Texas.
- 2.23 The Vendor/Contractor/Provider shall not sell, assign, transfer or convey the contract, in whole or in part, without the prior written approval from Collin County.
- 2.24 The apparent silence of any part of the specification as to any detail or to the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of the specification shall be made on the basis of this statement.
- 2.25 Vendor/Contractor/Provider shall not fraudulently advertise, publish or otherwise make reference to the existence of a contract between Collin County and Vendor/Contractor/Provider for purposes of solicitation. As exception, Vendor/Contractor/Provider may refer to Collin County as an evaluating reference for purposes of establishing a contract with other entities.
- 2.26 The Vendor/Contractor/Provider understands, acknowledges and agrees that if the Vendor/Contractor/Provider subcontracts with a third party for services and/or material, the primary Vendor/Contractor/Provider (awardee) accepts responsibility for full and prompt payment to the third party. Any dispute between the primary Vendor/Contractor/Provider and the third party, including any payment dispute, will be promptly remedied by the primary vendor. Failure to promptly render a remedy or to make prompt payment to the third party (subcontractor) may result in the withholding of funds from the primary Vendor/Contractor/Provider by Collin County for any payments owed to the third party.
- 2.27 Vendor/Contractor/Provider shall provide Collin County with diagnostic access tools at no additional cost to Collin County, for all Electrical and Mechanical systems, components, etc., procured through this contract.
- 2.28 Criminal History Background Check: If required, ALL individuals may be subject to a criminal history background check performed by the Collin County's Sheriff's Office prior to access being granted to Collin County. Upon request, Vendor/Contractor/Provider shall provide list of individuals to Collin County Purchasing Department within five (5) working days.
- 2.29 Non-Disclosure Agreement: Where applicable, vendor shall be required to sign a non-disclosure agreement acknowledging that all information to be furnished is in all respects confidential in nature, other than information which is in the public domain through other means and that any disclosure or use of same by vendor, except as provided in the contract/agreement, may cause serious harm or damage to Collin County. Therefore, Vendor agrees that Vendor will not use the information furnished for any purpose other than that stated in contract/agreement, and agrees that Vendor will not either directly or indirectly by agent, employee, or representative disclose this information, either in whole or in part, to any third party, except on a need to know basis for the purpose of evaluating any possible transaction. This agreement shall be binding upon Collin County and Vendor, and upon the directors, officers, employees and agents of each.

2.30 Vendors/Contractors/Providers must be in compliance with the Immigration and Reform Act of 1986 and all employees specific to this solicitation must be legally eligible to work in the United States of America.

2.31 Certification of Eligibility: This provision applies if the anticipated Contract exceeds \$100,000.00 and as it relates to the expenditure of federal grant funds. By submitting a bid or proposal in response to this solicitation, the Bidder/Quoter/Offeror certifies that at the time of submission, he/she is not on the Federal Government's list of suspended, ineligible, or debarred contractors. In the event of placement on the list between the time of bid/proposal submission and time of award, the Bidder/Quoter/Offeror will notify the Collin County Purchasing Agent. Failure to do so may result in terminating this contract for default.

2.32 Notice to Vendors/Contractors/Providers delivering goods or performing services within the Collin County Detention Facility: The Collin County Detention Facility houses persons who have been charged with and/or convicted of serious criminal offenses. When entering the Detention Facility, you could: (1) hear obscene or graphic language; (2) view partially clothed male inmates; (3) be subjected to verbal abuse or taunting; (4) risk physical altercations or physical contact, which could be minimal or possibly serious; (5) be exposed to communicable or infectious diseases; (6) be temporarily detained or prevented from immediately leaving the Detention Facility in the case of an emergency or "lockdown"; and (7) subjected to a search of your person or property. While the Collin County Sheriff's Office takes every reasonable precaution to protect the safety of visitors to the Detention Facility, because of the inherently dangerous nature of a Detention Facility and the type of the persons incarcerated therein, please be advised of the possibility of such situations exist and you should carefully consider such risks when entering the Detention Facility. By entering the Collin County Detention Facility, you acknowledge that you are aware of such potential risks and willingly and knowingly choose to enter the Collin County Detention Facility.

2.33 Delays and Extensions of Time when applicable:

2.33.1 If the Vendor/Contractor/Provider is delayed at any time in the commence or progress of the Work by an act or neglect of the Owner or Architect/Engineer, or of an employee of either, or of a separate contractor employed by the Owner, or by changes ordered in the Work, or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties or other causes beyond the Vendor/Contractor/Provider's control, or by delay authorized by the Owner pending mediation and arbitration, or by other causes which the Owner or Architect/Engineer determines may justify delay, then the Contract Time shall be extended by Change Order for such reasonable time as the Owner/Architect may determine.

2.33.2 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time and could not have been reasonably anticipated, and that the weather conditions had an adverse effect on the scheduled construction.

**NOTE:** All other terms and conditions (i.e. Insurance Requirements, Bond Requirements, etc.) shall be stated in the individual IFB/RFQ/RFP/RFI/CSP/Quotation Solicitation documents as Special Terms, Conditions and Specifications.

**3.0 INSURANCE REQUIREMENTS**

3.1 Before commencing work, the vendor shall be required, at its own expense, to furnish the Collin County Purchasing Agent with certified copies of all insurance certificate(s) indicating the coverage to remain in force throughout the term of this contract.

3.1.1 Commercial General Liability insurance at minimum combined single limits of (\$2,000,000 per-occurrence and \$4,000,000 general aggregate) for bodily injury and property damage, which coverage shall include products/completed operations, independent contractors, and contractual liability each at \$2,000,000 per occurrence. Coverage must be written on an occurrence form.

3.1.2 Workers Compensation insurance at statutory limits, including employers liability coverage at minimum limits. In addition to these, the contractor must meet each stipulation below as required by the Texas Workers Compensation Commission; (Note: If you have questions concerning these requirements, you are instructed to contact the DWC at (800) 372-7713 ext 6.

3.1.3 Commercial Automobile Liability insurance shall be no less than \$1,000,000 combined single limits per accident for bodily injury and property damage, including owned, non-owned, and hired vehicle coverage.

3.1.4 Professional Liability Insurance at minimum limits of \$2,000,000. This policy must have a two (2) year extended period of coverage, (i.e. tail coverage). If you choose to have project coverage endorsed onto your base policy, this would be acceptable.

3.2 The required limits may be satisfied by any combination of primary, excess or umbrella liability insurances, provided the primary policy complies with the above requirements and the excess umbrella is following form. The vendor may maintain reasonable and customary deductibles, subject to approval by Collin County.

3.3 With reference to the foregoing insurance requirement, the vendor shall endorse applicable insurance policies as follows:

3.3.1 A waiver of subrogation in favor of Collin County, its officials, employees, volunteers and officers shall be contained on all policies.

3.3.2 The vendor's insurance coverage shall name Collin County as additional insured under the General Liability policy.

3.3.3 All insurance policies shall be endorsed to require the insurer to immediately notify Collin County of any decrease in the insurance coverage limits.

3.3.4 All insurance policies shall be endorsed to the effect that Collin County will receive at least thirty (30) days notice prior to cancellation, non-renewal or termination of the policy.

3.3.5 All copies of Certificates of Insurance shall reference the project/contract number.

3.4 All insurance shall be purchased from an insurance company that meets the following requirements:

- 3.4.1 A financial rating of B+VI or better as assigned by the BEST Rating Company or equivalent.
- 3.5 Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent, and shall contain provisions representing and warranting the following:
  - 3.5.1 Sets forth all endorsements and insurance coverages according to requirements and instructions contained herein.
  - 3.5.2 Sets forth the notice of cancellation or termination to Collin County.

4.0	EVALUATION CRITERIA AND FACTORS
-----	---------------------------------

4.1 The award of the contract shall be made to the responsible offeror whose proposal is determined to be the lowest and best evaluated offer resulting from negotiation, taking into consideration the relative importance of price and other factors set forth in the Request For Proposals in accordance with Vernon's Texas Code Annotated, Local Government.

4.1.1 Detailed Proposal Assessment

4.1.1.1. Qualification of the Firm - 40%

4.1.1.1.2 References/Past Experiences

4.1.1.1.3 Provide Current Client Experience

4.1.1.4 Understanding Scope of Work & Response to Section 6.2 - 30%

4.1.1.1.5 Technical Certifications

4.1.1.6 Pricing/Fees- 30%

4.1.2 Best and Final Offers – The County may request best and final offers from a selected short list of responses.

5.0	SPECIAL CONDITIONS AND SCOPE OF SERVICES
-----	--

5.1 Authorization: Proposals will be received for Services: IT, Services for PeopleSoft HCM 9.2 Upgrade.

5.2. Intent of Request for Proposal: Collin County's intent of this Request For Proposal (RFP) and resulting contract is to provide offerors with sufficient information to prepare a proposal to include services to augment production support and enhancement efforts of the County PeopleSoft implementation.

5.3 Term: Provide for a term contract commencing on the date of the award through project completion.

5.4 Pre-Proposal Conference: A pre-proposal conference will be conducted by Collin County on Tuesday, January 7, 2014 at 2:00 p.m. at 2300 Bloomdale Road, Suite 3207, McKinney, TX 75071 in the I.T. Conference Room. This is to provide an opportunity for all interested offerors to ask questions. All prospective offerors are requested to have a representative present. It is the offeror's responsibility to review documents to gain a full understanding of the requirements of the RFP. There will be a telephone conference available for the pre-bid meeting, interested offerors may begin calling on 01/07/2014 at 1:45 p.m. CST, by dialing (972) 547-1833.

5.5 Funding: Funds for payment have been provided through the Collin County budget approved by the Commissioners' Court for this fiscal year only. State of Texas statutes prohibit the County from any obligation of public funds beyond the fiscal year for which a budget has been approved. Therefore, anticipated orders or other obligations that arise past the end of the current Collin County fiscal year shall be subject to budget approval.

5.6 Price Reduction: If during the life of the contract, the offeror's net prices to other customers under the same terms and conditions for items/services awarded herein are

reduced below the contracted price, it is understood and agreed that the benefits of such reduction shall be extended to Collin County.

5.7 Delivery/Completion/Response Time: Offeror shall place product(s) and/or complete services at the County's designated location in accordance with each project, agreed to by each party within the scope of work.

5.8 Testing: Testing may be performed at the request of Collin County, by an agent so designated, without expense to Collin County.

5.9 Samples/Demos: When requested, samples/demos shall be furnished free of expense to Collin County.

5.10 Background Check: A background check will be required for all offeror staff that will be accessing secured Collin County Systems whether onsite or off-site to be performed by Collin County.

5.11 PROJECT OVERVIEW:

Collin County, Texas (hereafter referred to as the "County") seeks technology services to augment production support and enhancement efforts of the existing County PeopleSoft implementation. Respondents must have a proven history of successfully implementing and supporting similar services and functionality for other counties, municipalities, and governmental entities.

Collin County, Texas occupies approximately 886 square miles just northeast of Dallas, Texas. Collin County is one of the fastest growing counties in the nation and currently has a population in excess of 800,000 citizens.

The County initially implemented PeopleSoft HCM 8.9 in January 2007 and upgraded the system to version 9.0 in 2009. Our current HRMS Production System is running 9.0 Applications and Tools 8.49. Our current Application Bundle level is #12. Our current Tools Patch level is #18. We do not anticipate updating our Application Bundle level or Tools Patch level prior to the Upgrade. It is our intent to upgrade from our current HCM version (9.0.12/8.49.18) directly to 9.2/8.53 using the most current Application and Tools patches available. Our current HRMS System is current on Tax Updates and we intend to remain current until and through the upgrade process. We expect the new 9.2 system will be up-to-date on Tax Updates at Go-Live.

PeopleSoft provides human resource management and payroll functions within the County. In addition to the basic functions, the County also utilizes the PeopleSoft Portal, HR HelpDesk (CRM) and Candidate Gateway (e-recruiting).

The County employs approximately 1700 full-time employees and maintains a pool of part-time temporary workers. Basic HR and payroll processing support is provided to the County Elections department to support a variable sized pool of temporary elections workers.

Currently, support of HR and payroll functions is provided by an 18 person Human Resources team and approximately two primary IT personnel with additional IT support structure (infrastructure, DBA, application services, etc.)

## 5.12 SCOPE OF WORK:

### 5.12.1 Functional Role Performed by Offeror for the 9.2 Upgrade

The County will require functional/technical support during the HCM 9.2 upgrade with emphasis in the following areas.

- Time and Labor
- Performance Management
- Candidate Gateway/Talent Acquisition Manager

These are the most heavily customized areas of our current system and are highly impacted by changes with the new delivered functionality. Support for the time and labor module will require advanced technical skills for custom rules, application engine programming and the TCD interface. Functional assistance will be required in some areas to identify/correct issues with retrofitting customizations and fit/gap analysis for new/changed functionality. Collin County may require changes to existing modifications or new development to keep the 9.2 software in line with our current business processes. Offerors will need to propose how they will assist Collin County in completing required changes to existing customizations/modifications or newly required development. In some cases, Collin County may ask the offerors to complete 9.2 required changes for the most complex modifications that are currently in Production.

Support and enhancements will cover the following PeopleSoft modules and supporting systems currently used by Collin County:

- PeopleSoft Human Capital Management (HCM) 9.0
  - Position Management
  - Payroll for North America
  - Base Benefits
  - Ben Admin
  - FMLA
  - eLearning
  - eBenefits
  - eComp
  - eDevelopment
  - ePay
  - Performance Management
  - Time and Labor
  - GL Interface
  - TCD Interface

- Employee Relations
- Risk Management – Health and Safety
- Talent Acquisition Manager
- Candidate Gateway
- Workflow
- PeopleSoft Customer Relationship Management (CRM) 9.1
  - HR Help Desk
- PeopleSoft Enterprise Portal 9.1
- Secureadyne access control based time collection system

Planned implementation projects identified at this point include:

- HCM upgrade from 9.0 to 9.2
- PeopleTools 8.53 to be installed in a new environment with HCM 9.2

#### 5.12.2 Technical Roles Performed by Offeror for the 9.2 Upgrade

The types of roles the County may need assistance with include the following:

##### Upgrade Specialist

The Upgrade Specialist shall

- Install all required PeopleSoft and third party software on County's servers.
- Certify the Hardware County intends to use for Testing and Production.
- Certify County's software installation on all servers.
- Assist existing County IT staff in setting up the new PUM and Search servers.
- Assist existing County IT staff through the first test move and conversion
- Be available remotely to existing County IT staff during subsequent test moves.
- Be on-site during the final, Go-Live conversion.
- Train and perform Knowledge Transfer to the existing County IT staff.

##### Integration Specialist

The Integration Specialist shall

- Review and make necessary change to our existing integration structure for HCM, CRM and Portal.
- Setup the integration Gateway.
- Review and make change to the existing nodes.
- Validate the Single Sign-on is operational.
- Train and perform Knowledge Transfer to the existing County IT staff.

##### Security Specialist

Security Specialist shall

- Review County's LDAP setup (Active Directory interface).

- Review Roles and Permission list going forward.
- Review and make necessary changes to Dynamic Role allocations.
- Review customizations the County has made to Security Structure.
- Review and setup Batch processing requirements.
- Migrate existing Certs to new servers.
- Setup FTP servers.
- Review Query.
- Train and perform Knowledge Transfer to the existing County IT staff.

### 8.53 Developers

There shall be two (2) Developers available when the County is ready to move customizations developers shall be familiar with all aspects of 8.53 Tools development i.e PeopleCode, App Engine, App Packages, HTML, Workflow, SQL, Component Interfaces, SQR, Cobol, Style Sheets, etc.

- Developers shall assist existing County IT staff in re-writing existing customizations for the new 8.53 structure.
- Developers shall assist existing County IT staff in migrating certain customizations that can be moved
- Developers shall initially test the rewritten customizations
- Developers shall create documentation for all objects
- Developers shall train and perform Knowledge Transfer to the existing County IT staff.

## 5.13 PROJECT REQUIREMENTS

### 5.13.1 HCM 9.2 Upgrade Requirements

**NOTE:** Collin County uses Microsoft SQL and not the Oracle data base product. The offeror shall be responsible for ensuring that the County's SQL environment is fully compatible with Oracle's data base environment.

This RFP seeks proposals for the HCM 9.2 Upgrade along with functional and technical support based on the following two (2) options. Offerors shall indicate whether they will provide only either of the options or both of the options. Offerors shall price each option separately. **NOTE:** New hardware environments at Collin County will not be ready until late March, 2014.

- Option 1. Use of Offeror Lab, with no data transfer. Offeror will perform all upgrade work (scripts, conversions, etc) at the offeror's site, through but not including the first test move. Beginning with first test move all upgrade work will be performed on the County's site, using the County's hardware.
- Option 2. No Lab, no data transfer. Offeror will perform all upgrade work on the County's site using the County's hardware.

Post Go-Live Support:

- Four (4) weeks, on-site support with all project personnel. This is to minimize any problem that may arise as a result of the upgrade. All reported problems should be addressed immediately.
- Eight (8) weeks remote support. After the initial 4 weeks on-site support, an additional eight (8) weeks of remote support. – Remote login to our system will be required and prompt attention to reported problem will be expected.

#### 5.13.2 Assignment of Project Manager

The services provider will be required to provide a project manager to serve as the focal point for ongoing project needs and status reporting. The project manager will provide general oversight for the services team and will assist with the planning processes, and will be assigned for the duration of this project.

#### 5.13.3 Kickoff Meeting

A kickoff meeting will be conducted at County facilities to discuss and clarify expectations and timing for the activities covered under this statement of work. The kickoff meeting will be attended by relevant stakeholders from the County HR and IT departments and will be used as the basis for collecting the information necessary for the next phase. The kickoff meeting should also include the service provider management personnel who will oversee the staff augmentation work requested by this proposal as well as technical and functional staff.

During the kickoff meeting County PeopleSoft support personnel will be able to provide details about the development process, naming standards and other conventions used at Collin County. RFP respondents are advised that the Collin County development team utilizes Agile Development and Scrum processes to manage development tasks and projects. Discussions about Collin County development processes will be conducted from an Agile/Scrum methodology.

The outcome of the kickoff meeting will be an understanding, among the services provider and the County IT and HR departments, of the services to be performed by the services provider. The services will be further defined during the planning and discovery sessions. The designated points of contact and any contact methods will be identified and published as a team roster.

#### 5.13.4 Planning and Discovery

Following the kickoff meeting, a planning and discovery session will be conducted between the IT personnel and service provider to discuss the tasks/timelines to keep the current 9.0 Production environment in sync with the new 9.2 Test Environment. The outcome of the session will be a modification/enhancement schedule for the 9.0 Production environment and the

9.2 Test environment, along with any enhancement tasks assigned to the service provider to complete.

#### 5.13.5 Production Support Services Post Go-Live

The post Go-Live production support services to be provided by this agreement for a period of 90 days after Go-Live will be based upon the existing production level PeopleSoft system deployed at Collin County. The application troubleshooting and error resolution will support the PeopleSoft functions as modified by the Collin County team. Error replication and “break fix” testing may be conducted in an existing “Sandbox” environment. Please refer to the technical diagram section, which provides a daily replica of the production system. Variances in the “Sandbox” environment may be compared to a “Demo” system maintained to confirm if errors can be replicated in a “vanilla” PeopleSoft environment.

The offeror will propose how Post Go-Live production support services will be provided for 90 days after the Go-Live production implementation. Support should be provided by the offeror primarily during normal business hours, Monday through Friday from 8:00AM to 5:00PM (Central time), based on the Collin County holiday calendar. Payroll processing is considered a critical process for Collin County. Payroll processing is conducted every two weeks beginning mid-morning on Monday and ending mid-afternoon on Wednesday. With advance notice, the service provider should be prepared to respond to support calls from the HR department during weekend hours. This support would most likely be requested for support of end of year processes (i.e. W2 processing) or open enrollment processes.

The following response times will be followed by the personnel identified as part of the priority contact list when responding to support requests:

Issue Severity and Description	Response Time	Resolution Time
<b>Critical:</b> Any issue resulting in systems being down, impairing the ability of all users to access systems or impairing the ability to complete payroll or critical activities on a timely basis	15 minutes	Until Resolution Implementation
<b>High:</b> Example: time-critical processing is prevented and/or a group of users are unable to function	15 minutes	8 Hours
<b>Medium:</b> Example: the problem affects processing which is not time-critical and a workaround is not available; or the problem affects processing which is critical but a workaround is available.	15 minutes	16 Hours
<b>Low:</b> Example: The problem is non-critical and workaround is available or reasonably scheduled in the future.	15 minutes	24 Hours

### 5.13.6 Modification Development, Testing and Implementation

When requested by Collin County, the service provider will develop the PeopleSoft modifications per schedule and in accordance with the development standards used within Collin County. Detailed specifications and business requirements will be gathered by the service provider from the assigned points of contact within the County HR department. The service provider will be responsible for leading the development and testing process. Once successfully tested by the assigned HR resource, the IT department will migrate completed modifications to the production environment in accordance with County standards. Note: production migrations require a two (2) week change control notice *and must be scheduled such that the change will not impact the County's payroll processing.*

Detailed development documentation for each enhancement must be provided to the County as a distinct deliverable. Failure to submit the required documentation will result in the modification not being migrated to the production environment.

Collin County prefers the services provider apply each customization to HCM 9.2 as a separate project.

## 5.14 TECHNICAL INFRASTRUCTURE

### 5.14.1 Background

The PeopleSoft application server environment established in 2006 provided a matching set of physical servers running production and development instances of the PeopleSoft HRMS application and Oracle RDBMS. The servers were repurposed from other projects and were provided for the project at no additional cost. In 2008 two IBM blade servers were purchased to support a PeopleSoft migration from standalone physical servers to a VMWare environment running on the County enterprise Microsoft SQL Server database. One blade server was intended to support the production system while the other server supported the development environment. The servers would also provide failover capacity to one another, with a manual re-load of the VDX file, should one blade server fail.

The PeopleSoft HRMS application is currently consuming 2 CPUs and 8GB RAM in production and 1 CPUs and 7GB RAM in development.

### 5.14.2 Current Direction

To meet requests from the HR department additional server resources have been allocated to the project. In addition to the primary production and development systems another three virtual machine systems have been created which consume a total of 11 CPUs and 39GB RAM, currently over subscribing the servers originally allocated to the PeopleSoft environment. In addition to an increase in

the amount of server resources there is also an increase in the level of internal system integration requiring close and continual monitoring of system message queues to ensure data synchronization between the various PeopleSoft applications. Should the data not replicate correctly between the application modules or should the message queues fail then it is possible that the operation of one or more systems in the integrated environment will be compromised and could render certain applications unusable.

The following embedded Visio diagram, Figure 1(refer to attachment a): Current PeopleSoft Architecture, provides a high level overview of the current PeopleSoft technical architecture. Figure 2 (refer to attachment b): Proposed PeopleSoft Architecture depicts planned changes to the DMZ environment to implement a web server to manage all in-bound Jolt traffic in accordance with an Oracle Red paper published in July, 2010.

Under the scenario shown in Figure 3 (refer to attachment c): Current PeopleSoft Database Deployment, the total capacity needed to support the HR applications will increase to 17 CPUs and 63GB RAM. The total capacity will eventually decrease to 14 CPUs and 48GB RAM **after** the PeopleSoft upgrade is completed and two existing VM environments are shutdown.

6.0 PROPOSAL FORMAT
---------------------

6.1 The proposal shall, at a minimum, include a Table of Contents detailing sections and corresponding page numbers, and shall be printed on letter-size (8 1/2"x 11") paper and if submitting manually, assembled with spiral-type bindings or staples. **DO NOT USE METAL-RING HARD COVER BINDERS.**

#### 6.1.1 FIRM OVERVIEW

Offeror is requested to define the overall structure of the Firm to include the following

- 6.1.1.1 A descriptive background of your company's history.
- 6.1.1.2 State your principal business location and any other service locations.
- 6.1.1.3 What is your primary line of business?
- 6.1.1.4 How long have you been selling product(s) and/or providing service(s)?
- 6.1.1.5 State how many and the locations where your product/services are in use.

#### 6.2 PROPOSED PROJECT TEAM/STAFF QUALIFICATIONS/EXPERIENCE/CREDENTIALS

6.2.1 Offeror is requested to provide qualifications as well as experience information on Offeror's key personnel that will be assigned to this project. This will include any technical certifications required to complete the project.

- 6.2.2 Offeror is requested to provide a project timeline showing both the County and Offeror staff required for this project.
  - 6.2.3 Provide the ability to host an environment for testing of the application and describe the process.
  - 6.2.4 How many PeopleSoft 9.2 upgrades has your company completed or currently in process. Please describe.
  - 6.2.5 What is your approach to customers who have extensive customizations to their system?
  - 6.2.6 Does your company have staff located within the DFW metroplex?
- 6.3 REFERENCES
- 6.3.1 Offeror is requested to include at least three (3) references with names, addresses, email addresses, and telephone numbers.
- 6.4 PRICING/FEES
- 6.4.1 State total price for project with option 1, Use of Offeror Lab, with no data transfer.
  - 6.4.2 State total price for project with option 2, No Lab, No data transfer.
  - 6.4.3 State hourly rates for each role associated with this project. Specify on-site and off-site hourly rates.
  - 6.4.4 Include a not to exceed cost for travel related expenses.

**SIGNATURE FORM  
COLLIN COUNTY, TEXAS**

DELIVERY WILL BE F.O.B. INSIDE DELIVERY AT COLLIN COUNTY DESIGNATED LOCATIONS AND ALL TRANSPORTATION CHARGES PAID BY THE SUPPLIER TO DESTINATION.

DELIVERY TO BE SPECIFIED IN CALENDAR DAYS FROM DATE OF ORDER.

WE **DO NOT** TAKE EXCEPTION TO THE BID SPECIFICATIONS.

WE **TAKE** EXCEPTION TO THE BID SPECIFICATIONS (EXPLAIN):

5

6

**COMPANY INFORMATION/PROFILE/REFERENCES**

Preferential Requirement: The County of Collin, as a governmental agency of the State of Texas, may not award a contract to a nonresident bidder unless the nonresident's bid is lower than the lowest bid submitted by a responsible Texas resident bidder by the same amount that a Texas resident bidder would be required to underbid a nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located (Government Code, Title 10, V.T.C.A., Chapter 2252, Subchapter A). Bidder shall make answer to the following questions by selecting the appropriate radio button or inserting information in the box provided:

Is your principal place of business in the State of Texas?  Yes  No

If the answer to question is "yes", no further information is

necessary; if "no", please indicate:

in which state is your principal place of business is located:

if that state favors resident bidders (bidders in your state) by some dollar increment or percentage:

Yes  No

if "yes", what is that dollar increment or percentage?

**Company Profile: IS YOUR FIRM?**

Sole Proprietorship  Yes  No

General Partnership  Yes  No

Limited Partnership  Yes  No

Corporation  Yes  No

Other   Yes  No

List Legal Names in Company:

	5
	6

**List at least three (3) companies or governmental agencies where these same/like products/services, as stated herein, have been provided. Include company name, address, contact name and telephone number.**

	5
	6

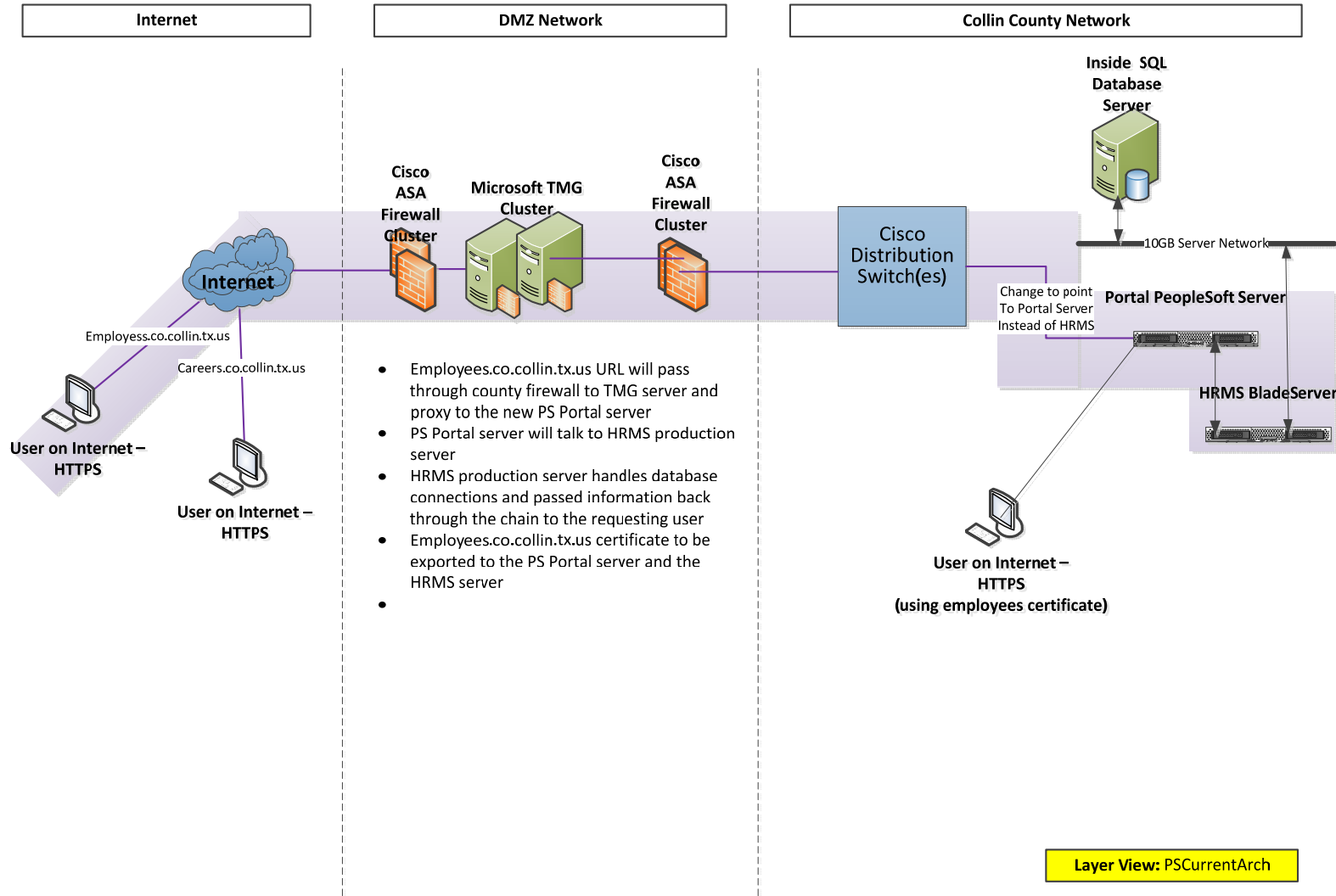
AS PERMITTED UNDER TITLE 8, CHAPTER 271, SUBCHAPTER F, SECTION 271.101 AND 271.102 V.T.C.A. AND TITLE 7, CHAPTER 791, SUBCHAPTER C, SECTION 791.025, V.T.C.A., OTHER LOCAL GOVERNMENTAL ENTITIES MAY WISH TO ALSO PARTICIPATE UNDER THE SAME TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT. EACH ENTITY WISHING TO PARTICIPATE MUST ENTER INTO AN INTERLOCAL AGREEMENT WITH COLLIN COUNTY AND HAVE PRIOR AUTHORIZATION FROM VENDOR. IF SUCH PARTICIPATION IS AUTHORIZED, ALL PURCHASE ORDERS WILL BE ISSUED DIRECTLY FROM AND SHIPPED DIRECTLY TO THE LOCAL GOVERNMENTAL ENTITY REQUIRING SUPPLIES/SERVICES. COLLIN COUNTY SHALL NOT BE HELD RESPONSIBLE FOR ANY ORDERS PLACED, DELIVERIES MADE OR PAYMENT FOR SUPPLIES/SERVICES ORDERED BY THESE ENTITIES. EACH ENTITY RESERVES THE RIGHT TO DETERMINE THEIR PARTICIPATION IN THIS CONTRACT. WOULD BIDDER BE WILLING TO ALLOW OTHER LOCAL GOVERNMENTAL ENTITIES TO PARTICIPATE IN THIS CONTRACT, IF AWARDED, UNDER THE SAME TERMS AND CONDITIONS?  Yes  No

By signing and submitting this Bid/Proposal, Bidder/Offeror acknowledges, understands the specifications, any and all addenda, and agrees to the bid/proposal terms and conditions and can provide the minimum requirements stated herein. Bidder/Offeror acknowledges they have read the document in its entirety, visited the site, performed investigations and verifications as deemed necessary, is familiar with local conditions under which work is to be performed and will be responsible for any and all errors in Bid/Proposal submittal resulting from Bidder/Offeror’s failure to do so. Bidder/Offeror acknowledges the prices submitted in this Bid/Proposal have been carefully reviewed and are submitted as correct and final. If Bid/Proposal is accepted, vendor further certifies and agrees to furnish any and all products/services upon which prices are extended at the price submitted, and upon conditions in the specifications of the Invitation for Bid/Request for Proposal.

THE UNDERSIGNED HEREBY CERTIFIES THE FOREGOING BID/PROPOSAL SUBMITTED BY THE COMPANY LISTED BELOW HEREINAFTER CALLED “BIDDER/OFFEROR” IS THE DULY AUTHORIZED AGENT OF SAID COMPANY AND THE PERSON SIGNING SAID BID/PROPOSAL HAS BEEN DULY AUTHORIZED TO EXECUTE SAME. BIDDER/OFFEROR AFFIRMS THAT THEY ARE DULY AUTHORIZED TO EXECUTE THIS CONTRACT; THIS COMPANY; CORPORATION, FIRM, PARTNERSHIP OR INDIVIDUAL HAS NOT PREPARED THIS BID/PROPOSAL IN COLLUSION WITH ANY OTHER BIDDER/OFFEROR OR OTHER PERSON OR PERSONS ENGAGED IN THE SAME LINE OF BUSINESS; AND THAT THE CONTENTS OF THIS BID/PROPOSAL AS TO PRICES, TERMS AND CONDITIONS OF SAID BID/PROPOSAL HAVE NOT BEEN COMMUNICATED BY THE UNDERSIGNED NOR BY ANY EMPLOYEE OR AGENT TO ANY OTHER PERSON ENGAGED IN THIS TYPE OF BUSINESS PRIOR TO THE OFFICIAL OPENING OF THIS BID/PROPOSAL.

Company Name	<input type="text"/>
Street Address of Principal Place of Business	<input type="text"/>
City, State, Zip	<input type="text"/>
Phone of Principal Place of Business	<input type="text"/>
Fax of Principal Place of Business	<input type="text"/>

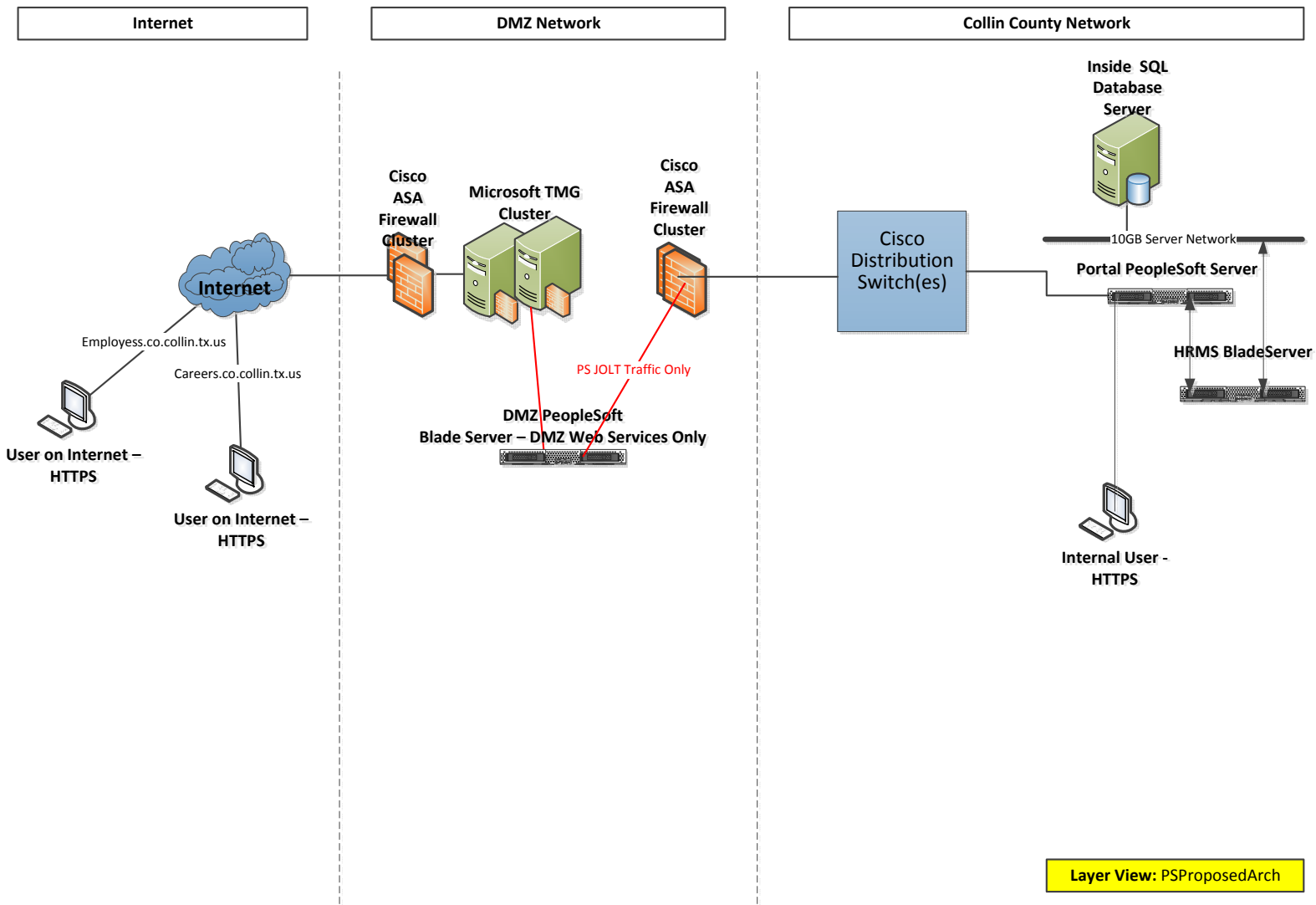
E-mail Address of Representative	<input type="text"/>
Federal Identification Number	<input type="text"/>
Date	<input type="text"/>
Acknowledgement of Addenda	#1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/> #4 <input type="checkbox"/> #5 <input type="checkbox"/> #6 <input type="checkbox"/>
Authorized Representative Name	<input type="text"/>
Authorized Representative Title	<input type="text"/>
Signature (Required for paper bid submission)	<input type="text"/>



- Employees.co.collin.tx.us URL will pass through county firewall to TMG server and proxy to the new PS Portal server
- PS Portal server will talk to HRMS production server
- HRMS production server handles database connections and passed information back through the chain to the requesting user
- Employees.co.collin.tx.us certificate to be exported to the PS Portal server and the HRMS server
- 

	<p>Title: PeopleSoft Logical Application Diagram</p>	<p>Project: EAS Review – PeopleSoft Architecture Review</p>	<p>Author: Greg Elliott August 7, 2012</p>	<p>Notes: This sheet contains two pages, PSCurrentArch and PSProposedArch,</p>
--	--	---	--	--

Figure 1: Current PeopleSoft Architecture



Layer View: PSProposedArch

 <p>Collin County Information Technology</p>	<p>Title: PeopleSoft Logical Application Diagram</p>	<p>Project: EAS Review - PeopleSoft Architecture Review</p>	<p>Author: Greg Elliott August 7, 2012</p>	<p>Notes: This sheet contains two pages, PSCurrentArch and PSProposedArch,</p>
---	--	---	--	--

Figure 2: Proposed PeopleSoft Architecture

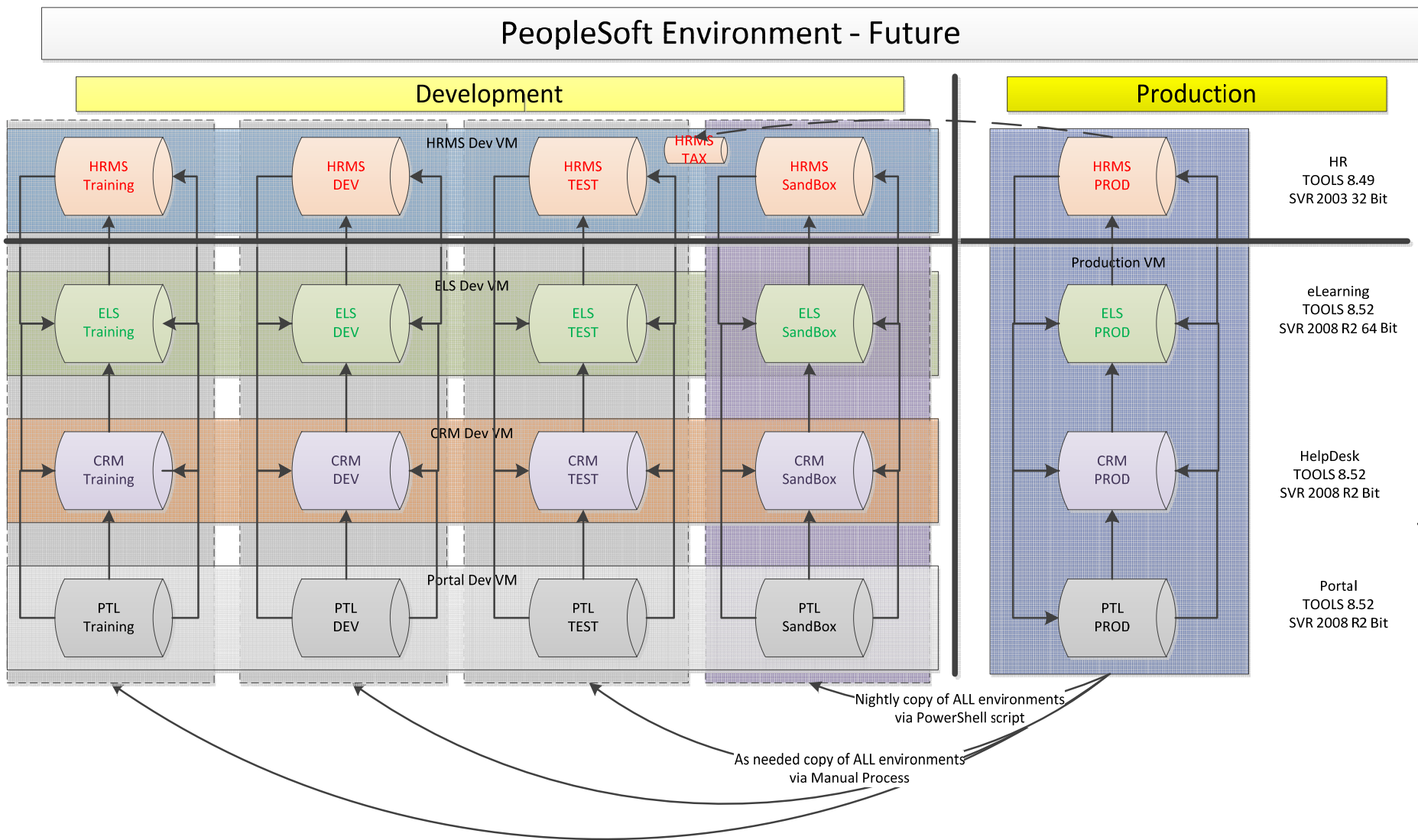


Figure 3: Current PeopleSoft Database Deployment

AFFIDAVIT OF COMPLIANCE

I, the undersigned, declare and affirm that my company is in compliance with the Immigration and Reform Act of 1986 and all employees are legally eligible to work in the United States of America.

I further understand and acknowledge that any non-compliance with the Immigration and Reform Act of 1986 at any time during the term of this contract will render the contract voidable.

Name of Company

Title of Officer

Name of Officer

Date:



**CONFLICT OF INTEREST QUESTIONNAIRE**

**Page 2**

**For vendor or other person doing business with local governmental entity**

**5 Name of local government officer with whom filer has affiliation or business relationship.  
(Complete this section only if the answer to A, B, or C is YES.)**

This section, item 5 including subparts A, B, C & D, must be completed for each officer with whom the filer has affiliation or other relationship. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income from the filer of the questionnaire?  Yes  No

B. Is the filer of the questionnaire receiving or likely to receive taxable income from or at the direction of the local government officer named in this section AND the taxable income is not from the local governmental entity?  Yes  No

C. Is the filer of this questionnaire affiliated with a corporation or other business entity that the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?  
 Yes  No

D. Describe each affiliation or business relationship.

Empty text box for describing affiliations or business relationships. Includes a vertical scroll bar on the right side with page numbers 5 and 6.

**6**

Signature line: \_\_\_\_\_

Signature of person doing business with the governmental entity

Date line: \_\_\_\_\_

Date

Adopted 11/02/2005

In order to better serve our bidders, the Collin County Purchasing Department is conducting the following survey. We appreciate your time and effort expended to submit your bid. Please take a moment to complete the below. Should you have any questions or require more information please call (972) 548-4165.

HOW DID YOU RECEIVE NOTICE OF THIS REQUEST FOR BID OR PROPOSALS?

McKinney Courier-Gazette?  Yes  No

Plan Room?  Yes  No

Collin County Web-Site?  Yes  No

Facsimile or email from BidSync?  Yes  No

Other

HOW DID YOU RECEIVE THE BID DOCUMENTS?

Downloaded from Home Computer?  Yes  No

Downloaded from Company Computer?  Yes  No

Requested a Copy from Collin County?  Yes  No

Other

Thank You,

Collin County Purchasing Department

## Question and Answers for Bid #2014-106 - SERVICES, IT, PEOPLESOFT HCM 9.2 UPGRADE

### OVERALL BID QUESTIONS

**There are no questions associated with this bid. If you would like to submit a question, please click on the "Create New Question" button below.**