



Board of County Commissioners of Washington County, Maryland

Agenda Report Form

Open Session Item

SUBJECT: Contract Award - PUR-1254 – PeopleSoft Consultant Services Requirements Contract – Department of Information Technology

PRESENTATION DATE: October 28, 2014

PRESENTATION BY: Karen R. Luther, CPPO – Director of Purchasing and Ron Whitt, Director - Division of Information Systems

RECOMMENDED MOTION: Move to award a *primary* requirements contract for PeopleSoft Consultant Services for use by the Department of Information Technology to ***The WaterStreet Group, Inc.** of Wilmington, DE for the responsive, responsible proposal with the lowest price proposal amount of **\$294,612.50** at the specified unit costs and estimated hours (no minimum or maximum guaranteed); and, as permitted in the Request for Proposals, a “*stand-by list*” of consultants at their specified unit costs and estimated hours (no minimum or maximum guaranteed) as follows, and contingent upon registration by the indicated* companies with the Maryland Department of Assessments and Taxation as a foreign corporation, and being in good standing:

- | | |
|------------------------------------|-------------------|
| (1) Hypergen, Inc.* | Roanoke, VA |
| (2) Metaformers, Inc. | McLean, VA |
| (3) ERP Analysts, Inc. | Dublin, OH |
| (4) Cherry Road Technologies, Inc. | Morris Plains, NJ |

REPORT-IN-BRIEF: The services under this contract consist of providing experienced public sector consultant services to assist Washington County functional and technical staff with planning, prioritization, and implementation of new or existing functionality, patches, fixes, and/or upgrades of the County’s licensed public sector PeopleSoft/Oracle applications, environments, and PeopleSoft third party software platforms as required on an as-needed basis. The duration of the contract shall be for a period of two (2) years, with an option by the County to renew for up to three (3) additional one (1) year periods. This is a requirements contract; therefore, services will be utilized on an as-needed basis at the respective hourly unit prices for each discipline with no guarantee of a maximum or minimum number of hours.

Project assignments will be issued in two (2) distinct manners through this contract. Assignments with a fee not exceeding \$50,000 will be given to the designated responsive-responsible Consultant with the lowest price proposal: The WaterStreet Group, Inc. Assignments with fees anticipated to exceed \$50,000 will have a defined scope of work specified and distributed to the firm with the lowest cost proposal and all firms on the stand-by list. All firms then will submit a proposal to complete the work defined. The firm with the lowest cost proposal will then be given the assignment. The County has limited the stand-by list to a

maximum of five (5) firms, one (1) of which is the designated responsive-responsible *primary* Consultant with the lowest overall price proposal. Assignment value will be determined when the Consultant applies the necessary man-hours and his standard rates to the individual assignment. The assignment will be given to the Consultant which requires the lowest fee.

Notice of the RFP was advertised on the County's web site with access to downloading the RFP, on the State's "eMaryland Marketplace" web site, and in the local newspaper. The document was accessed on-line eighty-five (85) times. Seven (7) firms were represented at the pre-proposal conference and seven (7) firms responded with proposals. After evaluation of the Qualifications & Experience submittals, six (6) firms were considered responsive and their Price Proposals were opened and evaluated (see attached Price Proposal Tabulation Sheet).

The Coordinating Committee was comprised of the following members: Director – Division of Information Technology (Committee Chairman Designee), the County's Director of Purchasing, an Assistant Director of Budget and Finance, the Database Administrator, the Human Resources Benefits Administrator, the Accounting Supervisor, a Systems Analyst, and a Budget Analyst.

DISCUSSION: N/A

FISCAL IMPACT: Funding for all selected projects or tasks would be funded by the Financial System Management & Upgrade CIP Project budget, account number 515180-30-10500 COM019 COMP 00000. The FY15 Financial System Management & Upgrade CIP Project total available budget amount is \$236,148.34.

CONCURRENCES: Coordinating Committee

ALTERNATIVES: N/A

ATTACHMENTS: Price Proposal Tabulation Sheet

AUDIO/VISUAL TO BE USED: N/A

PUR-1254
PeopleSoft Consultant Services Requirements Contract

		The WaterStreet Group, Inc. Wilmington, DE		HyperGen, Inc. Roanoke, VA		ERP Analysts, Inc. Dublin, OH	
Job Classification (A) On-Site Rate / (B) Remote Rate	Estimated Number of Hours for Respective Classification	Hourly Rate from Proposal Form	Price Extended (rate x hours)	Hourly Rate from Proposal Form	Price Extended (rate x hours)	Hourly Rate from Proposal Form	Price Extended (rate x hours)
1 Project Manager	125	\$130.00	\$16,250.00	\$175.00	\$21,875.00	\$190.00	\$23,750.00
2A PeopleSoft EPM Technical Consultant	125	\$126.50	\$15,812.50	\$180.00	\$22,500.00	\$145.00	\$18,125.00
2B Remote Rate	125	\$110.00	\$13,750.00	\$125.00	\$15,625.00	\$105.00	\$13,125.00
3A PeopleSoft EPM Functional Consultant	250	\$120.00	\$30,000.00	\$180.00	\$45,000.00	\$185.00	\$46,250.00
3B Remote Rate	250	\$120.00	\$30,000.00	\$125.00	\$31,250.00	\$145.00	\$36,250.00
4A PeopleSoft Financials Technical Consultant	125	\$126.50	\$15,812.50	\$180.00	\$22,500.00	\$145.00	\$18,125.00
4B Remote Rate	125	\$110.00	\$13,750.00	\$125.00	\$15,625.00	\$105.00	\$13,125.00
5A PeopleSoft Financials Functional Consultant	250	\$120.00	\$30,000.00	\$180.00	* \$45,000.00	\$185.00	\$46,250.00
5B Remote Rate	250	\$120.00	\$30,000.00	\$125.00	* \$31,250.00	\$145.00	\$36,250.00
6A PeopleSoft HRMS Technical Consultant	125	\$126.50	\$15,812.50	\$180.00	\$22,500.00	\$145.00	\$18,125.00
6B Remote Rate	125	\$110.00	\$13,750.00	\$125.00	\$15,625.00	\$105.00	\$13,125.00
7A PeopleSoft HRMS Functional Consultant	250	\$120.00	\$30,000.00	\$180.00	* \$45,000.00	\$185.00	\$46,250.00

7B Remote Rate	250	\$120.00	\$30,000.00	\$125.00	* \$31,250.00	\$145.00	\$36,250.00
8A PeopleSoft 3rd Party Appl. Tech. Consult.	50	\$103.50	\$5,175.00	\$135.00	\$6,750.00	\$145.00	\$7,250.00
8B Remote Rate	50	\$90.00	\$4,500.00	\$80.00	\$4,000.00	\$105.00	\$5,250.00
Total Proposal Value (Item Nos. 1 thru 8B)		\$294,612.50		\$375,750.00		\$377,500.00	

* Corrected calculations based on unit pricing

**PUR-1254
PeopleSoft Consulting Services**

Job Classification On-Site Rate / Remote Rate	Estimated Number of Hours for Respective Classification	Metaformers, Inc. McClean, VA		CherryRoad Technologies, Inc. Morris Plains, NJ		GNC Consulting, Inc. Frankfort, IL	
		Hourly Rate from Proposal Form	Price Extended (rate x hours)	Hourly Rate from Proposal Form	Price Extended (rate x hours)	Hourly Rate from Proposal Form	Price Extended (rate x hours)
1 Project Manager	125	\$190.00	\$23,750.00	\$200.00	\$25,000.00	\$200.00	\$25,000.00
2A PeopleSoft EPM Technical Consultant	125	\$158.00	\$19,750.00	\$200.00	\$25,000.00	\$195.00	\$24,375.00
2B Remote Rate	125	\$128.00	\$16,000.00	\$170.00	\$21,250.00	\$160.00	\$20,000.00
3A PeopleSoft EPM Functional Consultant	250	\$170.00	\$42,500.00	\$225.00	\$56,250.00	\$205.00	\$51,250.00
3B Remote Rate	250	\$140.00	\$35,000.00	\$195.00	\$48,750.00	\$170.00	\$42,500.00
4A PeopleSoft Financials Technical Consultant	125	\$154.00	\$19,250.00	\$155.00	\$19,375.00	\$185.00	\$23,125.00
4B Remote Rate	125	\$124.00	\$15,500.00	\$125.00	\$15,625.00	\$150.00	\$18,750.00
5A PeopleSoft Financials Functional Consultant	250	\$165.00	\$41,250.00	\$185.00	\$46,250.00	\$195.00	\$48,750.00
5B Remote Rate	250	\$135.00	\$33,750.00	\$155.00	\$38,750.00	\$160.00	\$40,000.00
6A PeopleSoft HRMS Technical Consultant	125	\$154.00	\$19,250.00	\$155.00	\$19,375.00	\$185.00	\$23,125.00
6B Remote Rate	125	\$124.00	\$15,500.00	\$125.00	\$15,625.00	\$150.00	\$18,750.00
7A PeopleSoft HRMS Functional Consultant	250	\$165.00	\$41,250.00	\$185.00	\$46,250.00	\$195.00	\$48,750.00
7B Remote Rate	250	\$135.00	\$33,750.00	\$155.00	\$38,750.00	\$160.00	\$40,000.00

8A PeopleSoft 3rd Party Appl. Tech. Consult.	50	\$154.00	\$7,700.00	\$155.00	\$7,750.00	\$190.00	\$9,500.00
8B Remote Rate	50	\$124.00	\$6,200.00	\$125.00	\$6,250.00	\$155.00	\$7,750.00
Total Proposal Value (Item Nos. 1A thru 8B)		\$370,400.00		\$430,250.00		\$441,625.00	

GNC Consulting, Inc. – Note: Section IV (A.2) of the Agreement (Attachment D in the RFP) provides 1 day to identify an approved replacement. We would like to work with the County to agree on a longer period of time to identify an approved replacement.