

Entity Name: South Dakota State Government

Event Number: 8552

Event ID: 23RFP8552

Event Name: State of South Dakota Info HCM Implementation and Consulting Services

Requested By: Heather King

Created By: Heather King

Due By Date: 05/31/2023 04:00 PM Central Time

Q&A Cutoff Date: 04/06/2023 10:36 AM Central Time

Invitation Type: Invitation Only

Assigned Commodities: 204-47 Integrated Hardware-Software I.T. Solution (Microcomputer); 206-55 Integrated Hardware-Software I.T. Solution (Mini/Mainframe Computer)

Allow Supplier Terms and Conditions: No

Public Responses: No

Display Awardee: Display

Posting Board Status: Published

Event Status: Event Under Review

Section #: Name:

1 Section 1 - 23RFP8522

Do not submit response through ESM Sourcing as this section is for informational purposes only. Please download RFP document and follow the submittal instructions to respond.

PURPOSE OF REQUEST FOR PROPOSAL (RFP)

The purpose of this RFP is to solicit proposals from qualified contractors to perform implementation and consulting services related to Infor CloudSuite HCM. Specifically, to perform the following projects:

- Migrate the state's Single-Tenant Infor HCM to Multi-Tenant, and perform business processes optimization to use the software more efficiently
- Implement multi-tenant payroll, replacing the state's current Lawson S3 V10 CloudSuite Public Sector, to V11 Payroll.
- Implement a Work Force Management (WFM) system. That includes timekeeping, scheduling and absence management to replace the state's current existing custom system.

1.4 LETTER OF INTENT

All interested offerors must submit a Letter of Intent to respond to this RFP.

The letter of intent must be received by the Bureau of Human Resources (BHR) no later than April 21, 2023, if submitting by mail the envelope should be addressed to:

Cole Pry/Bureau of Human Resources

The State of South

500 East Capitol

Pierre, SD 57501-3182

Be sure to reference the RFP number in your letter.

The Letter of Intent may be submitted to Bureau of Human Resources via email at cole.pry@state.sd.us. Please place the following in the subject line of your email: "Letter of Intent for RFP# 23RFP8552".

1.5 SCHEDULE OF ACTIVITIES (SUBJECT TO CHANGE)

Day/ Date	Description
April 6, 2023 (Week of)	Announcement of RFP
Thursday, April 6, 2023	State issues RFP
Friday, April 21, 2023	Deadline for Letter of Intent
Friday, May 5, 2023	Deadline for Submission of Questions
Wednesday, May 17, 2023	State Issues Responses to Written Questions
Wednesday, May 31, 2023	RFP proposals Due
No later than 4PM CST. Late Bids Will Not be Accepted	
Week of June 5, 2023-June 12, 2023	Technical Review done by BIT
Thursday, June 8, 2023	Proposal Revisions (if required)
Week of June 12, 2023	Interviews/and or Demonstrations with Vendor Finalists (if needed)
Friday, June 23, 2023	Anticipated Award Decision
Tuesday, August 1, 2023	Tentative Project Start Date

1.6 SUBMITTING YOUR PROPOSAL

All proposals must be completed and received in the Bureau of Human Resources (BHR) by the date and time indicated in the Schedule of Activities.

Proposals received after the deadline will be late and ineligible for consideration.

The State of South Dakota requires an original and three (3) copies along with electronic proposals via email. The RFP response sent via email should be sent unencrypted and be less than 20 MB. The email subject line must include RFP #23RFP8552 and the Title.

All proposals must be signed, in ink, by an officer of the offeror, legally authorized to bind the offeror to the proposal and sealed in the form. Proposals that are not properly signed may be rejected. The sealed envelope must be marked with the appropriate RFP Number and Title. The words "Sealed Proposal Enclosed" must be prominently denoted on the outside of the shipping container. Proposals must be addressed and labeled as follows:

REQUEST FOR PROPOSAL # 23RFP8552

PROPOSAL TITLE: INFOR HCM IMPLEMENTATION AND CONSULTING SERVICES

PROPOSAL DUE: MAY 31, 2023, 4:00 PM CST

BUYER: Bureau of Human Resources (BHR) and Bureau of Finance and Management (BFM)

Attention: Cole Pry

Address: 500 East Capitol, Pierre, SD 57501-3182

No proposal shall be accepted from, or no contract or purchase order shall be awarded to any person, firm or corporation that is in arrears upon any obligations to the State of South Dakota, or that otherwise may be deemed irresponsible or unreliable by the State of South Dakota.

Terms and Conditions

ESM Sourcing Terms

None

General Terms and Conditions

None

Event Specific Terms and Conditions

See attached RFP Document