

Sacramento County Employees' Retirement System (SCERS)
Data Conversion Services RFP
RFP Questions & Answers

1. In Attachment 5 (Cost Proposal) of the RFP, should travel be included as a separate line item or included in hourly rates?

This is the vendor's option. SCERS is only mandating that the vendor must not provide a T&M bid.

2. Per Attachment 5 (Cost Proposal) of the RFP, regarding "any software and/or tools proposed by the Vendor that will require SCERS purchase or license," does SCERS have a currently licensed SQL Server Development environment for use for this project (to include SQL Server Integration Services and SQL Server Reporting Services), or should licensing for this type of system be included as a licensing cost in the Cost Proposal?

The vendor should assume that SCERS does not have a SQL server development environment. The vendor would need to include this license in the cost proposal.

3. In Section 2.2.5 of the RFP, Implementation, of the RFP, it states the Bidder will "Provide support to PAS Vendor for items identified after production implementation that require data or information from the primary data sources." What is the anticipated duration for this support?

SCERS anticipates this support lasting no longer than 12 months.

4. Does SCERS offer Annual Leave / Sick Leave Buydown? If yes, is this data stored in COMPASS or MBASE or both?

SCERS does not offer the annual leave/sick leave buydown. However, based on negotiated contracts, the Employers may allow vacation and/or sick leave cash-ins. The information is not stored in MBASE, but part of the details of the paycheck are stored in the Employer's payroll system.

5. As payroll data is added into COMPASS, how does this data become contribution records in MBASE? Is there an automated interface from COMPASS to MBASE to create the contribution records? If yes, please briefly describe this interface.

Active payroll data is reported through a file interface process. The file contains member demographics, contribution data, salary data, and employment data.

6. In Section 1.3.4 of the RFP, there is a reference to 19 Microsoft Access tables. What kind of data is stored in these tables?

The Microsoft Access databases are used by staff to track the status of retirement applications, service purchases, and terminations.

7. In Section 1.3.5 of the RFP, there is a reference to Excel spreadsheets as a possible data source. What kind of data is stored in these spreadsheets?

MS Excel sheets contain data related to benefit calculation and member process data. SCERS has not yet determined if or how much of this data must be converted into the new system, since COMPASS and MBASE are the real systems of record.

8. RFP section 1.5.1, #1, requires 5 years of demonstrated experience as a company. Will SCERS accept a proposal from a company that reaches the 5 years mark within 2-3 months of the project start date if the company and the proposed resources meet or exceed all other qualifications listed in sections 1.5.1, 1.5.2, and 1.5.3?

Unfortunately, the RFP states that "Proposals not meeting the minimum qualifications will not be considered" and it also states that the project is anticipated to begin in January, 2017. As such, SCERS is not able to accept a proposal from a company that has not reached the five year mark by the proposal submission date of 10/7/2016.