



Procurement Department Bid Office
Customer Center 1st Floor, Room 002
21 W. Church Street
Jacksonville, Florida 32202

March 22, 2019

ADDENDUM NUMBER: ONE (1)

TITLE: Capital Asset Management Solution (CAMS)

JEA ITN NUMBER: 025-19

RESPONSE DUE DATE: April 2nd 2018

TIME OF RECEIPT: 12:00 PM

TIME OF OPENING: 2:00 PM

THIS ADDENDUM IS FOR THE PURPOSE OF MAKING THE FOLLOWING CHANGES AND CLARIFICATIONS:

Add (1): JEA adds the following document(s) to this Solicitation. Additions are in **Red**, Bold, Underlined Font.

- **068-19 Addendum 1 Appendix A – Business Requirements (Revised)**
This document replaces the prior 068-19 Appendix A – Business Requirements in its entirety. JEA has revised the prior document to no longer contain the drop down menu previously identified in column J. All other content remains the same.
- **068-19 Addendum 1 Appendix B – Response Workbook (Revised)**
This document replaces the prior 068-19 Appendix B – Response Workbook in its entirety. JEA has revised the description for Item #1.2.2 to include change management services in response to Supplier Inquiry 6 of Add (2):. JEA clarifies that any travel expenses are to be included where indicated.

Clarification (1): JEA clarifies Section **1.2.1 MINIMUM QUALIFICATIONS** as seen below. Deletions are in **Red**, Bold, Strikethrough Font. Additions are in **Red**, Bold, Underlined Font.

1.2.1 MINIMUM QUALIFICATIONS

The Respondent shall meet the following Minimum Qualifications to be considered eligible to submit a Response to this ITN. **JEA reserves the right to ask for additional back up documentation or additional reference projects to confirm the Respondent meets the requirements stated below.** A Respondent not meeting all of the following criteria will have their Response rejected:

- The Respondent shall provide evidence of successful completion of one (1) similar Capital Asset Management System (CAMS) contract within three (3) years of the Response Due Date. The Respondent shall be either the software provider or implementer or both. The contract shall be either self-performed by the Respondent or may be a contract of the subcontractor which the Respondent shall use for this engagement with JEA. A similar contract is defined as:
 - The contract shall be of similar complexity as specified in Appendix A – Technical Specifications for an electric and/or water utility with no less than 150 end users in an IT environment **including that includes integration with** Oracle EBS R12.2x or greater.

A Minimum Qualification Form is provided in Appendix B of this ITN.

Change (1):

JEA amends Section **2.5.1 INSURANCE** as seen below. Deletions are in ~~Red~~, Bold, Strikethrough Font. Additions are in Red, Bold, Underlined Font.

2.5.1 INSURANCE REQUIREMENTS

Before starting and until Acceptance of the Services by JEA, and without further limiting its liability under the Contract, Company shall procure and maintain at its sole expense, insurance of the types and in the minimum amounts stated below:

Workers' Compensation

Florida Statutory coverage and Employer's Liability (including appropriate Federal Acts); Insurance Limits: Statutory Limits (Workers' Compensation) \$500,000 each accident (Employer's Liability).

Commercial General Liability

Premises-Operations, Products-Completed Operations, Contractual Liability, Independent Contractors, Broad Form Property Damage, Explosion, Collapse and Underground, Hazards (XCU Coverage) as appropriate; Insurance Limits: \$1,000,000 each occurrence, \$2,000,000 annual aggregate for bodily injury and property damage, combined single limit.

Automobile Liability

All autos-owned, hired, or non-owned; Insurance Limits: \$1,000,000 each occurrence, combined single limit.

Excess or Umbrella Liability

(This is additional coverage and limits above the following primary insurance: Employer's Liability, Commercial General Liability, and Automobile Liability); Insurance Limits: \$5,000,000 each occurrence and annual aggregate.

~~Company's Commercial General Liability and Excess or Umbrella Liability policies shall be effective for two years after the Services are complete. The Indemnification provision provided herein is separate and is not limited by the type of insurance or insurance amounts stated above.~~

Company's Commercial General Liability and Excess or Umbrella Liability policies shall remain in force throughout the duration of the project and until the Work is completed to JEA's satisfaction. The Indemnification provision provided herein is separate and is not limited by the type of insurance or insurance amounts stated above.

Company shall specify JEA as an additional insured for all coverage except Workers' Compensation and Employer's Liability. Such insurance shall be primary to any and all other insurance or self-insurance maintained by JEA. Company shall include a Waiver of Subrogation on all required insurance in favor of JEA, its board members, officers, employees, agents, successors and assigns.

Such insurance shall be written by a company or companies licensed to do business in the State of Florida and satisfactory to JEA. Prior to commencing any Services under this Contract, certificates evidencing the maintenance of the insurance shall be furnished to JEA for approval. Company's and its subcontractors' Certificates of Insurance shall be mailed to JEA (Attn. Procurement Services), Customer Care Center, 6th Floor, 21 West Church Street, Jacksonville, FL 32202-3139.

The insurance certificates shall provide that no material alteration or cancellation, including expiration and non-renewal, shall be effective until 30 days after receipt of written notice by JEA.

Any subcontractors of Company shall procure and maintain the insurance required of Company hereunder during the life of the subcontracts. Subcontractors' insurance may be either by separate coverage or by endorsement under insurance provided by Company. Note: Any JSEB firms identified by Bidders for this Solicitation are considered "Subcontractors" under the direct supervision of the Prime or General Contractor (herein referred to as "Company"). Companies should show good faith efforts in providing assistance to JSEB firms in the securing of the Subcontractors' insurance requirements stated herein. Company shall submit subcontractors' certificates of insurance to JEA prior to allowing Subcontractors to perform Services on JEA's job sites.

Change (2):

JEA amends Section **1.4.6 ABILITY TO DESIGN AN APPROACH AND WORK PLAN TO MEET THE PROJECT**

REQUIREMENTS as seen below. Deletions are in **Red**, Bold, Strikethrough Font. Additions are in **Red**, Bold, Underlined Font.

1.4.6 ABILITY TO DESIGN AN APPROACH AND WORK PLAN TO MEET THE PROJECT REQUIREMENTS:

Maximum score for criterion is: 11 Points

Respondent shall include an assessment of the Respondent's ability to realize project goals, timetables, and quality control objectives; and the demonstrated general ability to bring about a successful completion of this scope of work under the Respondent's direction.

The Response should describe a work plan, including an explanation of the methodology, the financial requirements, and all compliance aspects of the engagement. Identify the tasks to be performed to complete the engagement and prepare a proposed timeline of how long it typically takes to complete an assessment per task assigned. The proposed overall schedule should include an on-site work schedule. **JEA solicits change management services in conjunction with the provision and implementation of the Capital Asset Management Solution (CAMS). Respondent shall describe and exemplify the change management services required to bring about successful completion of the scope of work. Change management services shall be included in Item #1.2.2 of Appendix B – Response Workbook.**

The Respondent should identify and describe any anticipated potential problems, the firm's approach to resolving these problems and any special assistance that will be requested from JEA. The Response shall also demonstrate the successful use of customer interval data to draw conclusions or validate program outcomes.

Respondent shall also provide an organizational chart delineating company's personnel responsibilities and functions associated with the Work. If applicable, this chart shall also delineate any responsibilities and functions of other team members not identified in the submitted resumes.

Actual work examples are encouraged.

Add (2): JEA adds the following questions and answers to this Solicitation.

Supplier Inquiry 1: Whether companies from Outside USA can apply for this? (like, from India or Canada)

JEA Response: Companies from outside the USA may submit a Response to this ITN.

Supplier Inquiry 2: Whether we need to come over there for meetings?

JEA Response: Do not need to be present during Proof of Concept (POC), just available daily for conference calls. During implementation, we need someone on-site during JEA's normal business hours.

Supplier Inquiry 3: Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada)

JEA Response: Companies from outside the USA may submit a Response to this ITN. See travel expense requirements that (may) apply to setup / implementation fees, training, and proof of concept.

Supplier Inquiry 4: Can we submit the proposals via email?

JEA Response: No. Please refer to Section 1.1.3 INVITATION TO NEGOTIATE for further details.

Supplier Inquiry 5: Can JEA provide the size of the anticipated focus group that will participate in the proof of concept?

JEA Response: Estimated focus group will be 15 people. Plan is to preload 50 capital projects and all their metadata and interface capabilities with Primavera P6. The objective of the POC is to provide the JEA team an interactive vehicle whereby the team can analyze and test the vendor's software solution and validate its capability to perform the critical business requirements.

Supplier Inquiry 6: Does JEA anticipate change management services in conjunction with the provision and implementation of the Solution?

JEA Response: Yes. See Change (2): in response to this inquiry.

Supplier Inquiry 7: Can JEA provided an estimated date of award?

JEA Response: Early August is the estimated date of award. Note that the award will not take place until after the Proof of Concept is completed.

****** Bidder shall acknowledge this Addendum on the Bid Form******