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

June 13, 2019

ADDENDUM NUMBER: TWO (2)

TITLE: PROCUREMENT E-SOURCING AND CONTRACT LIFE CYCLE MANAGEMENT SOLUTION

JEA SOLICITATION NUMBER: #100-19

BID DUE DATE: ~~June 18th 2019~~ June 25th 2019

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.

- **100-19 Addendum 2 Appendix B – Cloud Procurement Evaluation Matrix**
  JEA adds this document as a required form to evaluate the information security of each Respondent's proposed Solution.

Change (1): JEA formally extends the Response Due Date of this Solicitation from Tuesday, June 18th 2019 to Tuesday, June 25th 2019.

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

Supplier Inquiry 1:
Will there be any integrations to Oracle or other third party solutions?
JEA Response: The solution will need to be fully integrated with the Oracle EBS 12.2.5 suite of products. Specifically the Procurement modules e.g. iProcurement and iSupplier.

Supplier Inquiry 2:
Users-how many will be power/regular/occasional users?
JEA Response: See JEA's response to Supplier Inquiry #4 contained in Addendum 1.

Supplier Inquiry 3:
Number of languages you plan on utilizing
JEA Response: JEA plans to primarily utilize English and Spanish.

Supplier Inquiry 4:
1. In order for us to provide pricing it is helpful if we have the following estimated metrics:
    1. Number of sourcing events you plan to run per year.   Will they all be eRFx or do you plan on running auctions as well? **JEA estimates 450 – 500 sourcing events in its next fiscal year beginning in October. JEA does not currently use e-auctions, but intends to implement e-Auctions on an ad-hoc basis.**
    2. How many contracts do you create per year **JEA estimates 200 – 250 contracts per year.**
    3. Estimated annual spend **JEA estimates $486MM in managed spend.**
    4. Number of systems you plan to integrate with (thank you for your list, looking to confirm which you want to integrate with all of them or just some) **See response to Supplier Inquiry #1 of this Addendum.**

5. Do you want electronic signature as part of contract management (via docusign) **Yes. However, JEA does not specify Docu-sign. Please refer to requirement #58 of Addendum 1 Appendix A – Business Requirements (Contract Lifecycle Management) (Revised) for further details**
6. Do you want single sign on. **Yes.**

Supplier Inquiry 5:
Are you wanting to deploy all solutions at once or do you plan to roll out by module?
JEA Response: JEA expects to deploy its business requirements for e-Sourcing and Contract Life Cycle Management simultaneously.

Supplier Inquiry 6:
Are there any certifications you require of your providers (such as ISO certifications, GDPR, etc)
JEA Response: See Add(1): of this Addendum for JEA's information security requirements.

Supplier Inquiry 7:
How many internal resources are assigned to this project?
JEA Response: JEA typically

Supplier Inquiry 8:
On this deployment, are you leveraging any external consultants? For example, "consultancy xyz" is representing Autoliv. It is always helpful with knowing whom the selected solution provider will work with from the client and their objectives / deliverables.
JEA Response: JEA is not utilizing any external consultants.

Supplier Inquiry 9:
Does your project team resources have any scheduling conflicts which could delay the project? For example, an alternative work schedule where critical resources work four days a week.
JEA Response: None at this time.

Supplier Inquiry 10:
Does your organization have any specific testing requirements? For example, one round of UAT or 2 weeks minimum for each round of UAT. We want to factor these considerations into our plan.
JEA Response: Typically our test efforts will involve all or some of the following: Unit Testing; System Integration Testing; Conference Room Pilot 1 and 2 (CRP1/2) and UAT. (Evaluated on a project by project basis.)

Supplier Inquiry 11:
Does your organization have any blackout periods of time where specific project work cannot be performed? For example, year-end, cannot engage IT. We would like to include these factors into our plan.
JEA Response: Dictated based upon the business process owner. For example, projects for the Finance area would have blackout periods at year-end. The HR (Benefits) area on the other hand would have a blackout period between Sept/October.

Supplier Inquiry 12:
Looking at each of the modules in scope for this project, please prioritize the modules.
JEA Response: JEA intends to implement the e-Sourcing and Contract Life Cycle Management modules simultaneously.

Supplier Inquiry 13:
Who is responsible for "signing off" on various project phases? Would this be the various business leads or someone else whom is not intimately involved in the project on a day-by-day basis?
JEA Response: This responsibility varies from business lead through procurement chief level approval depending upon the scope of approval.

Supplier Inquiry 14:
This RFP is for S2C. With that said, do you have any existing tools in place which would be replaced with the full S2C provider?
JEA Response: No tool currently exists.

Supplier Inquiry 15:
If you do have existing tools in place today, what is the contract end date for the solution(s)?
JEA Response: No existing tools for e-Sourcing are in place today.

Supplier Inquiry 16:
If you do have existing tools in place today, have you considered what you want to do to fully transition from the existing tool to the new tool? For example, run parallel systems until all existing data is completed in the existing system or just shut down the existing system.
JEA Response: No existing tools are in place today.

Supplier Inquiry 17:
Does your organization have access to all legacy contracts, scanned and meta data extracted from the contract instances? Please explain what you have access.
JEA Response: JEA has legacy contracts scanned as .pdf documents. However, no meta data has been extracted from the .pdf file types.

Supplier Inquiry 18:
Does your organization have anticipated go-live dates? If so, how did you determine these dates and please share the dates.
JEA Response: No go-live dates have yet been formalized. However, the soonest possible implementation is potentially October 2019.

Supplier Inquiry 19:
Does your organization have any internal approvals which could block project progress? For example, "information protection," legal or finance needs to approve prior to design signoff. Many times we have projects in which critical approvals have not been communicated and the project gets delayed.
JEA Response: For information security, see Add(1): of this addendum. Following intent to award, JEA will require additional steering committee approval and awards committee approval. No significant delays are expected for this project.

Supplier Inquiry 20:
Does your organization have any internal roadblocks which could delay the project? If so, please explain the roadblocks and what can be done to minimize delays.
JEA Response: See response to Supplier Inquiry 19 of this Addendum.

Supplier Inquiry 21:
Would you please clarify an item for us, Appendix B, Line 46 and 74 state that you want customer support available from 9 am to 5 am. Should that be 5pm or are you looking for overnight support hours?
JEA Response: Correction. JEA specifies 9am to 5pm.

****** Respondent shall acknowledge this Addendum on the Response Form******