



Building Community®

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

July 7, 2020

ADDENDUM NUMBER: One (1)

TITLE: Warehouse Management System Upgrade On-Premise Software Solution 2020

JEA ITN NUMBER: 99482

RESPONSE DUE DATE: July 22, 2020

TIME OF RECEIPT: 10:00 AM

TIME OF OPENING: 10:00 AM

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

Solicitation Questions

1. Is the intent of the ITN to upgrade the current Oracle Software instance with a more recent version of Oracle WMS, or to secure a solution that would replace the current paper-based system with contemporary software to meet the needs of the JEA? **The intent is to ensure that current available functionality is being used to its fullest capability. If Oracle WMS is fully functioning, the current system is not paper based.**
2. We see no functional requirements or specifications in the solicitation that would make the JEA centralized distribution center unique from any other industry. What then makes the operation of a distribution center for electric utilities different? **Utility and water service is our core business, we request references that are closely related. If other applicable references are submitted, they will be evaluated.**
3. Can you describe the rationale for limiting references to the retail electric utility industry in lieu of any unique or special features, functions, processes, or procedures? **Utility and water service is our core business, we request references that are closely related. If other applicable references are submitted, they will be evaluated.**

General Questions

1. How many locations may need to be supported by the upgrade software beside a central warehouse(s), sub-warehouses, overflow space, etc.? **This ITN is solely for the Central Distribution Warehouse, it is the only org that has Oracle WMS in place.**
2. Are Vehicles, temporary storage, job site, etc. to be included in the solution? **No**
3. Are any of the warehouses, locations, or other places currently equipped with RF networks? If so, do you currently have hand-held RF devices (guns) deployed? **The Central Distribution Warehouse is equipped with RF capabilities. At this time, RF devices are not deployed.**
4. How many people will require access to the system at each location to handle materials in total? At the same time? **Approximately 25 people. They will not all access the system at the same time. Usage will typically take place between 6:00 a.m. and 6:00 p.m. There is some afterhours usage.**
5. How many remote users may need access to the system for query, reporting, or order tracking purposes? **For this ITN, less than 10.**
6. How many different items types (or SKU's) are in the locations? What is the inventory value for each location on average? **Approximately 10,000 items are held in the Central Distribution Warehouse.**

Inventory value varies greatly and is not a key factor for this ITN.

7. How are you tracking your warehouse operations and inventory currently? Software application, or manually? If software, is it on premise or Cloud Based (SaaS)? **There are some software and manual tracking processes, as well as reporting tools.**

Inventory processes and tracking are on premise.

8. How many shipping doors are used in the warehouse for receiving? Shipping? **WMS had ~ 20 doors established. Physically there are less than 10. All doors are available for shipping and receiving.**

9. How many trucks are loaded and leave on a given day? **~20 - 30**

10. What items, materials, supplies, mobile, or controlled assets are stored in the warehouse? **All T&D and water inventory items are stored at the Central Distribution Warehouse.**

11. How large is each warehouse in square feet? **Range from a few thousand feet to greater than 500,000.**

12. Is the warehouse(s) supported by RF infrastructure? **Central Distribution Warehouse has RF capability.**

Order Entry

1. How do your orders for materials and supplies get posted to the WMS system? (Manual entry, interface link, XML message, etc.) For the orders from eAM, FMS, and Oracle Order Management is there an option to receive these orders electronically? **Orders are interfaced. Yes there is an option for electronic ordering.**

2. Approximately how many orders do you process per year that flow through the inventory and warehouse? **~10,000-15,000**

3. Do you have items that are serialized or under lot control? **Not currently in the inventory system.**

4. Does the warehouse process asset items? If so, what kinds? **Not at this time**

5. How many line items are on a typical order that is shipped to and from the distribution center warehouse? **Less than 20**

6. Do you anticipate that employees will be able to place requisitions against existing inventory? **Yes**

7. Do you hold and release materials against Work Orders or Projects? **Yes**

Warehouse Operations:

1. What is the current method and schedule for Physical Inventory Counts? **Reporting tool - Monthly**

2. How do you process Product Holds and Returns? **Manually**

3. For items in inventory, how is Lot & Serial Controls enforced? **Not Applicable**

4. Do you quality test and quarantine materials, assets, or supplies? **Yes**

5. Do you track or have specific locations set aside for hazardous materials? **Yes**

6. Do materials expire or are made obsolete with newer versions or releases? **Yes**

7. What is the mechanism for tracking and reporting inventory that may be stored in the third party or non-warehouse locations if necessary? **Not applicable at this time**

8. How many handheld RF devices are currently employed in the warehouse? **None**

9. How many desktop computers are in use in the warehouse? **~15**

10. What are the interior dimensions of the main warehouse? **~350,000 sq feet. Bins, rack and floor storage.**

11. How many bar code printers are currently in use in the warehouse? **~4**

Receiving Materials

1. Are all items delivered to, and pass through, the warehouse process, or are some drop shipped to the end user at remote locations? **For the purpose of this ITN, all items are transacted via the warehouse process.**

2. Do most vendors deliver products on pallets or containers with "license plate" bar codes for identifying mixed pallets? **No, not at this time.**

3. Do you have future "to be" receiving Processes that define how materials will be received with the automated WMS received? **Yes, we have goals of a more automated receiving process in the future. Those processes are not currently documented.**

4. Do you employ interdepartmental Services Billing? (Do you charge back services (labor, storage space, etc.) to user departments, do you have descriptions of this process and itemization of the services and billing methods?) **No, not at this time.**

5. Is there a provision for quality inspections on incoming goods and materials? **This is currently a manual process outside of inventory.**

6. Can you receive materials into inventory without prior documentation? **Systemically, yes. Current process requires documentation.**

7. Are goods received mapped to specific locations within the warehouse by type or handling process? **Items are mapped based on planned locator in system.**

8. How are locations defined? Primary with secondary, ABC stratification, forward pick locations? **There are pallet, bin, floor and yard storage locations. Items are stored based on commodity, dimension and usage rate.**

Put Away

1. Are items assigned to specific areas, or put away randomly? **Specific Location**
2. Are put away locations defined? How? **Yes, defined/assigned location**
3. Do you allow multiple item types in one location? **Yes**
4. Are you anticipating the use of directed put away processes for warehouse staff? **Yes**
5. How are mixed pallets handled? **Manually separated**
6. What is the process for returning unused product to storage locations? **Receipts**

Picking Items

1. Do you have an approved Pick Slip? Are the *item locations* displayed on the pick slip? **Yes and Yes**
2. Are the items stored loosely, in cases, containers, and/or pallets? Are pallets or containers broken down for use or returns? **Storage utilizes all these methods.**
3. How is carton identification handled currently? **Ad Hoc labeling**
4. How do you handle serial #'s, lot, hazardous materials, certifications, and vendor compliance? **Hazardous material is stored separately, others asked here are not applicable.**
5. Do you allow short picks? **Yes**
6. What equipment are you currently using to support picking operations? **No system equipment at this time, only material handling equipment.**
7. Is the facility divided by walls or other dividers which may impede RF radio waves? **Only racking**
8. How many users will require access to the system at any given point in time? Total Users across the enterprise? Remote users for query only purposes? **~25 – Less than 10**
9. How many RF devices would be in use during the highest usage periods of the day? **10-15**

Replenishment:

1. What is the process for re-balancing and replenishment for the various items in inventory? **Report based on locator min/max**
2. Is there a safety stock employed which must be enforced? **Not at this time**
3. Do you require time tracking on materials or supplies to reduce obsolescence? **Not at this time**
4. Do you require LIFO/FIFO decision support at each unique location? **Not at this time**
5. Do you require moving Inventory Items from one location to another within the warehouse based on time in inventory? **Not at this time**
6. For shipments between warehouses and the end users, is there a requirement for tracking vehicles and drivers? **Not at this time**

Information Technology

1. If multiple sites, how do you maintain connectivity between the sites? Will this be required as part of the effort? (ex: WAN with T1-2, Citrix, Terminal Services, etc. **Not applicable at this time**
2. For hosted solutions, may the data be stored on servers outside the United States? **No**
3. Will the reporting be required to roll up the sites (if necessary) into a single view of the enterprise? **This ITN covers only one site**
4. The ITN indicates that the hardware will be acquired separately (Scope of Work Item 1.1.1) but the evaluation document indicates the ITN response will be evaluate on the equipment recommendation. Can you clarify? In the separate acquisition for equipment, what specific equipment would be included in the cost estimates (handheld RF, Warehouse RF Antenna's, Printers, etc.)? Is it the expectation that the successful bidder will perform scoping and installation of network, desktop, remote devices, or RF transmitters? **Equipment recommendations are intended for informational purposes for consideration, they will not be used to evaluate awarding of this ITN. The acquisition of equipment requirements have not been set.**
5. Is there a requirement to provide other digital devices for remote access to the system? If so, what devices would be deployed? **Not at this time**

Web Connectivity

1. Will you need visibility to existing warehouse inventory levels for third parties who are outside the warehouse staff members? If yes, who and what do you anticipate they will be viewing? **Yes, there are various views utilized external to the warehouse employees. Those should not be altered by this effort.**

2. Will you require shelf life, expiration dates, lot control, FIFO, serial control for control of containers or items? If yes, describe the methods used to manage these functions. **Not at this time.**
3. Do you require serial number tracking? If yes, describe what standards you are following. **Not at this time**
4. Do all of the potential locations have access to the internet via a local area network? **Yes**

Acknowledge receipt of this addendum on the Response Form