

SUBJECT: NOTICE OF REQUEST FOR PROPOSALS

Enterprise Resources Planning – to include Financial, Human Resources, Customer Information Services, and Enterprise Work & Asset Management

Greenville Utilities Commission (GUC) invites proposals from qualified firms with outstanding qualifications, experience and knowledge to provide a fully integrated, suite of applications to meet the needs outlined in this RFP for Financial Systems, Human Resources, Customer Information Service, and Enterprise Work & Asset Management. The technology platforms may be fully web enabled or client based. However, if client based, the application should have a complimentary web-enabled offering. The specific services requested in the Request for Proposal (RFP) are detailed in the Scope of Work.

It is the goal of the GUC to acquire a commercial-off-the-shelf product(s) that will be configured to provide the full range of inter-operability and integrated solutions using proven state-of-the-art technology that will provide the ability to plan, control and account for the GUC's business activities and resources. The system(s) will be the foundational piece for the Commission's overall Enterprise Resources Planning (ERP) program.

Assumptions:

- The Contract resulting from this RFP shall include a Licensing Agreement, a Software Maintenance Agreement, and a Service Agreement for implementation, training, project implementation management and software installation.
- The Software Maintenance Agreement pricing shall encompass a minimum of five (5) years with annual renewals thereafter.
- All communications concerning this RFP shall be submitted in writing to Mr. Howard Corey. Mr. Corey may be contacted via email at RFP@guc.com. Proposers and their representatives shall not make any contact or communicate with any employees, Directors, and consultants of GUC other than Mr. Corey in regard to any aspect of this solicitation unless authorized in writing by Mr. Corey.
- GUC has a web site for disseminating information and documentation regarding this RFP at www.guc.com. An overview of the business process and related announcements and documents shall be posted on this website under the Vendor tab. All Proposers can access the website to obtain overview information. Proposers have the responsibility of visiting the website frequently and keeping themselves apprised of any information relevant to the RFP requirements, timelines, addenda, meetings, and related documents. The RFP will be delivered to proposers electronically (FTP).
- Proposals must be received no later than 4:00 PM Eastern Standard Time on Monday, August 8, 2011. Proposals and amendments to proposals received after the date and time specified above will not be considered.

Proposals should be delivered to the address as follows:

Greenville Utilities Commission
401 S. Greene Street
Greenville, N.C. 27834

Attention: Mr. Cleve Haddock, Purchasing Technician

Parties interested in obtaining a copy of this RFP may do so by e-mailing their request to RFP@guc.com. Please include the following information when submitting a request or a proposal:

- Name of Respondent (Company)
- Address
- Contact Person
- Telephone and Facsimile Number
- Email Address

All correspondence and transmittals should be clearly marked as “**Greenville Utilities Commission ERP.**”

A pre-proposal conference will be held at 11:00 AM EST, Tuesday July 12, 2011 in the Board Room, 401 S. Greene Street, Greenville N.C. All prospective Respondents who intend to respond are encouraged to attend the pre-proposal conference or may join via conference call. All proposers are required to notify Mr. Howard Corey of their intent to propose via email; regardless of whether you attend the pre-proposal conference.

Respondents must submit information that shows in detail how their proposed system complies with GUC's minimum requirements. Respondents are also encouraged to submit any information that indicates how their proposed system would provide GUC with features and enhancements that exceed the minimum system requirements as set forth in this RFP.

The RFP will be conducted in accordance with the Commission's policies.

Sincerely,

Cleve Haddock
Greenville Utilities Commission
Purchasing Technician