BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF AUTHORIZING)	
THE EXECTUIVE OFFICER TO ISSUE)	Resolution No. 01-3143
AN REQUEST FOR PROPOSAL AND)	
AWARD THE RESULTING CONTRACT)	
FOR A DATABASE CONVERSION FOR)	
ENTERPRISE FINANCIAL AND)	
HUMAN RESOURSES SYSTEM	<u> </u>	
SOFTWARE.)	Introduced by Executive Officer
)	Mike Burton
•)	

WHEREAS, Metro has financial and human resources management software (PeopleSoft) that requires a corporate database product, and

WHEREAS, The company that owns the existing product, Informix, has been purchased by IBM, which markets a competing corporate database, and

WHEREAS, IBM stated publicly they will incorporate the best features of the Informix product into future IBM products, thus eliminating the Informix product as an option for the Metro financial and human resource management software, theregby requiring Metro to acquire a new database, and

WHEREAS, the conversion of the Metro database is best done prior to the upgrade of the PeopleSoft products, which is scheduled to begin in March, 2002, and

WHEREAS, The Metro Code, Section 2.04.026 requires approval of all contracts for a term greater than 12 months and in an amount greater than \$50,000, and

WHEREAS, The Metro Council identified the funds for these contracts in the Metro Budget as having a "Significant Impact," thereby requiring Council approval prior to release of the Request for Proposals: now, therefore

BE IT RESOLVED,

The Metro Council hereby authorizes the issuance of the Request for Proposals

(Exhibit "A") for a database, and authorizes the Executive Officer to execute a multi-year contract(s) with the most responsive proposer.

ADOPTED by the Metro Council this 1 day of December 2001.

David Bragdon, Presiding Officer

Approved as to Form:

Daniel B. Cooper, General Counsel

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INVITATION TO PROPOSE: RFP 01P-63-IT

Metro is requesting proposals for provision of a corporate database. Potential proposers may obtain proposal documents by contacting the Information Technology Department, Attn: Rachel Coe or email at coer@metro.dst.or.us.

Sealed proposals must be delivered to the Information Technology Department at Metro, 600 NE Grand, Portland, Oregon 97232-2736 no later than 11:00 a.m., December 27, 2001

Metro is seeking proposals for a supported, PeopleSoft certified relational database management system. This will include a database for both our HRMS and Finance systems. Each proposal should include installation of the database on our hardware, to be selected later and not a part of this proposal. All proposals must meet the minimum requirements to be considered

INSTRUCTIONS TO PROPOSERS

PROPOSAL

Metro is soliciting proposals for a supported, PeopleSoft certified relational database management system. This will include a database for both our HRMS and Finance systems (RFP 01P-63-IT). Proposals, including 4 copies must be enclosed in a sealed envelope and mailed or delivered to the Metro Information Technology Department, 600 NE Grand, Portland, Oregon 97232-2736, Attention, Rachel Coe, Enterprise Applications Supervisor, (Project Manager), no later than 11:00 a.m., December 27, 2001. No faxes or emails will be accepted.

The outside of the envelope shall plainly identify the subject of the Proposal, the opening date, and the RFP number.

Metro reserves the opportunity to negotiate price, terms, and conditions with the successful Proposer.

COSTS INCURRED BY PROPOSER

This Invitation to Propose does not commit Metro to pay any costs incurred by any Proposer in the submission of a proposal or in making necessary studies or designs for the preparation thereof, or for procuring or contracting for the items to be furnished under the invitation to propose.

ERRORS/OMISSIONS

Any Proposal may be deemed non-responsive by the Procurement Officer if it is: Not on the Proposal forms provided; contains errors or omissions, erasures, alterations, or additions of any kind; proposes prices which are unsolicited or obviously unbalanced; or not in complete conformance with any and all conditions of the proposal documents.

ADDENDA TO PLANS OR SPECIFICATIONS

Requests for additional information or interpretation of the contract documents shall be delivered to the Project Manager, in writing, at least five (5) business days prior to the Proposal opening date and time. If, in the opinion of the Project Manager, the Proposers need additional information or interpretation, an addendum will be issued to all known specification holders. The provisions of any written addenda issued by the Procurement Officer or Project Manager at least seventy-two (72) hours prior to the Proposal opening date and time shall be binding upon the Proposers, and failure of a Proposer to obtain such addenda shall not excuse compliance therewith by the successful proposer.

MODIFICATION OF PROPOSER

An offer to modify the proposal, which is received from the successful Proposer after award of contract, which makes the terms of the Proposal more favorable or advantageous to Metro, will be considered, and may thereafter be accepted. To be effective, every modification must be made in writing over the signature of the Proposer.

LATE PROPOSAL

Proposals received after the scheduled closing time for filing Proposals will be returned to the Proposer unopened, unless such closing time is extended by Metro.

EXECUTION

Each Proposal shall give the Proposer's full business address and bear its legal signature.

Proposals by partnerships must list the full name of all partners and be signed by a partner or agent authorized to execute the contract on behalf of the partnership and identified by printed name and title.

Proposals by corporations must bear the legal name of the corporation, the name of the state of incorporation, and the signature of the officer or agent authorized to legally bind the corporation.

Upon request by Metro, satisfactory evidence of the authority of the partner or officer shall be furnished.

If an agent who is not an officer of the corporation or a member of the partnership signs the Proposal, a notarized Power of Attorney must be on file with Metro prior to the opening of Proposals or be submitted with the Proposal. Without such notice of authority, the Proposal shall be considered improperly executed, defective and therefore non-responsive.

A Proposal submitted by a joint venture must include a certified copy of the terms and conditions of the agreement creating the joint venture.

EXAMINATION OF PLANS, SPECIFICATIONS, AND SITE OF WORK

It is understood that the Proposer, before submitting a Proposal, has made a careful examination of the plans, specifications, and contract; that it has fully informed itself as to the quality and quantity of materials and the character of the work required.

COMPLIANCE

Each Proposer shall inform itself of, and the Proposer awarded a contract shall comply with, federal, state, and local laws, statutes, and ordinances relative to the execution of the work. This requirement includes, but is not limited to, nondiscrimination in the employment of labor, protection of public and employee safety and health, environmental protection, waste reduction and recycling, the protection of natural resources, fire protection, burning and non-burning requirements, permits, fees and similar subjects.

EQUAL EMPLOYMENT OPPORTUNITY

During the performance of the contract, the Contractor agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex or national origin.

PERMITS AND LICENSES

Each Proposer shall obtain and include in their Proposal the cost for all permits and licenses that may be required to perform the contract.

CONFLICT OF INTEREST

A Proposer filing a proposal thereby certifies that no officer, agent, or employee of Metro or Metro has a pecuniary interest in this Proposal or has participated in contract negotiations on behalf of Metro; that the proposal is made in good faith without fraud, collusion, or connection of any kind with any other Proposer for the same call for Proposals; the Proposer is competing solely in its own behalf without connection with, or obligation to, any undisclosed person or firm.

IMMATERIAL VARIANCES

Metro reserves the right to determine whether equipment or materials that comply substantially in quality and performance with the specifications are acceptable to Metro, and whether any variance listed by the Proposer in a proposal is material or immaterial.

LATEST MODEL

Parts and materials must be new, of latest model, of current date, and meet specifications. This provision excludes all surplus, remanufactured, and used products, unless such material is proposed in lieu of items specified.

"OR APPROVED EQUAL" CLAUSE

In order to establish a basis of quality, certain processes, types of machinery and equipment, or kinds of materials may be specified, either by description of process or by designating a manufacturer by name and referring to their brand or product designation, or by specifying a kind of material. It is not the intent of these specifications to exclude other processes, equipment, or materials of equal value, utility or merit.

Whenever a process is designated or a manufacturer's name, brand, or product is described, it shall be understood that the words, "or approved equal" follow such name, designation, or description, whether in fact they do so or not.

If a Proposer proposes to furnish an item, process or material that it claims to be of equal utility to the one designated, then:

- 1. Proposer shall submit to Metro, in care of the Project Manager, a written statement describing it together with supporting data and details sufficient to permit Metro to evaluate the same, five (5) business days prior to the Proposal opening date and time.
 - If the product contains chemical properties, the relevant Material Safety Data Sheets (MSDS) shall be included to document all health and physical hazards, chemical ingredients, exposure limits, personal protective equipment for handling and use, and emergency procedures in response to unanticipated spills or environmental release.
- 2. Metro may require demonstration, additional tests, and additional data, all to be supplied at the expense of the Proposer.
- 3. If Metro determines that the proposed item, material or process is of equal value, utility or merit, the Project Manager shall notify all potential Proposers of record by issuance of an addendum at least seventy two (72) hours prior to the Proposal opening date and time.

RECYCLABLE PRODUCTS

Vendors shall use recyclable products to the maximum extent economically feasible in the performance of the work set forth in this contract document.

RECYCLED PRODUCTS AS PROPOSAL ITEMS

Oregon Law (ORS 279-570) requires Metro and all public agencies to give preference to materials and supplies manufactured from recycled materials.

All Proposers are therefore required to specify the exact or minimum percentage of recycled paper and fiber type in all paper products or recycled content in all

other products offered, plus both the post-consumer and secondary waste content of the products offered.

Only Proposals submitted with such information shall receive preferential consideration and post Proposal declaration or discovery shall not be allowed.

Definitions of "recycled product," "post-consumer" and "secondary" waste material and other explanatory notes are included in Chapter 385 and available from the Metro Contract Management Division at (503) 797-1613.

QUANTITIES

Metro makes no guarantees as to the exact quantities to be purchased. The figures provided are intended merely as guides and Proposers are warned not to construe them as a guarantee to purchase any amount.

Payment will be made only for quantities actually ordered, delivered, and accepted whether greater or less than the stated amounts.

TERMS

A Proposal may be rejected if it requires payment in less than thirty (30) calendar days after delivery or if it requires payment, in whole or in part, prior to delivery.

PRICES

All prices submitted shall be firm during the contract period. If unit prices are requested, they should be provided for each unit on which there is a Proposal. In case of mistake in extension of price, unit prices shall govern. All prices shall be F.O.B. the destination designated by Metro.

WARRANTY/GUARANTY

Each Proposal for the furnishing of materials and equipment shall provide an explanation of both the Proposer and manufacturer's warranties on materials and workmanship.

Every Proposal shall indicate any warranty costs to Metro, including but not limited to, all parts, labor, and shipping costs required for compliance with any specific requirement(s) contained in the special conditions.

SERVICE

Each Proposer shall furnish detailed information on any service facilities, locations, and procedures as well as information on any maintenance agreements or contracts available to Metro.

DELIVERY

Each Proposer shall provide a delivery schedule for each item offered. The successful Proposer shall notify Metro, in writing, within five (5) business days of order if delivery cannot be completed as proposed and required.

Upon receipt of such notice from the successful Proposer, Metro reserves the right to cancel the order and make the purchase from the second, most advantageous proposal from a responsible Proposer.

If Metro does not elect to cancel the contract initially, subsequent failure to meet the then current delivery requirement does not foreclose Metro's option for later cancellation.

RESIDENT/NON-RESIDENT PROPOSER

Oregon law requires Metro, in determining the lowest responsive Proposer, to add a percent increase on the Proposal of a non-resident Proposer equal to the percent, if any, of the preference given to that Proposer in the state in which that Proposer resides. Therefore, each Proposer must indicate whether it is a resident or non-resident Proposer. A resident Proposer is a Proposer that has paid unemployment taxes or income taxes in the state of Oregon during the twelve (12) months immediately preceding submission of this Proposal, has a business address in Oregon, and has stated in its Proposal that it is a "resident Proposer."

BASIS OF AWARD

The award shall be made to the responsible Proposer(s) submitting the most responsive Proposal to Metro. Any determination of the responsible Proposer(s) submitting the most advantageous Proposal and the award are subject to review and determination by the Metro Legal Counsel as to legal sufficiency of any Proposal submitted. Metro reserves the right to reject any and/or all Proposals in whole or in part, and to waive irregularities not affecting substantial rights.

GENERAL CONDITIONS

NOTICE OF AWARD

Within 20 calendar days after the opening of Proposals, Metro will accept one of the Proposals, or combination of Proposals, or reject all Proposals in accordance with the Basis of Award. The acceptance of the Proposal will be by written Notice of Award, mailed or delivered to the office designated in the Proposal. The Notice of Award shall not entitle the party to whom it is delivered to any rights whatsoever.

CONTRACT

Within 10 business days of receipt of the contract from Metro, the Successful Proposer shall sign and deliver the Contract to Metro.

WORKERS' COMPENSATION

The Contractor, and subsequent subcontractors and suppliers performing work pursuant to this contract shall provide Workers' Compensation benefits as required by and in accordance with all applicable state and federal laws.

NOTICE OF ASSIGNMENT

Metro will not recognize any assignment or transfer of any interest in this contract without written notice to the Procurement Officer by the new vendor.

DELIVERY TIMES

The Contractor shall deliver on business days between the hours of 8:00 a.m. and 5:00 p.m. Unloading must be completed by 5:00 p.m. unless approved in advance by Metro. Requests for such approval must be received by Metro at least three (3) days prior to delivery. Contractor shall assume all risk of deliveries made during hours beyond those listed above.

FAILURE TO PERFORM

Should the Contractor fail to meet the agreed upon delivery schedule, thereby making it necessary for Metro to purchase urgently-needed items from another source, the Proposer shall pay the difference between the accepted Proposal price and the purchase price or accept an offset against any monies then owed by Metro.

PATENTS

The Contractor agrees to protect, to defend (if Metro requests) and save the agency harmless against any demand for payment for wrongful or unauthorized use of any patented material, process, article, or device that may enter into manufacture, construction, or forms a part of the work covered by this contract.

INVOICES

Invoices shall be prepared and submitted unless otherwise specified. Invoices shall contain the following information: Contract or Purchase Order numbers (if any), item numbers, description of supplies or services, sizes, quantities, unit prices and extended totals. Invoice should also state name of the unit or department to which the merchandise was shipped or delivered.

LAW OF STATE OF OREGON

This contract is entered into within the state of Oregon, and the law of said State, whether substantive or procedural, shall apply and be followed with respect to this contract.

SPECIAL CONDITIONS

MINORITY, ESB AND WOMEN-OWNED BUSINESS PROGRAM

In the event that any subcontracts are to be utilized in the performance of this agreement, the Proposer's attention is directed to Metro Code Section 2.04.100.

Copies of that document are available from the Contract Management Division, Metro Regional Center, 600 NE Grand Avenue, Portland, OR 97232 or by calling (503) 797-1816.

SCOPE OF WORK

RDBMS Request for Proposals

Background

Metro began the implementation of the PeopleSoft system for its Financials and HRMS uses in 1996. At the time the project was originally put into operation, Informix was chosen as the database platform because of its technological strengths, its compatibility with PeopleSoft, and its cost.

Metro has had two corporate databases for over five years, the other being Oracle. Oracle is used to support the Geographic Information Systems with a 25-user database. The decision to replace Informix for PeopleSoft is based on the market forces consolidating Informix with IBM, and the declining market and PeopleSoft support in the government sector for Informix.

It is important that the vendor community recognize the options available to Metro in this endeavor. Selection of one particular vendor will move Metro to a single corporate database, thus developing significant attractive changes in staffing, support, and organization continuity. Selection of a competing major database that continues the dual corporate database approach is equally attractive when that product gives Metro a stable, low overhead approach to managing its data in the financial and human resource systems.

Metro's decision to replace our current database supporting PeopleSoft will be made based on the best solution for Metro with all factors included in the evaluation.

Current Environment

Our existing PeopleSoft environment includes a HP 9000 K460 using 2/180 MHz PA 8000 processors with 2MB cache. We have 2GB RAM and 30 GB hard disk space. Our operating system is HP UX 11.0. We run both the HRMS and Finance databases from this system. We have four instances configured. This includes one for Finance production, one for HR Production, one for testing, and a fourth for training. Our Informix licenses are split into two categories. We have 70 user licenses and 5 developer licenses.

Project Description

Metro plans to migrate its PeopleSoft software to a new database platform in a four-phased plan.

The first phase will include the migration of HRMS to a new database. We plan to install the new database onto a new server which will act as the database/application server for the HRMS system. Planned server

- configuration will include 2 processors. We intend to utilize the PeopleSoft e-applications. The migration is expected to begin in the first quarter of 2002.
- ➤ We will then perform the upgrade to PeopleSoft HRMS 8.3. We hope to complete this upgrade by the end of Q4 of 2002.
- ➤ In Q4 2002, we will be ready to begin migration of the Finance database. The migration of the database will take place on the existing HP9000 server.
- > Finally, we plan to upgrade our PeopleSoft Finance system to 8.4.

Project Scope

Metro is seeking proposals for a supported, PeopleSoft certified relational database management system. This will include a database for both our HRMS and Finance systems. Each proposal should include installation of the database on our hardware. Hardware will be selected later and is not a part of this proposal. All proposals must meet the minimum requirements to be considered.

Evaluation Criteria

Proposals received that conform to the proposal instructions will be evaluated. The evaluation will take place using the evaluation criteria identified in the following section. Interviews may be requested prior to final selection of one firm.

Only proposals for a database server designated as "Supported" by PeopleSoft will be evaluate and subjected to the following evaluation criteria. All other proposals will be rejected.

30% Cost. This includes:

- Initial Purchase price
- > Trade-in value for current database package, including licenses
- > 5 year cost of ownership including maintenance and upgrades
- Whether cost of system is commensurate with quality of goods and services provided.
- Purchase price of hardware capable of supporting database, including possible use of existing Metro hardware.
- Installation and testing of database for HRMS, and Finance, to be completed at a later time according to the estimated conversion schedule
- Training

40% Suitability to Metro. This includes:

- > System Performance
- Data Integrity
- Administrative tools
- Security
- Ability to support Metro's Business Plan

30% Support. This includes:

- > Vendor Support
- > Support from PeopleSoft
- Stability of the Database Provider in the Industry
- > Market share of Database within PeopleSoft
- > Market share for PeopleSoft in government use
- Suitable statement of business plan for the database and projections for new installations.

The following pages are to be submitted with the Vendor's response to this RFP.

Vendor Name	
DATABASE SYSTEM PROPOSAL	

Requirements

Each proposal will be evaluated on the following criteria. Attach additional detail where needed. Rate each on a scale of 1-5, where:

- 1 = Product does not comply with requirement
- 2 = Product complies partially but requires additional product, third party, or custom solution (specify product, solution, and cost)
- 3 = Product Complies partially with requirement or product complies with requirement, but necessitates a third party, or custom solution (include footnotes and cost on any additional products of services needed to comply)
- 4 = Product complies fully with requirements, but requires additional products (specify products and cost)
- 5 = Product complies fully with requirement

VENDOR RESPONSES

Minimum Requirements

The rest of the re		Table 1			165
Version of software proposed is compatible with PeopleSoft HRMS 7.51*		[]	11		
Version of software proposed is compatible with PeopleSoft HRMS 8.3*	[]	[]			
Version of software proposed is compatible with PeopleSoft Finance 7.02*	[]		[]	[]	[]
Version of software proposed is compatible with PeopleSoft Finance 8.4*		Ш			

^{*}System requirements described in supplied minimum system requirements documentation

Cost

	a year	in a lamb of			259
Proposal includes trade-in credit for Informix licenses for both the HRMS and		[]	[]	[]	
Finance systems. Offers are good through the migration of Finance database					
(estimated Q1 2003)					
List minimum and optimal hardware/ OS system requirements	[]	[]	[]	[]	
Proposed system will work with existing HP 9000 server					
System proposed includes existing server, web server access, and proposed	[1]	[]	Ш.		\Box

server running an unlimited number of processes and user sessions.					
Proposal includes licenses for workstation clients	[]	[]	[]	[]	[]
All upgrades are included in the purchase and maintenance costs	[]		[]		[]
All help desk support is available 24 hours a day- 7 days per week		[]	[]	[]	

(See Schedule of Costs, training and installation documentation)

- Describe the minimum and optimal hardware/operating system requirements needed to run PeopleSoft on the proposed system.
- Include an estimate of the prices of hardware with recommended systems.
- Will our existing hardware work with the proposed system?
 - If yes, describe how it would work.
 - If no, will it work with some modifications? If yes, explain what changes to our server would be necessary, and at what cost. Would you recommend this configuration?

Suitability to Metro

Bulationity to Wicho					
Database software is capable of being configured to utilize 4k page		[]	[]		
RDBMS has recovery and rollback / roll forward capabilities	Ī Ì	ΙÌ	Ei	Ιί	[]
Tools provide automatic recovery on detection of errors.	II	ΙÌ		ΙÌ	[]
Proposal includes dynamic, graphical tools to monitor active processes	[]	[]	[]	[]	[]
in the instance and how many resources (I/O, CPU) are consumed by	` `	` •	` `	` '	'
each process.	<u></u>				
System includes dynamic, graphical tools to monitor physical and	[]	[]	[]	[]	
virtual processor activities					
Dynamic, graphical tools included to monitor disk I/O activity by	[]	[]	[]	[]	
instance and table spaces		<u> </u>			
Product includes dynamic, graphical tool to monitor individual				[]	[]
processes status, including select, insert, update, delete, etc					
Proposal includes disk space / table space management tool					
System includes database backup and recovery utility	\square	Ш		[]	[]
Includes tool to check and repair integrity and aging problems of DB	[]	[]			[]
table spaces and indices					
Includes Database log management tools	П				
Tool to monitor Database status included			Π		
Includes performance monitoring and tuning tools	11	ÌП.	$\overline{\Pi}$		
SQL optimizer tracking tool included					[]
GUI SQL developer tool provided					Ī]
Performance Management tools included for monitoring the growth of	[]			[]	
the database structure, and for its reorganization or optimization?					
Database management system provides tools which allow for				[]	[]
continuous and automatic auditing and tracking of changes to the			' '		
databases.	<u> </u>	<u></u>			
Tools provided allow automatic recovery on detection of errors		Π			
System has the capability to flag errors, isolate them, and recover or		[]	T[]		[]
abort the database without intervention		ļ			
Database management tools have the capability to page or email DBA	[]		Π		[]
in the event of an error.					
System provides full recovery capabilities up to the moment of	[]	[]		[]	[]
disruption of services.	<u> </u>	L			
System must create files that trace transaction and online activity and	[]			[]	[]
is able to apply them automatically with recovery utilities.	L				
Online and offline backup and recovery capabilities are required.				Π	
The database management system includes tools to check the		\prod			

integrity of the database with feature to correct common integrity		Γ	T		
flaws such as duplicate indices.					
Archiving utilities for both tape and disk backup are included.		TT.	[]	[]	[]
Utilities provided allow for hot fix to databases	[]	Ιī	ΙΠ	[]	Ϊij
Tools included allow for design and restructuring of database	[]	[]	Ιī	[]	ΪΪ
Includes utilities to convert databases from flat files and other common database structures		[]	[]	[]	[]
		ĪΪ	11	11	\Box

- Provide benchmarking results on PeopleSoft software with similar system setups stating the number of transactions per minute.
- Provide similar documentation when accessing data through Web Logic or Apache.
- Describe the architectural features of the database management system that are of particular benefit in an I/O intensive transaction processing environment.
- Describe the database system's security infrastructure. How is the database protected when access is given over the Web?
- The database management system must provide mechanisms for protecting tables and records from inadvertent or unauthorized use or deletion. Explain how the proposed system accomplishes this?
- Describe the database system structure and explain how master database files could be corrupted and/or repaired.
- Describe the extent to which the provided tools repair a damaged database.
- Currently, Metro's policy is to backup the application databases daily for offsite storage. Describe the process for taking hot and cold backups backing up files, or transaction pre-images and/or any other files required for a full backup and he number of tapes involved.
- Provide description of on-line vs. off-line maintenance.
- Provide an outline of the database management scheme.
- Describe the estimated number of hour per week to manage databases with the same size and complexity found at Metro. What is the downtime estimated for tasks that cannot be run online.
- What are the tools provided in the vendor's proposal for automation of managed tasks. Describe what other add-on tools exist to manage routine and non-routine administrative tasks?

- Explain how queries can be optimized in the database management system.
- Explain the process and tools provided for incremental backups.
- Describe in detail the tools provided to monitor and tune the database performance. If add-on or third party tools are available, provide a description of tools and the cost associated.

Support

				1	1	35
24hr, 7-day a week, hot line support					[]	
800 number available for support			$\overline{[]}$	\Box	[]	
Guaranteed response time			[]		[]	
Means of elevating a call's priority to emergency status		T	$\overline{11}$			
All upgrades are included in the purchase and maintenance costs			$\overline{\Box}$			
Web site available with downloadable patches	[]	T		1[]		
Helpdesk calls can be placed and tracked on vendor web site				T[]		
Searchable database available to research system bugs and fixes.			$\overline{\Pi}$	111		111

- Describe level of support provided with proposed system. Is this the highest level of support? If not, explain and document levels and cost of support services.
- What has been the historical schedule of major and minor upgrades?
- How often are patches and fixes provided? What is the database provider's policy regarding the release of patches and fixes? Through what media are new releases and patches provided?
- How many previous releases are supported via hot line, updated written documentation, etc.?
- How long is warranty and support provided for proposed release of software?
 When does the warranty period start? This is needed for both the HRMS and Finance migrations.
- What is your typical support life-cycle?

Schedule

Following is a suggested timeline for each of the phases of the overall migration and upgrade projects.

्रा अभिने	92.04.200	्रे योग	02 2003
Migrate HRMS database from Informix IDS 7.31.uc2	Upgrade HRMS from PeopleSoft 7.51 to 8.3	Migrate Finance Database From Informix IDS 7.31.uc2	Upgrade Finance from 7.02 to 8.4

Schedule of Events

	<u></u>
#Next 1	
RFP Released	November 30, 2001
Questions Received	December 14
Questions Answered	December 19
Proposals Received	December 27
Vendor(s) Selected	January 16, 2002

Minimum System Requirements

Certified Peopletools version by OS and DB versions

HAT WATTER	DAS VSection	Maritification (Palatelese)	र्रोति हैं के बिल्डियों के विकास कर के	विद्यालका के प्रविद्याल
Intel PC	Windows 2000	DB2	DB2 UDB 7.1	7.61
Sun Ultra Sparc	Solaris 8	DB2	DB2 UDB 7.2	8.15
Sun Ultra Sparc	Solaris 7	DB2	DB2 UDB 7.1	7.61
Sun Ultra Sparc	Solaris 7	DB2	DB2 UDB 7.1	8.02
Intel PC	Windows 2000	DB2	DB2 UDB 7.2	8.15
Any UNIX	Any UNIX	DB2	DB2 UDB 7.2	8.15
Intel PC	Windows NT 4.0	MS SQL Server 7.0	MS SQL Server 7.0/E SP2	7.07
Intel PC	Windows NT 4.0	MS SQL Server 7.0	MS SQL Server 7.0/E SP2	8.10
Intel PC	Windows NT 4.0	MS SQL Server 7.0	MS SQL Server 7.0/E SP2	7.61
Intel PC	Windows 2000	MS SQL Server 2000	MS SQL Server 2000 SP1	7.07
Intel PC	Windows 2000	MS SQL Server 2000	MS SQL Server 2000	7.61
Intel PC	Windows 2000	MS SQL Server 2000	MS SQL Server 2000	8.15
HP-9000 8xx	HP_UX 11	ORACLE 8.1.7	ORACLE 8.1.7.2.1	7.07
HP-9000 8xx	HP_UX 11	ORACLE 8.1.7	ORACLE 8.1.7.2.1	8.15
HP-9000 8xx	HP_UX 11	ORACLE 8.1.7	ORACLE 8.1.7.2.1	7.61
HP-9000 8xx	HP_UX 11	ORACLE 8.1.7	ORACLE 8.1.7.2.1	7.61
Sun Ultra Sparc	Solaris 8	ORACLE 8.1.7	ORACLE 8.1.7.2.0	8.15
Sun Ultra Sparc	Solaris 2.6	ORACLE 8.1.7	ORACLE 8.1.7.2.0	7.07
Sun Ultra Sparc	Solaris 8	ORACLE 8.1.7	ORACLE 8.1.7.2.1	7.61
Compaq Alpha	Tru64 UNIX 4.0	ORACLE 8.1.7	ORACLE 8.1.7.2.1	7.61
Compaq Alpha	Tru64 UNIX 5.1	ORACLE 8.1.7	ORACLE 8.1.7.2.1	8.15
HP-9000 8xx	HP_UX 11	Informix 7.3x	Informix 7.31.uc2	7.07
HP-9000 8xx	HP_UX 11	Informix 9.2x	Informix 9.21.HC3	8.15
Any UNIX	Any UNIX	Informix 7.3x	Informix 7.31.uc2	7.61
Sun Ultra Sparc	Solaris 2.6	Informix 7.3x	Informix 7.31.uc2	7.61
Sun Ultra Sparc	Solaris 7	Informix 9.2x	Informix 9.21.UC3	8.15
Intel PC	Windows 2000	Informix	Informix Windows 2000	8.15
Intel PC	Windows NT 4.0	Informix	Informix Windows NT 4.0	7.61
				
HP-9000 8xx	HP_UX 11	Sybase	Sybase 11.9.1 SWR 7973	7.07
Sun Ultra Sparc	Solaris 2.5.1	Sybase	Sybase 11.9	7.61
Intel PC	Windows 2000	Sybase	Sybase Windows 2000	7.61
Compaq Alpha	Tru64 UNIX 4.0	Sybase	Sybase 11.9.1 SWR 7971	7.61
HP-9000 8xx	HP_UX 11	Sybase	Sybase 12.0.0.1 SWR 9266 ESD 3	8.15
Sun Ultra Sparc	Solaris 7	Sybase	Sybase 12.0.0.1 SWR 9264 ESD 3	8.15
Intel PC	Windows 2000	Sybase	Sybase Windows 2000	8.15
Compaq Alpha Tru64 UNIX 5.1 Sybase		Sybase 12.0.0.1 SWR 9270 ESD 3 8.15		

Vendor Name	
Database System Proposal	
Database Operating Environment Cost	

First year is counted from the date of installation of the product.

System (6)	तभागितात्म मिन्द्रिक्ष	The western	State Production	2 2 Mezer	े के ^{के} र 'स्कार	4 ⁽¹⁾ 3 (1 5) 510	Tokal Pola [1]
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Footnotes: Explanation of cost item as needed Cost Factors:

Metro Database System Project Proposed Training

Attach a catalog of available training opportunities immediately following this form. The catalogs will provide course descriptions, prerequisites, schedules, and prices.

1. Use the following table to note the number of training units that are provided without cost as part of the initial purchase of the related product. Describe the units used (e.g. hour of training, classes, etc...)

्री १४६४७] ३(६) ३	Tenning Cons	Description of Femilia.
Database Administration t	asks	
Installing new DBMS		
Design and create new		
database		
Backup and Recovery		
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management	NATURAL DESCRIPTION OF THE PROPERTY OF THE PRO	
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Metro Database System Project Proposed Installation Services

- 1. Describe the deliverables of the installation project.
- 2. Provide a day-by-day schedule by which the deliverables stated above will be provided.
- 3. Provide a description of the company responsible for system integration in this project. Include information including date founded, location, number of employees, and lines of business.
- 4. Use the following table to list key staff to be assigned to this project. Follow this form with the resumes of the staff members listed.

Name	Role	Representing		
		1		

5.	Provide the following information for at least three references where the
	proposed project manager has provided services similar to those proposed.

Contact Name		
Title	VALUE OF THE PARTY	
Company name	 	
City, State		, , , , , , , , , , , , , , , , , , ,
Year of Project		
Telephone Number		
Description of Project-		
Contact Name	 	
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NOTICE TO ALL PROPOSERS

The public contract included herein is a standard agreement approved for use by Metro's General Counsel. This is the contract the successful proposer will enter into with Metro; it is included for your review prior to submitting a proposal.

ATTACHMENT A To Standard RFP

SAMPLE - STANDARD PUBLIC CONTRACT

CONTRACT NO.			
PUBLIC CONTRACT			
THIS Contract is entered into between Metro, a metropolitan service district organized under the laws of the State of Oregon and the Metro Charter, whose address is 600 N.E. Grand Avenue, Portland, Oregon 97232-2736, and			
, whose address is hereinafter			
referred to as the "CONTRACTOR."			
THE PARTIES AGREE AS FOLLOWS:			
ARTICLE I SCOPE OF WORK			
CONTRACTOR shall perform the work and/or deliver to METRO the goods described in the Scope of Work All services and goods shall be of good quality and, otherwise, in accordance with the Scope of Work.			
ARTICLE II TERM OF CONTRACT			
The term of this Contract shall be for the period commencing, 20, through and including, 20, hereafter referred to as Contract Time.			
ARTICLE III CONTRACT SUM AND TERMS OF PAYMENT			
METRO shall compensate the CONTRACTOR for work performed and/or			

ARTICLE IV LIABILITY AND INDEMNITY

CONTRACTOR is an independent contractor and assumes full responsibility for the content of its work and performance of CONTRACTOR's

goods supplied as described in the Scope of Work. METRO shall not be responsible for payment of any materials, expenses or costs other than those

which are specifically included in the Scope of Work.

labor, and assumes full responsibility for all liability for bodily injury or physical damage to person or property arising out of or related to this Contract, and shall indemnify, defend and hold harmless METRO, its agents and employees, from any and all claims, demands, damages, actions, losses, and expenses, including attorney's fees, arising out of or in any way connected with its performance of this Contract. CONTRACTOR is solely responsible for paying CONTRACTOR's subcontractors and nothing contained herein shall create or be construed to create any contractual relationship between any subcontractor(s) and METRO.

ARTICLE V TERMINATION

METRO may terminate this Contract upon giving CONTRACTOR seven (7) days written notice. In the event of termination, CONTRACTOR shall be entitled to payment for work performed to the date of termination. METRO shall not be liable for indirect or consequential damages. Termination by METRO will not waive any claim or remedies it may have against CONTRACTOR.

ARTICLE VI

CONTRACTOR shall purchase and maintain at CONTRACTOR'S expense, the following types of insurance covering the CONTRACTOR, its employees and agents.

- A. Broad form comprehensive general liability insurance covering personal injury, property damage, and bodily injury with automatic coverage for premises and operation and product liability. The policy must be endorsed with contractual liability coverage.
- B. Automobile bodily injury and property damage liability insurance. Insurance coverage shall be a minimum of \$500,000 per occurrence. If coverage is written with an aggregate limit, the aggregate limit shall not be less than \$1,000,000. METRO, its elected officials, departments, employees, and agents shall be named as an ADDITIONAL INSURED. Notice of any material change or policy cancellation shall be provided to METRO thirty (30) days prior to the change.

This insurance as well as all workers' compensation coverage for compliance with ORS 656.017 must cover CONTRACTOR'S operations under this Contract, whether such operations be by CONTRACTOR or by any subcontractor or anyone directly or indirectly employed by either of them.

CONTRACTOR shall provide METRO with a certificate of insurance complying with this article and naming METRO as an additional insured within

fifteen (15) days of execution of this Contract or twenty-four (24) hours before services under this Contract commence, whichever date is earlier.

CONTRACTOR shall not be required to provide the liability insurance described in this Article only if an express exclusion relieving CONTRACTOR of this requirement is contained in the Scope of Work.

ARTICLE VII PUBLIC CONTRACTS

All applicable provisions of ORS chapters 187 and 279, and all other terms and conditions necessary to be inserted into public contracts in the State of Oregon, are hereby incorporated as if such provision were a part of this Agreement, including, but not limited to, ORS 279.310 to 279.320. Specifically, it is a condition of this contract that Contractor and all employers working under this Agreement are subject employers that will comply with ORS 656.017 as required by 1989 Oregon Laws, Chapter 684.

For public work subject to ORS 279.348 to 279.365, the Contractor shall pay prevailing wages and shall pay an administrative fee to the Bureau of Labor and Industries pursuant to the administrative rules established by the Commissioner of Labor and Industries. Contractors must promptly pay, as due, all persons supplying to such contractor labor or material used in this contract. If the contractor or first-tier subcontractor fails, neglects, or refuses to make payment to a person furnishing labor or materials in connection with the public contract for a public improvement within 30 days after receipt of payment from the public contracting agency or a contractor, the contractor or first-tier subcontractor shall owe the person the amount due plus shall pay interest in accordance with ORS 279.314. If the contractor or first-tier subcontractor fails. neglects, or refuses to make payment the person may file a complaint with the Construction Contractors Board unless due to a good faith dispute as defined by ORS 297.445. Contractor must pay any and all contributions and amounts due to the Industrial Accident Fund from contractor or subcontractor and incurred in the performance of the contract. No liens or claims are permitted to be filed against Metro on account of any labor or material furnished. Contractors are required to pay the Department of Revenue all sums withheld from employees pursuant to OR 316.167.

For public improvement work all contractors must demonstrate that an employee drug-testing program is in place.

ARTICLE VIII
ATTORNEY'S FEES

In the event of any litigation concerning this Contract, the prevailing party shall be entitled to reasonable attorney's fees and court costs, including fees and costs on appeal to any appellate courts.

ARTICLE IX QUALITY OF GOODS AND SERVICES

Unless otherwise specified, all materials shall be new and both workmanship and materials shall be of the highest quality. All workers and subcontractors shall be skilled in their trades. CONTRACTOR guarantees all work against defects in material or workmanship for a period of one (1) year from the date of acceptance or final payment by METRO, whichever is later. All guarantees and warranties of goods furnished to CONTRACTOR or subcontractors by any manufacturer or supplier shall be deemed to run to the benefit of METRO.

ARTICLE X OWNERSHIP OF DOCUMENTS

All documents of any nature including, but not limited to, reports, drawings, works of art and photographs, produced by CONTRACTOR pursuant to this agreement are the property of METRO and it is agreed by the parties hereto that such documents are works made for hire. CONTRACTOR does hereby convey, transfer and grant to METRO all rights of reproduction and the copyright to all such documents.

ARTICLE XI SUBCONTRACTORS

CONTRACTOR shall contact METRO prior to negotiating any subcontracts and CONTRACTOR shall obtain approval from METRO before entering into any subcontracts for the performance of any of the services and/or supply of any of the goods covered by this Contract.

METRO reserves the right to reasonably reject any subcontractor or supplier and no increase in the CONTRACTOR's compensation shall result thereby. All subcontracts related to this Contract shall include the terms and conditions of this agreement. CONTRACTOR shall be fully responsible for all of its subcontractors as provided in Article IV.

ARTICLE XII RIGHT TO WITHHOLD PAYMENTS

METRO shall have the right to withhold from payments due CONTRACTOR such sums as necessary, in METRO's sole opinion, to protect METRO against any loss, damage or claim which may result from

CONTRACTOR's performance or failure to perform under this agreement or the failure of CONTRACTOR to make proper payment to any suppliers or subcontractors.

If a liquidated damages provision is contained in the Scope of Work and if CONTRACTOR has, in METRO's opinion, violated that provision, METRO shall have the right to withhold from payments due CONTRACTOR such sums as shall satisfy that provision. All sums withheld by METRO under this Article shall become the property of METRO and CONTRACTOR shall have no right to such sums to the extent that CONTRACTOR has breached this Contract.

Time is of the essence in this Contract. Metro and Contractor understand and agree that Metro will be damaged if Contractor fails to substantially complete the Work within the Contract Time, and that Metro will be vulnerable to further damages if Metro is obligated to continue paying Contractor for work performed after the Contract Time has expired. It is therefore agreed that after the Contract Time, Metro may adjust its payments to Contractor by any combination of the following: (1) making no further payments to Contractor until the Work is substantially complete, (2) paying the Subcontractor costs incurred by Contractor without any overhead, profit or fee of any kind going to Contractor, and/or (3) by collection of liquidated damages in the amount of five hundred dollars (\$500.00) per day. Permitting Contractor to continue and finish the work or any part thereof after the Contract Time has expired shall in no way operate as a waiver on the part of Metro of any of its rights under this subparagraph or the balance of the Contract Documents.

Payment of adjusted payments shall not release Contractor from obligations in respect to the complete performance of the Work, nor shall the payment of such adjusted payments constitute a waiver of Metro's right to collect any additional adjusted payments which it may sustain by failure of Contractor to fully perform the Work, it being the intent of the parties that the aforesaid adjusted payments be full and complete payment only for failure of Contractor to complete the Work on time. Metro expressly reserves the right to make claims for any and all other damages with Metro may incur due to Contractor's failure to perform in strict accordance with this Contract.

ARTICLE XIII SAFETY

If services of any nature are to be performed pursuant to this agreement, CONTRACTOR shall take all necessary precautions for the safety of employees and others in the vicinity of the services being performed and shall comply with all applicable provisions of federal, state and local safety laws and building codes, including the acquisition of any required permits.

ARTICLE XIV INTEGRATION OF CONTRACT DOCUMENTS

All of the provisions of any these documents including, but not limited to, the Advertisement for Proposals, General and Special Instructions to Proposers, Proposal, Scope of Work, and Specifications which were utilized in conjunction with this Contract are hereby expressly incorporated by reference. Otherwise, this Contract represents the entire and integrated agreement between METRO and CONTRACTOR and supersedes all prior negotiations, representations or agreements, either written or oral. This Contract may be amended only by written instrument signed by both METRO and CONTRACTOR. The laws of the state of Oregon shall govern the construction and interpretation of this Contract.

ARTICLE XV COMPLIANCE

CONTRACTOR shall comply with federal, state, and local laws, statutes, and ordinances relative to the execution of the work. This requirement includes, but is not limited to, non-discrimination, safety and health, environmental protection, waste reduction and recycling, fire protection, permits, fees and similar subjects.

ARTICLE XVI ASSIGNMENT

CONTRACTOR shall not assign any rights or obligations under or arising from this Contract without prior written consent from METRO.

CONTRACTOR NAME	METRO
Ву	Ву
Date	Date

Resolution No. 01-3143, For the Purpose of Authorizing the Executive Officer to Issue an RFP and Award the Resulting Contract for a Database Conversion for enterprise financial and human resources system software.

Date: December 4, 2001

David Biedermann

DESCRIPTION

This resolution would authorize the Executive Officer to proceed with a request-for-proposals for acquisition of a corporate database to replace the existing Informix product that supports the PeopleSoft systems.

Existing Law

The Metro Code, Section 2.04.026 requires approval of all contracts for personal services for a term greater than 12 months and in an amount greater than \$50,000.

The Metro Council identified the funds for these contracts in the Metro Budget as having a "Significant Impact," thereby requiring Council approval prior to release of the Request for Proposals.

Background

Most applications are a combination of a network, an operating system, programming code, and a database. Together those four components work together to deliver the program's functionality and tools to the user. While the program delivers the functionality and tool set to the user, the database is often described as the "engine" of the system. The database manages, accesses, updates, searches, reports and maintains integrity of the data.

While intended for the same purpose, database products are not alike. Software applications are written for the database that maximizes the flexibility and performance of the application. For these reasons, not all software applications can be used with all databases. Applications are customized for each supported database platform.

There are two main types of database products. The first are desktop systems, such as Microsoft Access and Paradox. These are smaller in size and scope and not generally desirable for larger, mission critical systems. The second type of database platform is enterprise databases. These can range from smaller-sized uses, which are sporadically used, to large, critical databases, which are disseminated throughout an organization.

Metro uses a collection of smaller databases and two large-scale database platforms. Of the two large-scale platforms, DRC has developed its systems based on the Oracle database products. The Financial and Human Resource systems of Metro are built on Informix. Protection, management, and performance of the data are responsibilities of the database manager. The differences in the tools used to manage the database along with the differences in the way different database product store, run, and query data requires specialized training on specific database platforms. While the concepts are similar among products, the differences can make installation, maintenance and troubleshooting complicated.

The ideal solution for Metro would be to operate on the same database platform agency wide. This gives us the most flexibility, best economies of scale, and the least amount of support risk. The database managers would be able to assist one another on upgrades and problem solving and would be able to back one another up during vacations and periods of sick leave.

Metro has several challenges with respect to its current database situation. Implementation of a single solution to maximize resources; efficiency and cost; and the ability to support Metro's business plan; are all valid reasons to evaluate our current use of databases. While the agency is faced with a number of challenges, recently we became aware that we have more immediate critical issues.

In May of 2001, PeopleSoft announced a plan to re-evaluate their supported database platforms. Specifically, they are considering discontinuation of support for Informix and Sybase. We've since been told unofficially, that PeopleSoft now plans to drop Informix as one of its supported platforms.

Additionally, this year, PeopleSoft announced that they were partnering with IBM to promote DB2 as their premier database platform. Then in July 2001, Informix sold its database products to IBM. IBM plans to integrate the best features of Informix into its DB2 product while gaining the market share previously enjoyed by Informix. This turn of events puts Informix in danger of being decommissioned by IBM.

Budget Impact

Replacement of the Informix database will require approximately \$100,000 over two years, which includes licenses and consulting assistance to migrate our existing volumes of data to the new database (which includes testing by the users in Administrative Services and Human Resources.) Current funds expended for the Informix product would be redirected to its replacement costs (licenses and maintenance).

Outstanding Questions

There are no unresolved questions.

Executive Officer's Recommendation

Passage of Resolution No. 01-3143