



# Rhode Island Airport Corporation

January 27, 2014

**Addendum No. 001**  
**Request for Proposals, Contract No. 25311**  
**Consultant Services for Oracle R12 Upgrade, Data Conversion and Systems**  
**Integration**

Prospective Proposers and all concerned are hereby notified of the following changes in the Request for Proposals document for the **Consultant Services for Oracle R12 Upgrade, Data Conversion and Systems Integration RFP No. 25311**. These changes shall be incorporated in and shall become an integral part of the contract documents.

**Addendum Item No. 1**

Attachment 'A' will provide potential proposers a listing of questions and their respective answers received prior to the established deadline of January 23, 2014.

This Addendum No. 1 consists of 2 pages.

Nicole Williams  
Controller

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Manager, Finance & Administration

## ATTACHMENT 'A'

### Addendum No. 001

#### Request for Proposals, Contract No. 25311

#### Consultant Services for Oracle R12 Upgrade, Data Conversion and Systems Integration

1. Please clarify RIAC's existing version. **RIAC is currently on version 11.5.10. The issued RFP incorrectly stated the current version was 11.5.1. Additionally, the RFP stated that RIAC planned to upgrade to release 12.1.3. RIAC would consider 12.1.3, or the most recent version if one is available.**
2. Please provide RIAC infrastructure architecture diagram explaining integrations with EBS, OS, Server sizing, VM's & network topology? **Existing and required OS is outlined in the RFP. The database service is 300GB each and the APPS service is 70GB each. Diagrams and topology will be provided to the firm that is awarded the contract. However, all are on the same 10.x.x.x/24 subnet as the clients that connect to them.**
3. Please provide current size of Global Database? **60GB**
4. Is the Disaster recovery / Standby already configured for Global Instance? If yes, then provide the architecture document? **All disaster recovery is performed within VMware vSphere and/or Veeam Backup & Replication.**
5. Please provide a list of the physical sites where the application is used and the number of users per site and clarify? **RIAC has approximately 10 users (FTE's), all located at T.F. Green Airport. It is estimated that at any one time, there are no more than 6 users concurrently using various modules in Oracle. All servers are located inside vSphere at one of two physically separate on-campus datacenters and hot-migrated as necessary between hosts and/or datacenters for load balancing.**
6. Please provide the date from which data will need to be migrated? **RIAC requires data from July 1998 forward.**
7. Is single sign-on implemented? **No. However, this is an option that RIAC may consider in the future and any implementation of this project should be flexible to account for RIAC's future implementation of SSO.**
8. Please describe the workstation environment. **RIAC operates in a Windows 7 environment. Any oracle specific workstation software upgrades or add-ons will need to be provided by and deployed to the workstations by the selected firm in person and on-site.**
9. Can you elaborate further with respect to customization? **RIAC has less than twelve custom reports at this time, of which it is RIAC's hope that the upgrade may cause some of these customizations to be eliminated.**
10. What kind of documentation is available with existing EBS solution in R11? **RIAC will make available any documents related to the existing EBS solution.**
11. Please advise as to responsibility for software licenses? **Vendors should provide licensing in line with GNU Linux or Oracle VMware Appliance licensing agreements.**
12. Please describe how you handle tax within Oracle? **RIAC uses a 3<sup>rd</sup> party for tax processing matters and it is not integrated with Oracle.**

13. Do you use the ADI component for running/extracting data from Global instance? **RIAC uses Web ADI for budgeting, and ADI for journal entry uploading from Excel. We do not use the THEME functionality and we do not use Discoverer.**
14. Please clarify RIAC's legal and operating entity structure? **RIAC uses one (1) set of books, one (1) legal entity, one (1) operating unit and zero (0) inventory organizations. The chart of accounts consists of seven (7) strings.**
15. Can RIAC provide any information with respect to volume by module? **RIAC processes approximately 300 invoices/month, 40 purchase orders/month, and 1,000-1,500 journal lines per month, including the automated postings from accounts payable to ABM.**
16. Can RIAC provide any additional information with respect to the current service contract and the number of internal DBA's on staff that support Oracle? **RIAC does not have any DBA's on staff and has outsourced this support to a third party. This support is for "day-to-day" support for technical and functional support. The current contract does not include any "development" support but RIAC can solicit any additional development efforts under a Task Order. The PSA agreement for this contract allows RIAC the same ability. Service level expectations should be set at 24-48 hours depending on the criticality of the issue, although there may be instances where a turn-around time on any specific issue may warrant an accelerated time-frame. Evenings after 6PM EST and Weekends are rarely used. RIAC typically issues 2-4 tickets a month to the 3<sup>rd</sup> party support team and at present, there are no open tickets.**
17. Please describe RIAC's existing storage systems and disaster recovery mechanisms? **Oracle VM's use VMware .vmdk files. LUNs are Oracle-specific, and carved from an HP Lefthand P4500 iSCSI SAN array. Veeam software is also used and daily back-up at the server level is accomplished using Veeam Backup and Replication with VMWare snapshots.**
18. Please elaborate on the technical architecture? **Oracle has one database server and one application server for production (two servers total for PROD). A mirror of this setup is used for TEST (two servers total for TEST). One additional server is used for 3<sup>rd</sup> Party Apps (e.g. ABM) for a total of five (5) servers in the existing Oracle system. Potential consolidation of servers and/or services may be recommended as part of the respondent's proposal.**
19. What is driving the implementation date in the RFP. **Given the scope of the project RIAC feels the timeline as set out in the RFP is adequate. Additionally, RIAC's fiscal year ends June 30, 2014 and is a primary driver for the implementation schedule.**
20. Please advise if all lines in the insurance section of the RFP are required. **A firm may use the "exceptions to professional services agreement" page to reflect changes a firm may be proposing.**
21. Is remote (offshore) support allowed? **The chosen firm will be responsible for all aspects of the project. Choosing to perform any portion of these tasks from off-site is solely at the discretion of the responding firm. However RIAC and its existing contractor(s) will only be responsible for granting access to its networks, its existing Oracle servers, its VMware Horizon View system, and the portion of the existing VMware vSphere infrastructure necessary for the firm to create new virtual servers.**