

## Addendum to Enterprise Resource Planning RFP

Projected Selection Timeline updated (edits are noted in red)

Owens State Community College publishes RFP	Monday, November 8, 2021
Pre-Proposal Review	Monday, November 15, 2021
Mandatory Intent to Bid notification	Friday, November 19, 2021
Deadline for vendor questions	Monday, November 22, 2021
All responses to vendor questions posted	Friday, December 3, 2021
Deadline for proposal submissions	Thursday, December 30, 2021
Review RFP proposals	Monday, January 3, 2022 Monday, January 24, 2022
Finalists Announced	Wednesday, January 26, 2022
Vendor Demonstrations/Oral Presentations (via video conference)	Monday, February 21, 2022 to Friday, March 11, 2022
Intent to Award Announced	Monday, March 21, 2022

### Institutional Metrics

Academic year 2020-2021 Metrics:	
Credit-based student headcount	11,751
Non-credit based student headcount	4,522
Admissions applications received	12,000
Admissions and recruitment admin users (including continuing ed, corporate, and workforce users)	30
Total number of academic programs offered	92 programs 54 certificates
Total customized training, occupational, and professional classes offered each year	543
Staff headcount (excludes instructional staff)	335 Full-time 38 Part-time
Faculty headcount	114 Full-time 462 Part-time
Student worker headcount	28
International students	128
Headcount of students receiving financial aid	3787
Bulk emails sent	1.1 million
Individual emails sent	1.2 million
Number of expense reports processed	284
Peak login during Fall semester start-up (students, faculty, and staff total)	13,000
Anticipated report designers	15

## Exhibit 18, section 18.3 Implementation Project Teams

- Implementation Project Teams – The following list identifies the project teams identified and will be enhanced/finalized depending on vendor recommendations and the project scope:
  - Finance and Budgeting, including
    - Purchasing, Accounts Payable, and Contracts
    - Student Accounts and non-Student AR
  - Human Resources Personnel Management/Payroll
    - **Recruitment and Onboarding**
    - **Personnel**
    - **Benefits**
    - **Payroll**
  - **Student Administration / Enrollment Services, including**
    - Student Administration / Enrollment Services, including
    - Admissions, Recruitment, Placement
    - Registration, Records, Curriculum, Course Scheduling, Grading
    - Degree Programs, Transfer, Advising
    - Financial Aid
    - Continuing Education and Workforce Development
  - Information Technology – including
    - Integrations and Interoperability
    - Architecture and Security
    - Data Management and Reporting