



STATE OF WASHINGTON

OFFICE OF FINANCIAL MANAGEMENT

Insurance Building, PO Box 43113 • Olympia, Washington 98504-3113 • (360) 902-0555

January 3, 2023

REQUEST FOR INFORMATION (RFI)

22-1400

Workday Testing Services

ANNOUNCEMENT

The State of Washington Office of Financial Management (OFM) is in the process of developing specifications for Workday testing services and is requesting input from the vendor community. The OFM intends to contract for an ERP testing tool for Workday.

BACKGROUND

[One Washington](#), led by the Office of Financial Management, is an enterprise-wide transformation program focused on replacing 1960s-era legacy technology with a modern cloud-based solution for finance, procurement, budget, HR, and payroll processes.

A complete ERP system combines business functions (finance, procurement, budget, HR, and payroll) across an organization's main resources – its people, money, information, and assets – and provides decision makers with real-time enterprise information.

One Washington has selected Workday as its ERP vendor. Workday is a proven system used by nearly half of all Fortune 500 companies and many public sector organizations to integrate core business functions. OFM selected Workday after a robust due diligence process through a formal NASPO Procurement. This due diligence process included evaluating other ERP systems, discussions with client references, and oral questions, and system demonstrations.

One Washington has selected an ERP system implementer after a robust procurement process. Phase 1a of the project includes replacement of the Agency Financial Reporting System (AFRS) with a new, cloud-based enterprise resource planning (ERP) system.

CAPABILITY STATEMENT: QUESTIONS AND PERFORMANCE REQUIREMENTS

Please review complete the attached question and performance requirements document. This document lists questions and desired standards that may be included in a formal competitive procurement solicitation for these services. Please respond with N/A if you cannot answer the question or meet the requirement.

As part of the RFI response, please identify any areas of confusion or challenges in meeting any of the listed performance requirements, and why. Please also include and performance requirements that should be included.

RFI PROCESS

Final responses to this RFI should be submitted electronically to the RFI Coordinator listed below no later than February 6, 2023 (as listed in the RFI Timeline below).

A response to this RFI is not a mandatory requirement for participation in any subsequent solicitation(s) released by OFM. The results of this RFI may be used in development of future solicitations. All vendor communications concerning this RFI must be directed to the RFI Coordinator.

Kerra Lynch
RFI Coordinator
Office of Financial Management
(360) 790-6027
Kerra.Lynch@ofm.wa.gov

RFI TIMELINE

Posted to WEBS 1/3/2023

Vendor review by 1/10/2023

Vendor questions due 1/11/2023 – by 3:00 p.m., local time, Olympia, WA

RFI Amendments based on Q&A posted to WEBS by 1/20/2023

Final Capability Statements due 2/6/2023 – 3:00 p.m., local time, Olympia, WA

PUBLIC RECORDS

The vendor acknowledges that state agencies are subject to [Chapter 42.56 RCW](#), the Public Disclosure Act. Vendor responses to this RFI will become public record as defined in the RCW. For the purposes of this RFI no information considered confidential or proprietary should be included.

NO OBLIGATION TO CONTRACT

This RFI will not result in the award of a contract.

TO SUMMARIZE

The State of Washington, Office of Financial Management appreciates your thoughts and input and would also welcome any additional thoughts and comments related to these services.