

CAPITAL PROGRAM MANAGEMENT INFORMATION SYSTEM SOLUTION

RFI QUESTIONS

Question Number	RFI Section # (If applicable)	Question(s)	Response
1.		Is there an RFI number associated with this project?	The RFI does not have a number assigned to it.
2.		Does the department have an estimated total contract value for this solicitation?	The City has not determined an estimated total contract value. This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document.
3.		Is there a current vendor providing this service? If so, could you please provide the current contract documents/information?	The City is not divulging any current products, services or software it utilizes.
4.		Lastly, if the department issues a solicitation, what would be the estimated timeframe for procurement?	The City has not determined an estimated implementation timeframe, however, the City plans to release an RFP.
5.		Pricing/Licensing Model: How many users are anticipated to utilize the system by roles? Do all users need to have ability to approve project activities?	Although we have role-based users, this project also includes process improvement. The portfolio of current users may not reflect the future user community.
6.		Use of Responses: Can we make recommendations on cooperative contracting vehicles to avoid a public RFP since the City is already conducting it's due diligence through market research?	The City will be using the formal RFP process to select a solution.
7.		What system is the Water Department currently using? How many users are active in that system?	The City is not divulging any current products, services or software it utilizes.
8.		What is the annual capital program value of projects within the Department of Water?	PWD's FY26-31 Capital Program includes a \$6.4 billion schedule of investments with 900+ projects.
9.		If vendor is local, can we request to have an on-site demonstration instead of virtual?	All demonstrations are scheduled to be offered online.
10.		What is the anticipated budget for both	The City has not determined an estimated total contract value. This

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		software and implementation costs?	solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document.
11.		Are there any data migration requirements (size of data)?	Yes, data from the legacy system will need to be migrated into the new solution. The scope and scale have not been determined at this time. Data migration requirements will be described in the subsequent RFP
12.		How many systems will need to be integrated? Can you provide list of 3rd party systems and the frequency of data pushes?	Yes, there are application interfaces in the current solution however, the City is not divulging any current products, services or software it utilizes.
13.		What ERP System is the City of Philadelphia Department of Water using today?	The City is not divulging any current products, services or software it utilizes.
14.		Do exhibits such as architectural diagrams, pricing schedules, a table of contents, and a title page count toward the 10-page response limit?	Yes
15.		Additionally, are we permitted to include supplementary documents if we wish to elaborate on specific sections?	Yes
16.	II	Would City prefer to have a software that is implemented independently (from vendor)? Using OIT staff? Using external entity (Integrator)?	The City has currently not determined the implementation strategy or methodology.
17.	II.	What PMIS has OIT used/acquired in the past? For which departments?	The City is not divulging any current products, services or software it utilizes. The PMIS system is use by all operations departments as well as Finance.
18.	II.	Given the timing of the RFI, does OIT/PWD intend to include this system in the FY2027 budget? Have this request already been included in the proposed budget for FY27?	The RFP will be released after the RFI demonstrations and requirements gathering process.
19.		How much "weight" would existing City contracts or certified co-op	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the

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		agreements have on this process?	functionality described in the RFI document.
20.		Does PWD/OIT have a targeted timeline for implementation and/or production use of the new PMIS? If so, what are these targets?	The City has not currently determined the implementation timeline.
21.	II.	Which PWD personnel (names and titles) have been involved in building this RFI?	There is cross section of stakeholders across all Operation divisions including Finance.
22.	II.	Has OIT used a third party consultant to assist in development of the RFI? If so, which one?	Yes, we are utilizing a third-party consultant in the development of the RFP.
23.	IV.	Explain what software is currently being used by PWD for these functions.	The City is not divulging any current products, services or software it utilizes.
24.		Does the city have existing Estimating software like HCSS or InEight?	No
25.		Explain city's use of task orders, with an example of multiple task orders within a contract	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed requirements and process definitions will be included in the subsequent RFP.
26.		Does city manage both overall project budgets and annual allocations (from capital plan)? For example, a three-year project has a \$4m overall budget, and a 2026 capital plan allocation of \$1.2m.	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed requirements and process definitions will be included in the subsequent RFP.
27.		Does the city desire to create and maintain forecasts? If yes, would forecasts be required against the overall project EAC and annual capital allocation?	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed requirements and process definitions will be included in the subsequent RFP.
28.		Does the city intend to compare cost progress (via progress payments) against actual work completed in the field?	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed requirements and process definitions will be included in the subsequent RFP.
29.	II. PURPOSE OF REQUEST FOR	Could you please help us understand what is the trigger behind this initiative	Security, process improvement, simplification of maintenance, and solution update strategy. Detailed business drivers and objectives

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	INFORMATION	of modernization? Why is it critical “now”?	will be included in the subsequent RFP.
30.	II. PURPOSE OF REQUEST FOR INFORMATION	2.1 Where do you see the biggest disconnect between project delivery, data and enterprise reporting today?	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed requirements and process definitions will be included in the subsequent RFP.
31.	II. PURPOSE OF REQUEST FOR INFORMATION	2.2 What are the main pain points you are currently facing in managing or reporting on projects and portfolios of projects??	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed business drivers and objectives will be included in the subsequent RFP.
32.	II. PURPOSE OF REQUEST FOR INFORMATION	2.3 How would the successful adoption of a CPMIS address these challenges, and what key benefits do you expect it to deliver for the City?	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed business drivers and objectives will be included in the subsequent RFP.
33.	Current tools and integration needs	3.1 Could you list the systems currently in place, and indicate which ones would be replaced by the new CPMIS versus those that would need to integrate with it, including the purpose of each integration?	The City is not divulging any current products, services or software it utilizes.
34.	Current tools and integration needs	3.2 Could you confirm the ERP (financial system) currently in place?	The City is not divulging any current products, services or software it utilizes. The PMIS system is used by all operations departments as well as Finance.
35.	Functional Requirements: Resource Management	4.1 What is your current resource assignment process?	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed requirements and process definitions will be included in the subsequent RFP.
36.	Functional Requirements: Resource Management	4.2 At what level are resources assigned and managed? At the team/role level or down to the named individual level?	Although we have role-based users, this project also includes process improvement. The portfolio of current users may not reflect the future user community.
37.	Functional Requirements: Resource Management	4.3 Is there a formal, multi-step resource request process or are resources directly assigned by project managers?	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed requirements and process definitions will be included in the subsequent RFP.

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38.	Functional Requirements: Resource Management	4.4 How would you handle your external resources / contractors when they participate in the projects?	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed requirements and process definitions will be included in the subsequent RFP.
39.	ANTICIPATED SOLUTION REQUIREMENTS	<p>As part of a long-term transformation journey to help the City reduce tool sprawl and break down silos, would you be interested in exploring an optional upstream extension to the current scope, focused on “before-planning” through an asset-driven investment planning module?</p> <p>This approach could inform project intake and prioritization using asset condition, risk, and lifecycle cost data, without introducing an additional system.</p>	The City will be using the formal RFP process to select a solution.
40.	Pricing/Licensing Model:	<p>7.1 Our SaaS solution is licensed on an annual subscription basis, with different license types priced according to user roles. To enable us to prepare an accurate pricing estimate, could you please provide your estimated total number of users having access to the solution and the corresponding breakdown by role?</p> <ul style="list-style-type: none"> • Administrators/Portfolio: who will regulate the platform, manage permissions and configuration, manage Portfolios for simulation and funding decisions • Core users: will create and actively modify project and project data, assign resources etc. 	Although we have role-based users, this project also includes process improvement. The portfolio of current users may not reflect the future user community.

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		<ul style="list-style-type: none"> • Team members: limited self-service access (e.g. time entry, workflow transactions, status updates, read-only on project plans & dashboards) • External users/ contractors 	
41.		7.2 How many integrations with external systems would you need?	There are currently several application integrations however the existing integrations are not guaranteed to be part of the final selected solution architecture and/or new application can be added.
42.		7.3 Would you need to connect to BI systems?	Final requirements will be defined in the RFP.
43.	ANTICIPATED SOLUTION REQUIREMENTS	Our understanding is that the City does not perform construction work directly but instead outsources the execution phase to external contractors. Is that correct?	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed requirements and process definitions will be included in the subsequent RFP.
44.	ANTICIPATED SOLUTION REQUIREMENTS	With respect to the “Reporting and Key Performance Indicators (KPIs)” section, could you please clarify the level of detail expected? Due to the 10 000 page submission limit, we are unable to provide screenshots for all available reports.	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed requirements and process definitions will be included in the subsequent RFP.
45.	II. PURPOSE OF REQUEST FOR INFORMATION	There is no mention of a timeline, when does the City consider purchasing and implementing a new solution?	The City has not currently determined the implementation timeline. The RFP will be released after the RFI demonstrations and requirements gathering process.
46.	Functional Requirements: Planning/Evaluation:	Who is responsible for idea submission and what information needs to be provided (Initial Cost Estimate, IRR, OKRs, etc)?	The RFP will be released after the RFI demonstrations and requirements gathering process.
47.	Functional Requirements: Planning/Evaluation:	By what metrics are ideas/proposals evaluated and scored for prioritization?	The RFP selection evaluation criteria and weights have not been determined and may not be required to disclose to potential vendors.
48.	Functional Requirements:	By what types of criteria or “buckets” are projects prioritized (e.g.,	The RFP selection evaluation criteria and weights have not been determined and may not be required to disclose to potential

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	Planning/Evaluation:	department, location/facility, asset type)?	vendors.
49.	Functional Requirements: Costs/Contracts	What are your current financial systems? And what data would be expected to be exchanged with your PPM system?	The City is not divulging any current products, services or software it utilizes. The PMIS system is used by all operations departments as well as Finance.
50.	Functional Requirements: Costs/Contracts	Could you provide some examples of what level of detail costs estimates are tracked? Down to the individual task or at the phase level?	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed requirements and process definitions will be included in the subsequent RFP.
51.	Functional Requirements: Costs/Contracts	What are some examples of categories costs are organized into?	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed requirements and process definitions will be included in the subsequent RFP.
52.	Functional Requirements: Costs/Contracts	What are examples of key information and format requested from vendors during the bidding process? Quote, timeline, etc.?	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed requirements and process definitions will be included in the subsequent RFP.
53.	Functional Requirements: Costs/Contracts	For contracts what are the most common types: Fixed price, T&M, Cost plus, etc.?	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed requirements and process definitions will be included in the subsequent RFP.
54.	Functional Requirements: Costs/Contracts	What are the most common contract payment methods: Milestone/deliverable, Monthly T&M, etc.	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed requirements and process definitions will be included in the subsequent RFP.
55.	Functional Requirements: Project methodology / governance	What are the typical phases your projects go through, from initial request through delivery and closeout (e.g., Project request/Design /Execution & Control → ...)?	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed requirements and process definitions will be included in the subsequent RFP.
56.	Functional Requirements: Project methodology / governance	How is progress typically tracked in a project? Manual percentage, Time elapsed, Actual cost vs Estimate at completion, etc.?	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed requirements and process definitions will be included in the subsequent RFP.

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57.	Local Presence	Is having a local presence in Philadelphia considered as part of the evaluation criteria?	The RFP selection evaluation criteria and weights have not been determined and may not be required to disclose to potential vendors.
58.	Local Presence	Additionally, would you be open to conducting the demonstration onsite?	All demonstrations are scheduled to be offered online.
59.	AI	Which AI large language models are currently approved for use (e.g., ChatGPT, Claude, Gemini)? Is AI something you are interested in integrating?	The City is not divulging any current products, services or software it utilizes.
60.	Pricing/Licensing	How many users by type including internal and external users?	The portfolio of current users may not reflect the future user community.
61.	Pricing/Licensing	Is there an existing system from which data and or files need to be migrated? If so, please indicate the number of files by type (RFI, submittals, etc) and total size of the migrated data by type. E.g. 2 TB of RFI documents.	Yes, data from the legacy system will need to be migrated into the new solution. The scope and scale have not been determined at this time
62.	Pricing/Licensing	Are there any integrations that need to be developed with the new solution? If so, please list the source/target, type of data (project meta data, file...), frequency (daily, real time...)	Yes, there will be system integrations, and they will be described in the subsequent RFP. Some interfaces may be eliminated through increased functionality and/or process improvement while new ones could be added.
63.	Pricing/Licensing	Do you have an internal team that will need to be trained to administer the resulting application?	Yes
64.	Pricing/Licensing	What software standards are in place for middleware tools? Do you have a middleware standard that is required to be used in the development of any integrations or data migrations?	The City is not divulging any current products, services or software it utilizes.
65.	Pricing/Licensing	Do you have an internal team that will need to be trained to develop new reports, dashboards, etc?	The City has not determined the post-implementation strategy or methodology.
66.	Pricing/Licensing	Do you require any organizational change management support during the implementation?	Yes

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67.		Will your internal IT department manage the resulting solution or do you require any managed services post go live?	The City has not determined the post-implementation strategy or methodology.
68.		Do you require hypercare following post go live? If so, how long?	The City has not determined the post-implementation strategy or methodology, however hypercare could be considered.
69.		Do you require training materials to be as built or do you have an internal training team that would modify out of the box materials to your as built solution?	“As Built” training development and materials should be an implementation task and deliverable.
70.		Do you have an identity federation solution that needs to be integrated? If so, which one.	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed requirements and process definitions will be included in the subsequent RFP.
71.		Are there any statutory or regulatory driven report formats that must be met?	This solicitation is a Request for Information where The City is looking for the proposed product to support and address the functionality described in the RFI document. Detailed requirements and process definitions will be included in the subsequent RFP.
72.		Will you consider extending the page limit to 40 pages, as there is a lot of detail required to adequately answer	No
73.		Is the City utilizing AI to evaluate the proposal? If so, what is the AI tool you plan to use?	No
74.		What are the current Project Portfolio Management (PPM) and Agile applications in place today?	The City is not divulging any current products, services or software it utilizes.
75.		Does PWD plan to retain any of the current PPM and/or Agile tools as part of the future-state solution? If yes, which tools and for what purpose?	There are currently several application integrations however the existing integrations are not guaranteed to be part of the final selected solution architecture and/or new application can be added.
76.		Should respondents assume that PWD intends to migrate data from the current PPM system(s) into the new solution? If so, approximately how many projects are expected to be migrated?	Yes, data from the legacy system will need to be migrated into the new solution. The scope and scale have not been determined at this time. Data migration requirements will be described in the subsequent RFP

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77.		For data migration, please indicate which of the following data elements PWD expects to migrate (if applicable): key project dates; historical time by person; historical financial actuals; issues, risks, and changes; people on projects (allocations); tasks and assignments; and any other data elements not listed.	Yes, data from the legacy system will need to be migrated into the new solution. The scope and scale have not been determined at this time. Data migration requirements will be described in the subsequent RFP
78.		What is the anticipated user count by role for the future PPM solution (e.g., Project Managers, Program Managers, Resource Managers, Portfolio Managers, Team Members, and Viewers such as Executives or external partners)?	Although we have role-based users, this project also includes process improvement. The portfolio of current users may not reflect the future user community.
79.		For named users, will these users primarily be assigning and managing work (project, program, resource, and/or portfolio managers), or will they primarily be project team members executing assigned work?	Although we have role-based users, this project also includes process improvement. The portfolio of current users may not reflect the future user community.
80.		Are there any system integrations required for the initial release of the PPM solution? If yes, please describe each integration, including inbound and outbound data flows and the source/target systems.	There are currently several application integrations, however the existing integrations are not guaranteed to be part of the final selected solution architecture and/or new application can be added. System integration requirements will be described in the subsequent RFP
81.		Does PWD prefer that the vendor provide pre-built training materials based on the out-of-the-box (OOTB) configuration, or should the vendor develop custom training materials tailored to PWD's processes?	"As Built" training development and materials should be an implementation task and deliverable.
82.		If custom training materials are preferred, does PWD have a preferred format (e.g., PowerPoint, Quick Reference Guides (QRGs), videos, or	Training deliverable requirements have not currently been determined

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		a combination)?	
83.		Does PWD anticipate that the vendor will deliver all end-user training, or does PWD prefer a train-the-trainer approach with internal resources delivering training to end users?	“As Built” training development, materials and delivery should be an implementation task and deliverable.
84.		Does PWD have a preferred document management system that should be integrated with the PPM solution? If so, please specify the system.	System integration requirements will be described in the subsequent RFP
85.		What solutions, if any, has PWD already seen demonstrated prior to releasing this RFI?	This solicitation is a new Request for Information.

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