

July 28, 2010

**Re:** Request For Information (RFI) – Enterprise Resource Planning (ERP) and/or Production Scheduling and Manufacturing Resources Planning Software

Dear Potential Vendor:

The Missouri Department of Transportation plans to acquire ERP software, to include planning and scheduling, for the department Sign Shop. As an initial step in the procurement process, this RFI will assist Missouri Department of Transportation in fully understanding the software functionality and associated support services that are available in the workplace.

### **BACKGROUND**

The Missouri Department of Transportation has a Sign Shop that manufactures the majority of the signs deployed on the roadways. Each year, in excess of 220,000 signs are produced. Some finished signs are kept in a central inventory, but most are shipped to various locations around the state.

### **REQUEST FOR INFORMATION (RFI)**

This RFI provides an opportunity for vendors to submit their information relevant to assisting Missouri Department of Transportation. The software will include but not be limited to:

#### **System requirements:**

Can be used on any Microsoft Windows PC running Windows 7.

#### **Required features:**

- Track in-coming orders
  - Aggregate by product type
- Track raw materials inventory
- Track finished products inventory levels
- Track labor availability
- Track equipment availability
- Track work in progress
- Track all promised dates
- Ability to calculate production rates
- User configurable database
- User configurable menus and screens
- Reporting

#### **Desired features:**

- Calculate changeover costs
- Graphical reporting

As an initial step in the procurement process, the attached Request for Information has been prepared to assist Missouri Department of Transportation in fully understanding the scope of services available. After

receiving the RFI responses, the State of Missouri may begin drafting a formal Request for Proposal (RFP) document and conduct a competitive procurement process.

If your organization currently markets a software system or systems, with support services, which satisfy the requirements as briefly outlined below, please submit to my attention **NO LATER THAN August 11, 2010**, at the following address in accordance with instructions contained in the attached document:

Attention: Brenda Tyree  
*Missouri Department of Transportation*  
*1320 Creek Trail*  
*Jefferson City, MO 65109*

If you should have any questions, please contact me at 573-751-7482 or [Brenda.Tyree@modot.mo.gov](mailto:Brenda.Tyree@modot.mo.gov).

Sincerely,

Brenda Tyree  
Senior Procurement Agent

Attachment



**MISSOURI DEPARTMENT OF TRANSPORTATION  
REQUEST FOR INFORMATION**

**RE: Enterprise Resource Planning (ERP) and/or Production Scheduling  
and Manufacturing Resources Planning Software**

**AGENCY: Missouri Department of Transportation**

**RESPONSE DUE DATE: August 11, 2010**

**SEND RESPONSE TO:**

**Missouri Department of Transportation  
GS – Procurement Section  
Attention: Brenda Tyree  
1320 Creek Trail  
Jefferson City, MO 65109**

**CONTACT: Brenda Tyree  
PHONE: (573) 751-7482  
FAX: (573) 526-1218  
EMAIL: [Brenda.Tyree@modot.mo.gov](mailto:Brenda.Tyree@modot.mo.gov)**

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**VENDOR INFORMATION**

**CONTACT PERSON:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_

**FAX:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**COMPANY NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY/STATE/ZIP:** \_\_\_\_\_