

Quick Recap of the ERP Assessment Project

Phase 1

SOW Step #	Activity Description	Target Completion Date	Status
I-1	Project Kickoff		complete
I-2	ERP Readiness and Org Change Assessment		complete
I-6	Conduct "Day in the Life" demos - Software Demonstration Assistance		complete
I-3	Peer Learnings Analysis - interviews with other institutions about their ERP projects	end of April	in process
I-4	Assess Current State Business Processes and Requirements - workshops complete last fall - validation surveys coming this spring	late-April	in process
I-5	Develop Process Improvement Recommendations	end of March	in process
I-7	ERP Vendor Marketplace Analysis	End of April	
I-8	Develop Project Structure Model - options for staffing up the implementation	End of April	
I-9	Business Case - analysis of options including the cost impacts, benefits, timing, and sequencing of implementation(s)	End of May	in process
I-10	Develop Vendor Selection Strategy and Plan - proposed RFP approach and timeline	End of May	

Phase 2

SOW Step #	Activity Description	Target Completion Date	Status
II-1	Develop Software and Implementation Services RFP	TBD	
II-2	Vendor Evaluation	TBD	
II-2a	Establish Evaluation Process Methodology	TBD	
II-2b	Provide Software Demonstration Assistance	TBD	
II-2c	Vendor Firm Reference Checks / Site Visits Assistance	TBD	
II-2d	Systems Implementation Team Interviews	TBD	
II-2e	Provide Financials Bid Comparison	TBD	
II-3	Negotiation Assistance	TBD	