REQUEST FOR INFORMATION
ENTERPRISE APPLICATION SOFTWARE
South Dakota Science and Technology Authority

Extension Posted: August 6, 2025
RFI Posted: June 24, 2025
~~Questions Submitted by:~~   ~~July 17, 2025 - 2:00 p.m. (MT)~~
~~Questions Posted by:~~   ~~July 22, 2025~~
Information Due Date: August 7, 2025 - 2:00 p.m. (MT)
REVISED Information Due date: August 29, 2025 – 2:00 p.m (MT)

The South Dakota Science and Technology Authority (SDSTA) is seeking information about enterprise application software (EAS) suitable for small organizations/government entities.

1.0   Background

The South Dakota Science and Technology Authority (SDSTA) manages the Sanford Underground Research Facility (SURF) in Lead, SD. SURF is located in the former Homestake Gold Mine and is now the deepest underground laboratory in the United States. SDSTA has approximately 200 employees and an annual operating budget in the range of $35-$40M from the Department of Energy.

To manage SURF operations, SDSTA uses various independent software systems. Interactions between these systems are often manual, although Application Programming Interfaces (APIs) are used for integration and data sharing. As SURF has grown in recent years, the number of software systems has also grown. The lack of integration between existing systems is inefficient, particularly the finance and budgeting systems. SDSTA is evaluating enterprise application software (EAS) systems to manage our core business processes more seamlessly and eliminate dual data entry.

2.0   Existing Software Systems

System	Function	Users
Deltek Costpoint	Finance, Accounting	8
Cobra	Budget, Forecasting	4
Paylocity	Human Resources, Payroll	250
ManagerPlus	Asset Management, Facility Management	145

SDSTA uses several other smaller software packages in addition to those listed above, some of which interface with Deltek Costpoint. Our focus for an enterprise system is the key functions listed in the table.

SDSTA does not currently use a Contract Management software system but is seeking to add that functionality.

3.0 Objectives

- Fully integrated modules, including the addition of a Contract Lifecycle Management module
- Fewer manual data sharing processes and/or APIs
- DCAA-compliant system
- Manager dashboard to view and query budget and financial data, including encumbrances
- Simplified project billing for federal contracts, including retroactive billing if indirect or employee benefit rates change
- Easy access to historical financial information
- Cost effective for a small organization
- Cloud-hosted

4.0 Response Content

This RFI is intended to gather necessary information for the future procurement of an enterprise software solution. Responses should be organized in the following manner:

4.1. Respondent qualifications. Include a brief overview of the firm's ability to provide the key functions of current systems listed in Section 2.0.

4.2. Solution overview. Describe the core solution and modules that would be used to provide the key functions described in this RFI. Are third party solutions also needed?

4.3. Differentiators. Describe what your firm believes to be the differentiators between your proposed solution and your competitors.

4.4. Implementation. Describe a typical implementation process. How long is a typical implementation? Does your company provide implementation support?

4.5. Pricing. Describe how your pricing is structured. Provide a cost estimate, including annual subscription costs and implementation costs, as well as any optional product or service costs. Include relevant cost assumptions and any other information necessary to help SDSTA understand the estimated costs. SDSTA expects that the estimated costs submitted as part of this RFI will be representative of the costs SDSTA will see in the subsequent RFP.

4.6. Suggestions for Improvement. In advance of an RFP, SDSTA welcomes recommendations on information that should be included in the RFP to better inform Respondents about the project.

5.0   Submission Requirements

Responses to this RFI will be used to move forward with the procurement process for an EAS system. Responding to this RFI does not affect your company's ability to participate in the future solicitation. All information included in this RFI is subject to change and is provided for informational purposes only.

~~Questions about this RFI must be submitted in writing by email no later than 2:00 p.m. MT July 17, 2025, to phamilton@sanfordlab.org.. Answers will be emailed to all prospective individuals and posted to the sanfordlab.org website no later than July 22, 2025.~~ The information period may be extended at the discretion of SDSTA based on the quantity and/or complexity of questions. Any notices of time extension will be distributed to all prospective Respondents.

All responses are requested via email (.pdf format) no later than 2:00 p.m. MT August 29, 2025, to phamilton@sanfordlab.org.

All communications regarding this procurement between RFI release and contract award shall be directed by email to phamilton@sanfordlab.org. Communications with other SDSTA staff regarding this procurement in advance of the contract award are not allowed.