

ADDENDUM #1
REQUEST FOR PROPOSALS (RFP) #2428
BUDGETING SOFTWARE
November 15, 2023

This is to advise Offerors that RFP #2428 is hereby amended as follows:

- **The due date for proposal submission has been extended:**
 - **From:** November 21, 2023 at 12:00PM
 - **To:** November 28, 2023 at 12:00PM

No.	RFP QUESTION	RFP ANSWER
1.	Would the Commission consider an extension to the current November 21 submission deadline?	The submission deadline has been extended to November 28, 2023 at 12:00PM.
2.	On page 12 of the RFP under '3) End-User Training Support and System' – The sub-question starts from (b). Are we missing the Question (a), or is this just a typo?	Additional questions are not missing from this section. This was an oversight.
3.	How many users are expected to use the Operating budget read/write functionality?	If your System is Subscription based (per Login); please state and the associated Levels. If the functionality of your Software is directly tied to a certain amount of users' restrictions, please state these particulars as well. Otherwise, there should be no limitations on the number of users requiring access.
4.	How many users are expected to use the Personnel budget read/write functionality?	If your System is Subscription based (per Login); please state and the associated Levels. If the functionality of your Software is directly tied to a certain amount of users' restrictions, please state these particulars as well. Otherwise, there should be no limitations on the number of users requiring access.

No.	RFP QUESTION	RFP ANSWER
5.	How many users are expected to use the Capital budget read/write functionality?	If your System is Subscription based (per Login); please state and the associated Levels. If the functionality of your Software is directly tied to a certain amount of users' restrictions, please state these particulars as well. Otherwise, there should be no limitations on the number of users requiring access.
6.	Will the HOCMC please elaborate more on the following specific requirement? <i>Position based budgeting, allowing departments to view unallocated salary dollar viewable at the individual employee level or department level depending on user security access.</i>	This feature/functionality is referencing the use of Employee Position Control relative to HOC's Employees Positions that are tied directly to a Salary. In practice, analysis of 'positions' and their respective salary-level are grouped within each Department and is there a visual representation within your system for this
7.	Will the HOC accept a third-party audit letter in place of the requested financial reports? We cannot disclose company financials in a public RFP response as a private company.	Financial reports are required. The RFP will be evaluated in accordance to the requirements found in the RFP.
8.	In reference to Section 19 Number 3, can HOC elaborate on the desired interface with ADP management systems and Excel?	There is NO specific desired tool; however, please state all/any Application Programming Interfaces (API's) or any 'real time' interfaces that exist for your proposed solution to communicate to ADP (Workforce Central System) and Microsoft's Excel spreadsheets/workbooks



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There are no other changes.

This addendum shall be acknowledged by all offerors and shall accompany the proposal.

Acknowledged by: _____

Title: _____

Company Name: _____

Address: _____

Phone: _____

Email: _____

Leidi Reyes
Procurement Officer