

ADDENDUM No. 1
RFP 880, Human Resource Management System and Related Implementation Services
City of Ann Arbor
Due: Wednesday, November 20, 2013 by 10:00 a.m.

The following changes, additions, and/or deletions shall be made to the Request for Proposal for Human Resource Management System and Related Implementation Services, RFP No. 880, on which proposals will be received on or before 10:00 A.M. Wednesday, November 20, 2013 by 10:00 a.m.

Respondents are directed to take note in its review of the documents of the following questions and City responses as they affect work or details in other areas not specifically referenced here.

Questions and Answers

The following Questions have been received by the City. Responses are being provided in accordance with the terms of the RFP. Additional Q&A may be issued after the scheduled Pre-Proposal meeting.

Q. If a vendor's product utilizes Oracle rather than SQLServer, and we are proposing a hosted/cloud system (which therefore will not require the City to have expertise/exposure to Oracle), will that be acceptable to the City?

A. Yes, that will be acceptable.

Q. Please provide clarification regarding how you envision providing GL information and interfaces from the HR system.

A. Ultimate will continue to be the main application for Payroll and Time & Attendance. The GL Information will continue to reside in Ultimate. If the HRMS system will be capturing GL information, then will need to make sure it's included in the Bi-Directional interface established with Ultimate so the records can be updated.

Q. The Requirements spreadsheet, Self Service tab, items 8, 9, 10, 19, 21 all include reference to Payroll-level data such as timesheets, W2's, modeled paychecks, and pay advices; these items would appear to be out of scope with continuation of utilizing Ultimate for timekeeping and payroll. Please clarify.

A. This will be dependent upon how the city decides to configure the self-service model. Currently these items reside in Ultimate. If the city decides to leverage this functionality via the self service features in the HRMS System – this data would need to be captured in the bi-directional interface.

Q. Requirements Spreadsheet – Current Interfaces: please denote which of these interfaces are part of the scope/requirement for the new HR system.

A. The interfaces that will be in scope are listed below

- Bi Directional Interface with Ultimate – this will need to capture all the necessary data elements required from each system
- Benefit Transmittal Files for BCBS, Delta Dental, Express Scripts, and EyeMed

Q. If we do not submit Attachment B – Fair Employment Practice and Forms will we be omitted from the RFP process.

A. Yes