



City of Richmond

March 3rd, 2014

File:

Finance and Corporate Services Department

Finance Division

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Attention: To All Proponents

Re: 5124P - Technical Consultant Services - Approval Workflow for PeopleSoft Financials and Supply Chain Management Release 9.2 Upgrade

This Addendum includes items of clarification; forms part of the Contract Documents and shall be read, interpreted and coordinated with all other parts. Please review and consider the following information in the preparation of your Proposals:

Questions and Answers:

Question #1

If I include a complete resume, the proposal would exceed the 20 page limit. Would you prefer to see the whole resume and exceed the page limit or a shorter resume which does not list all work experience? Perhaps a resume be considered an addendum and not count toward the page limit?

Answer #1

The City does not have a preference.

Question #2

In the RFP document, page 18, Appendix One - Fee Schedule, Activity 1 lists three approval processes. Is the City currently using any of the three processes in the current Financials release? For any that are currently in use, is the City using delivered or bolt-on? If delivered, were there any customizations made?

Answer #2

The Purchase Requisition Approval is currently in use with customizations and requires redesign for release 9.2. The other 2 items are new developments.

Question #3

Is there a consulting budget or set number of weeks that the City has estimated for this RFP?

Answer #3

The project timeline is on section 8 of the RFP.

Question #4

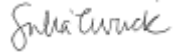
The proposal references creating an approval process based on HCM organizational hierarchy. Is this solution already in place or will the consultant be involved in creating a new or revised solution?

Answer #4

The solution is already in place however this process will require business process review with Human Resources Division.

End of Addendum #1

Regards,



Julia Turick

Buyer 2