

ADDENDUM No. 1
RFP 862, Human Resource/Payroll System and Related Implementation Services
City of Ann Arbor
Due: Wednesday, June 26, 2013 by 10:00 a.m.

The following changes, additions, and/or deletions shall be made to the Request for Proposal for Human Resource/Payroll System and Related Implementation Services, RFP No. 862, on which proposals will be received on or before 10:00 A.M. Wednesday, June 26, 2013 by 10:00 a.m.

The information contained herein is being provided in advance of the Pre-Proposal Meeting to assist potential respondents in the review of the RFP. This Addendum includes 2 pages.

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. I know that Plante Moran was recently engaged with the City in regards to Assessment of your current HR/Payroll solution. Is Plante Moran still engaged with the City for this project? Did Plante Moran write the RFP? Will Plante Moran have any involvement with the decision-making process?

A. No. The RFP was written by City staff; Plante Moran had no involvement in its development. Plante Moran is not part of the City Selection Committee.

Q. Would the City of Ann Arbor have any issues executing a Mutual Non-disclosure Agreement (NDA) with a potential respondent before submission of their proposal to the RFP?

A. The City will not execute a NDA. Section I, subsection L: Disclosures, on page 7 of the RFP states:

All information in a submitter's Proposal is subject to disclosure under the provisions of Public Act No. 442 of 1976 known as the "Freedom of Information Act". This act also provides for the complete disclosure of contracts and attachments thereto except where specifically exempted under the Freedom of Information Act.

If a Response includes information that meets the specific exemption requirements of the Michigan Freedom Information Act, Respondents are directed to mark the information "confidential" when submitting their proposal. Please note simply marking information "confidential" if it does not fall under a specific exemption will NOT afford it confidential status. The City reserves the right to review any request for confidentiality and make an independent determination of its status under the law

Q. The RFP specifies you are seeking both a payroll and a human resource solution. What is city of Ann Arbor's position on a single vendor solution for this RFP?

A. The City of Ann Arbor is looking for a single vendor solution to provide the core HR/PR functionality.

Q. Is the city specifying Microsoft SQL as the preferred/only database to be considered?

A. Yes, the city is specifying a Microsoft SQL Database.

Q. Would the city consider a hosted solution that removes the requirement for technical knowledge/database maintenance?

A. No, the city currently has multiple automated integrations leveraging Microsoft SSIS that the city will continue to administer. The only hosted solution the city would consider would need to have a Microsoft SQL DB, provide direct access to the DB, and seamless integration capabilities with our current SSIS packages.

Q. What is the employee total for the City?

A. There are currently 686 regular employees and 218 temps working at the City of Ann Arbor at this time. Please keep in mind the number of temps will change throughout the year. We can get up to 500 temps during busy times such as election season.