



**PUR-1254
ADDENDUM NO. 1
REQUEST FOR PROPOSALS
REGARDING QUALIFICATIONS AND EXPERIENCE
AND
PRICE PROPOSALS
PEOPLESOFT CONSULTANT SERVICES
REQUIREMENTS CONTRACT**

**DATE: Friday, August 15, 2014 PROPOSALS DUE: Wednesday, September 3, 2014
4:00 P.M.**

To Proposers:

This Addendum is hereby made a part of the Contract Documents on which all proposals will be based and is issued to correct and/or clarify the original Request for Proposal (RFP) documents.

Please acknowledge receipt of this Addendum in your Qualifications and Experience Proposal and Price Proposal. This Addendum consists of three (3) pages.

ITEM NO. 1: Inquiry: What would be operations maintenance post-production or post-live support?

Response: Post-production or post-live support requirements will be specified in the scope of services for each individual project assignment and may vary due to the complexity of the project assignment.

ITEM NO. 2: Inquiry: How much was spent in 2013 with the incumbent consultant (Peak Performance Technologies)?

Response: In the last year of the consultant contract (April 2013 - April 2014) the County paid \$42,580 for consultant services.

ITEM NO. 3: Inquiry: What is the current employee base?

Response: The County currently has approximately 750 full-time and 250 part-time employees; therefore the employee count is slightly over 1000.

(NOTE: The wording of all "Inquiries" submitted are displayed exactly as received.)

ITEM NO. 4: Inquiry: How many administrative users?

Response: The County has approximately 200 financial and 12 HR system users.

ITEM NO. 5: Inquiry: What type of training is required?

Response: Training requirements will be specified in the scope of services for each individual project assignment and may vary due to the complexity of the project assignment.

ITEM NO. 6: Inquiry: What is the list of modules?

Response: The County is licensed for Human Resources, Payroll, Benefits Administration, E-Services, General Ledger, Receivables, Payables, Asset Management, Projects, Budgets, Billing, Purchasing and Inventory. The County will be phasing out and discontinuing use of Receivables and Billing by October 1, 2014.

ITEM NO. 7: Inquiry: Resumes required?

Response: Refer to Section VIII. QUALIFICATIONS, Page 9, opening paragraph. The County requires submission of resumes of individuals proposed for any given assignment. The consultant shall submit information verifying the minimum qualifications set-forth herein as part of the proposal and the individual's resume. Individuals added to the assignment after the initial proposal is awarded, shall have a complete summary of qualifications submitted to the County for approval prior to commencing work on any given assignment. The County reserves the right to reject any individual deemed inappropriately qualified for an assignment and the Consultant may propose an alternative.

Additionally, the consultant shall submit resumes of individuals that may be proposed for any given potential assignment (refer to page 4, paragraph 7, Potential PeopleSoft related assignments may include the following projects). These resumes shall be integrated into the Consultant's Qualification and Experience (Q&E) submittal and placed in Section 7 Supplemental Information.

ITEM NO. 8: Inquiry: We like to know that is there any incumbent for this project?

Response: The County does not have a consultant incumbent obligation because the consultant services contract has expired (April 2014). The previous designated responsive-responsible consultant (primary) and four stand-by(s) are as follows:

(NOTE: The wording of all "Inquiries" submitted are displayed exactly as received.)

Primary:	Peak Performance Technologies Inc.	Alpharetta, GA
Stand-by:	Clarris Group, LLC	Lanham, MD
	Navigator Management Partners, LLC	Clarksville, MD
	eFusion Consulting, LLC	Atlanta, GA
	Cherry Road Technologies, Inc.	Parsippany, NJ

By Authority of:



Karen R. Luther, CPPO
Director of Purchasing

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND