DATE: April 11, 2019

TO: All Offerors

FROM: Angela R. Young
Executive Director of Contracting

RE: RFP No. 153-19, Enterprise Resource Planning (ERP) Solution

Please see Addendum No. 7 for the above-referenced solicitation.
A. The following are questions received and FCS’ responses for the above-referenced solicitation:

1. Can you elaborate on what exactly you are wanting from requirement TMS-0048 and can you please provide some examples?
   **TMS-0048 refers to time entry rules to perform real-time verification for any data from HR, Benefits, Payroll, Financial and to reject or accept time entered by employees based on FCS policy. For example, FCS employees are not paid for holidays. We would like the system to verify time entry for a day that is not allowed to be worked.**

2. If awarded the contract, are you agreeable to two (2) contracts if we are partnering with another vendor on our response?
   **We will award one (1) contract but there may be multiple agreements associated with it.**

3. Would you be willing and able to utilize a competitively solicited and publicly awarded cooperative agreement such as OMNIA Partners for this procurement?
   **No, we are not willing to utilize such an agreement.**

4. If we implement a phase approach that requires more that goes beyond a period of performance of one (1) year, any insight on what the impact to the "there are four (4) one-year options to be exercised at the sole discretion of FCS" would be? For example, if we decide to implement Finance first followed by an HR system?
   **The implementation window must be reasonable enough to accommodate all design, build, successful testing, integration and cut over activities. The four (4) one-year options are designed to ensure that sufficient and satisfactory progress is consistently maintained.**

5. Section 9. “Special Stipulations- Mandatory” contains mandatory terms and conditions that appear to apply to professional services and are not applicable to the Cloud Services component of the project. A Cloud Service Agreement (CSA) governs the terms, service descriptions, delivery of Cloud Services, processing of customers data, security policies and the conditions of Indemnity related to Cloud Services infringement claims and damages. Will FCS consider CSA terms and conditions required by the Cloud Service provider addressing Indemnity and Confidentiality, Privacy and Security provisions?
   **We will not accept any Indemnity, Confidentiality, Privacy or Security provisions that conflict with those of FCS.**

6. Regarding requirement ITR-EA-27, would you please provide an example of scenario-based network access and how it’s used at FCS?
   **One example is Employee Self Service (ESS), which is used for entering leave requests, recording time, and accessing salary statements, personnel profiles and W2 forms. Another example is Manager Self Service (MSS), which is used to approve time, leave requests, requisitions, and for reporting.**
7. Would FCS please provide additional context and background on the print services functionality referenced in the BRD-Operations spreadsheet (OPS-0023 through OPS-0027.01)?

**Print Shop Pro is operating as a standalone system.** We would like to integrate employee information from the HCM module to send EE information, such as cost center and supervisor, to allow for correct charges to hit accounting. We would like the printing system to collaborate with Accounting Services for invoicing and to track spending.

8. Regarding requirement GEN-0010, what is the District Enterprise Data Warehouse process, requirements, and other defined criteria? What type of integration are you looking for?

**Please see page fifty-five (55) of the solicitation.** We are looking for automated integration between ERP and Data Warehouse through API or other connectors to eliminate redundancy of data.

9. Are you currently working with a travel management company, and if so, who is this company? No.

10. Requirement FIN 1078.02 is referring to unallowed expense types. Substitute Pay is listed. Is this an expense type, and if so, can you elaborate and provide an example? Or is this item identifying a group of users (example: substitute teachers) who are not allowed to use the travel card?

**Substitute Pay refers to paying for substitute teachers, which is not allowed on the travel card.**

11. Section 3.5 Minimum Requirements - At least one (1) implementation in the state of Georgia to ensure compliance of state laws. We have done many of these implementations on other states. Does the Georgia implementation requirement apply to both the software and the implementer? Yes.

12. What types of training were used in preparing SAP users in the most recent implementation? Were those training activities viewed as successful, and for what reasons?

**The Steering Committee and Business Process Owners were instructor led.** The vendor provided a resource that trained additional SMEs. The remaining end users were trained with web-based training and customized electronic modules created by the vendor. The training activities were viewed as successful because they prepared users for the SAP implementation.

B. All other terms and conditions remain the same.