

## Addendum No. 1

Date of Addendum: 7/27/2023

### **Notice to All Potential Respondents**

The Request for Proposals (RFP) is modified as set forth in this Addendum. The original RFP Documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP. Respondent shall take this Addendum into consideration when preparing and submitting its Proposal.

### **Proposal Submittal Deadline**

The Proposal submittal deadline remains the same and is not changed by this Addendum.

### **1 – Questions and Answers**

*The following questions and answers are provided as a matter of information to clarify issues raised about the RFP. To the extent that changes to the RFP are required based on the questions received, the RFP has been modified as noted above in the RFP section of this Addendum.*

Item	Questions and Answers
1.1	<p><b><u>Question:</u></b> What is the ERP platform you are currently implementing?</p> <p><b><u>Answer:</u></b> We are a customer of Tyler Technologies and are currently utilizing Eden. We are in the process of transitioning to Munis ERP; the HRCM modules will be implemented over the next year starting in September 2023.</p>
1.2	<p><b><u>Question:</u></b> Is the HRCM platform you are implementing in September a stand-alone HRCM or a component of the ERP?</p> <p><b><u>Answer:</u></b> The HRCM platform is a component of the ERP.</p>
1.3	<p><b><u>Question:</u></b> Are you planning to replace the retiring HR Director and if so, have you hired a replacement?</p> <p><b><u>Answer:</u></b> The open HR Director position has been posted with the initial round of applications due July 28<sup>th</sup>.</p>
1.4	<p><b><u>Question:</u></b> How current is your Employee Handbook?</p> <p><b><u>Answer:</u></b> The handbook receives regular updates, the most recent revision occurred in 2020.</p>
1.5	<p><b><u>Question:</u></b> Who wrote your employee handbook?</p> <p><b><u>Answer:</u></b> Staff has put the handbook together over the years. It was reviewed and updated by an employment attorney.</p>

**END OF ADDENDUM**