



To: **Prospective Bidder**

Date: **November 27, 2023**

Subject: **Request for Proposal - Bid# 224-25**

RE: **Q&A Responses: - Addendum # 1**

Questions and Answers:

1. What is the target award date for this RFP?
 - a. Per the RFP target date to award this bid is February 2024.
2. In as much detail as possible, what is the process for the award, who is involved in the decision making and does this need final executive or board approval?
 - a. The RFP will be evaluated per the criteria listed in the RFP document. The Information Technology Department will be involved in the decision-making process and any contract/agreement will need to be approved by our Legal Counsel and IT Dept.
3. Has the budget already been allocated and identified for this RFP?
 - a. There is no specific budget in mind or allocated for this project.
4. What is the expected validity of pricing – Our organization has a standard 60-day validity for all incentivized pricing?
 - a. We don't have a specific to the pricing validity, but we would not be looking to sign until February at the earliest. Most likely by the end of February is the expectation for price validity.
5. Do you have existing technology that we are looking to replace?
 - a. We are looking to replace Accruent EMS.
6. What payment gateways is the University currently using?
 - a. Cybersource.

7. Could you please elaborate on the desired integration with Workday? Ideally, how does the university envision this integration?

a. We would be looking to leverage full API integrations with Workday to the extent that it is necessary for the functioning of the application.

8. What ERP, SIS, and other systems is the University currently using?

a. SIS – Banner (replacing with Workday in 2026/2027), ERP – Workday.