

Request for Offers (RFO) Addendum

RFO Number: RFO0050

Addendum Number: 1

Date of Addendum: April 15, 2015

Original Due Date, Time: April 21, 2015

Revised Date, Time (if changing): N/A

Title: Change Management Lead for Enterprise Resource Planning Learning Management System

SCOPE OF ADDENDUM:

Questions/Answers:

1. Question: Can a vendor submit more than one applicant?
Answer: Yes.
2. If so, is there a maximum number that can be submitted?
Answer: There is no maximum number set, however we prefer that vendors submit a maximum of 3 candidates.
3. Is there any flexibility on the actual start date?
Answer: Yes, the actual start date is flexible, though there is a sense of urgency to get started as soon as possible.
4. Are there any more specifics you can supply regarding the nature of the organizational change?
Answer: The County is introducing new technology which will change the way people do work and change the roles we have in our organizations.
5. Is this new work or is there an incumbent?
Answer: This is new work.
6. Can Ramsey County please clarify why there are 3 work categories if only one Change Management Lead/PM is needed?
Answer: Up to 3 categories could be listed, and there are overlapping organizational change management skills in each of those 3 categories.
7. Since each work category has a different hourly rate, can Ramsey County clarify which they would like the Change Management Lead to be in?
Answer: The range of all three categories in their entirety is fair game, depending on the skills of the candidate.
8. Although it's not listed in the required skills, is PeopleSoft HCM critical for this position?
Answer: Though PeopleSoft HCM experience is not critical, it would be helpful. Same with LMS experience.
9. The project start date is listed for early April, but the anticipated proposal evaluation and decision is scheduled for April 27. Will this engagement go beyond December 31, 2015?
Answer: Depending on many factors, including the nature of changing project timelines, it could be possible for the engagement to go beyond 12/31/15.

10. Is there an incumbent in this position now or is it a new position?

Answer: See answer to question #5 above.

11. Will payments be made on a time and materials basis or on an approved deliverable basis?

Answer: Payments will be made on a time and materials basis.

12. Is there a limit on the number of candidates we can submit?

Answer: See answer to question #2 above.

This addendum shall become part of the RFO and should be returned with, or acknowledged in, the response to the RFO.

RESPONDER NAME:

SIGNATURE:

TITLE:

DATE: