

Request for Offers (RFO) Addendum

RFO Number: RFO 0108

Addendum Number: 2

Date of Addendum: 01/13/2016

Original Due Date, Time: 1/15/2016, 3:00 P.M.

Revised Date, Time (if changing): 1/19/2016 at 3:00 P.M. CST

Title: MnSCU e-Procurement Program/Project Manager

SCOPE OF ADDENDUM

The addendum is being issued to clarify the term of the contract and extend the due date of the RFO. In this addendum, changes to pre-existing Work Order language will use ~~strike through~~ for deletions and underlining for insertions.

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Project Milestones and Schedule

There are immediate needs for a Program/Project manager resource with an anticipated start date of February 2016; we would anticipate a resource would be required for approximately 3 to 6 months with the option to extend for up to an additional 12 months ~~12 months~~.

Process Schedule

Deadline for Questions	1/06/2016, 10:00 A.M.
Anticipated Posted Response to Questions	1/08/2016, 3:00 P.M.
Proposals due	<u>1/19/16</u> 1/15/2016 , 3:00 P.M.
Anticipated proposal evaluation begins	1/18/2016
Anticipated proposal evaluation & decision	1/27/2016

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:

RFO Number: RFO 0108

Addendum Number: 1

Date of Addendum: 01/08/2016

Original Due Date, Time: 1/15/2016, 3:00 P.M.

Revised Date, Time (if changing): Not applicable

Title: MnSCU e-Procurement Program/Project Manager

SCOPE OF ADDENDUM

The following are the posting of questions and answers received:

Question 1. • Which vendor company has been selected for the enterprise e-procurement (SaaS) solution and what is the name of the SaaS solution that is to be implemented?

We have selected SciQuest as the e-procurement solution, but will need Board approval January 26-27, 2016 for contract execution. Tentatively by February 1, 2016 contract could be executed.

Question 2. How many rounds of interview/screening do you plan to have?

This cannot be determined at this time in the RFO process.

Question 3. Are you acceptable to national candidates that are acceptable to work onsite?

Yes. This individual will also be required to travel to MnSCU Colleges and Universities throughout the State of MN during the engagement and must have a vehicle and a valid driver's license.

Question 4. What is the mode of interview?

This cannot be determined at this time in the RFO process, but the final interview(s) will be in St. Paul MN.

Question 5. Are any incumbents currently in this position who are eligible to rebid for the role?

No. MnSCU is in the process of awarding an enterprise e-procurement (SaaS) solution (see Question 1) with a project start date in February 2016.

Question 6. What E-procurement and ERP system is being used for this specific project?

We have selected SciQuest (see Question 1). Our ERP system is an internally developed system called ISRS.

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