



July 10, 2017

NOTICE OF ADDENDUM
ADDENDUM #1

Subject: **Talent Management Solution (TMS) / Human Capital Management (HMS)
Solution Solicitation # HR-2017-004**

Date Due: **July 31, 2017 at 2:00 PM EDT**

Dear Sir or Madam:

The Columbus Regional Airport Authority (CRAA) hereby issues an addendum to the subject solicitation:

- Answers to questions received regarding the Solicitation (attached below).

Unless otherwise stated, your response shall be considered as including this addendum.

Should you have any questions or need additional information, please contact Katie Heisler, at CRAAProcurement@columbusairports.com. Thank you for your interest in doing business with the Columbus Regional Airport Authority.

Sincerely,

Katie Heisler

Katie Heisler
Contract and Procurement Specialist
Office of Contracts and Procurement

cc: file

Subject: **Talent Management Solution (TMS) / Human Capital Management (HMS) Solution Solicitation # HR-2017-004**

Date Due: **July 31, 2017 at 2:00 PM EDT**

Question 1: Can companies from outside USA apply for this – like India or Canada?

Answer 1: Yes.

Question 2: Will CRAA require the Proposer to be onsite for meetings?

Answer 2: Yes.

Question 3: Can the Proposer perform the tasks (related to the RFP) outside the USA – like from India or Canada?

Answer 3: We will require some on-site support – especially during implementation.

Question 4: Can proposals be submitted via email?

Answer 4: Proposals must be submitted as stated within the RFP: one (1) original hard copy, and one (1) electronic (CD or flash drive) copy.

Question 5: I am requesting an extension of the due date for submitting a proposal for #HR-2017-004, Talent Management Solution (TMS)/Human Capital Management (HCM) Solution. I would like to cite 2 separate items which greatly affect the delivery of a well-structured and responsive submittal. First the release on a holiday weekend affects the review and evaluation process adversely due to the extended time off for most employees. Secondly, the question and answer cutoff date of July 25th leaves very little time for a response from the Airport Authority and incorporation into the proposal by the vender. Therefore I would respectfully submit a request to extend the response date by at minimum 1 week to August 7th.

Answer 5: CRAA will not be extending the due date for responses on this RFP.

Question 6: After reading the requirements and specifications, need clarification on whether payroll is also in scope. Please confirm if payroll is part of this RFP.

Answer 6: Payroll is not currently included in the scope.

Question 7: Can you provide the ratio of FT / PT / Retired Employees?

Answer 7: We have approximately 379 FT employees and 5 PT employees. Retired employees are not tracked.

Question 8: We would like to request a 1 or 2 week extension on the due date of the proposal.

Answer 8: See Question #5. CRAA will not be extending the due date for responses on this RFP.