



**WASHTENAW COUNTY
FINANCE DEPARTMENT**

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August 13, 2015

RFP No. 6850 - QUESTIONS & ANSWERS #3

Title: Software and Implementation Services for an Enterprise
Resource Planning (ERP) System

Bid Opening: Monday, August 31, 2015 @ 2:00 pm EST

Please be advised that the deadline for proposals has been extended to August 31, 2015 at 2:00pm (EST).

Questions and Answers:

1. Question: Would the County please provide further clarification regarding your Treasury Management requirements in Attachment B – Tab 11. Specifically, it appears that the County is requesting that Vendors include a Treasury Management solution as part of the proposed response. However, on Tab 15 – Interfaces of the same attachment, SymPro is listed as a 'critical' interface. Does the County intend to replace/upgrade SymPro? If an interface with SymPro is available, how should Vendors respond to the Treasury Management functional requirements?

A: The County is open to considering replacements to SymPro, and will evaluate solutions proposed by vendors. If a vendor is able to propose a solution with functionality that addresses the Treasury Management functional requirements, they are encouraged to respond to that tab of Attachment B. If a vendor does propose functionality that addresses the requirements in the Treasury Management tab of Attachment B, and is also able to provide an interface to SymPro, the vendor is encouraged to also complete Tab 15 of Attachment B to provide the County with information related to cost/functionality of an interface should the County decide not to select the Treasury Management functionality proposed by the vendor.

2. Question: Is there a work order / enterprise asset management system in place that will require interfacing with the selected ERP vendor?

A: Yes. Please refer to the Interfaces tab of Attachment B to the RFP for information on the current work order and asset management system – Tririga.

3. Question: How many W-2's does the county issue each year?

A: The County issued 2,334 W2s and 952 1099Rs in 2014.

4. Question: On Page 30, Section VI, Subsection P, Item g, the county is asking for optional modules. Does the county want the prices for these optional solutions? If yes, do you want them added to this section of the RFP response?

A: Yes, the County would be interested in pricing for any additional or complementary modules that maybe offered by a vendor. Please include this pricing in the narrative response of the specified section of the RFP.

5. Question: How is the county funding this project? Is it a capital expenditure being paid for with Bond money or is it coming out of the general fund.

A: Funding for this project is available however the details of how this project is going to be funded will not be provided at this time.

6. Question: To provide an opportunity for vendors to provide the best value and comprehensive proposals to this RFP, will the County consider extending the proposal due date out 2 weeks?

A: Please be advised that the deadline for proposals has been extended to August 31, 2015 at 2:00pm (EST).

7. Question: Has the County team seen any demonstrations of software or Cloud/SaaS prior to RFP release? Can you please identify the vendor(s)?

A: The County has not seen any demonstrations of software or Cloud/SaaS prior to the RFP release.

8. Question: In the County's technology plan Software As A Solution (SaaS) has been indicated as the preferred plan for solutions. There is no mention of Cloud/SaaS in the RFP. Will the County consider a Cloud/ SaaS solution?

A: The County is open to all methods of hosting including County-hosted, vendor-hosted, and subscription services. In Section VI.L: Software Hosting (Page 26), the County asks vendors to provide their technical and operational capabilities for software hosting including responses to eight questions. In Section VI.S: (Page 30) Response to Narrative and Collaboration Questions, the County asks vendors to recommend the most appropriate solution for the County, and why.

9. Question: With the limited adoption of SaaS/Cloud in the public sector, will the County consider non-public sector client references for Cloud/SaaS?

A: The County prefers references based on the criteria provided in Section VI.Q (Page 29). If a vendor cannot meet these requirements, then they should provide the most relevant references available. A portion of the County's evaluation criteria is based on the vendor's experience providing the services solicited by this RFP.

10. Question: How many Washtenaw employees are allocated for the ERP initiative project team?

A: The County has not determined the number of employees that will be allocated to the ERP project.

11. Question: Does Washtenaw County have a project management office?

A: No. The County does not have a dedicated Project Management Office.

12. Question: Is the project manager a Washtenaw County employee?

A: The County has not selected a dedicated Project Manager, or made a final decision on whether to utilize internal or external sources.

13. Question: Is there any organizational change management resources assigned to project?

A: The County has not made any decisions related to a dedicated Organizational Change Manager.

14. Question: How adaptable are the Washtenaw County employees to business process reengineering?

A: The County considers staff to be adaptable to business process reengineering. Please refer to Section VII (F) Subsections 4 (g) and (h) (page 39) of the RFP for information related to Business Process Change Management and Organizational Change Management.

15. Question: Has Capital or Operating Budget been allocated for project?

A: Please see the response to Question #5.

16. Question: JD Edwards is still supported by Oracle, why doesn't the County just upgrade to latest version?

A: The County is interested in evaluating any and all software solutions that provide the greatest level of functionality that meets the County's requirements, in combination with the evaluation criteria established in the RFP.

17. Question: Were major modifications applied to current JD Edwards?

A: No major modifications were applied to the Current JD Edwards.

18. Question: Has/will the County adopted a "out of the box" implementation of a new system?

A: The County's preference is to consider evaluating those systems that do not require significant customizations (e.g. changes to the source code) in order to provide meet the requirements defined in the RFP.

19. Question: Will a list of attendees to pre-bid conference call be published?

A: Because the teleconference was voluntary, the County will not publish the list of participants.

20. Question: How many full time employees—40 hours a week?

A: The County has approximately 1,300 full-time and part-time employees.

21. Question: How many part time employees—they work all year round but not 40 hours?

A: The County has approximately 1,300 full-time and part-time employees.

22. Question: How many temporary employees—seasonal?

A: The County has approximately 900 temporary employees.

23. Question: How many retirees?

A: The County has approximately 875 retirees.

24. Question: Do they bill monthly for the taxes?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

25. Question: How many Federal ID#s does the county have?

A: The County has one Federal ID number.

26. Question: How many State and Local ID#'s does the County have?

A: One State ID appears on all the W2's and 1099R's.

27. Question: How are you currently handling the budgeting and what, if any? What software are you using?

A: The County is currently utilizing JD Edwards to support the budgeting process, as well as reliance on MS Excel workbooks which serve to supplement certain functionality within JD Edwards that does or does not meet the requirements of the County. Any future or current requirements the County has related to this may be found in Attachment B to the RFP.

28. Question: GL.18 – “The system has the ability to restrict GL posting (i.e. live or batch) by account number.” Restrict in what way? No postings during a certain time frame? No postings by particular users? No postings of particular combinations of account codes?

A: Vendors should respond with the appropriate response indicator, and includes in the comments field the ways in which the proposed system might be able to restrict GL posting by account number. The County desires the ability to restrict by user/role, and would also desire the ability to restrict posting during certain periods (e.g. month end closing, year-end closing, while payroll is being run).

29. Question: Our firm would recommend the County to keep some of their existing systems—how would you like us to respond to the excel spread sheet?

A: If a vendor is proposing on a subset of modules or functional areas (ex. only proposing on Human Resources and Payroll functionality) the vendor should include a statement in the comments field of the first requirement on each tab which they will not be proposing indicating the same. An example follows: “Vendor ABC is not proposing system functionality for this functional area”.

30. Question: What is the current system in place for the following major business functions:
- i. HR?
 - ii. Payroll?
 - iii. Benefits administration?
 - iv. Time and Attendance?
 - v. Recruiting?

A: The County has currently licensed JD Edwards modules to support Human Resources, Payroll, Benefits Administration, and Position Control. The County is using locally developed application to support time and attendance functions, and recruiting functions. Family Medical Leave and Workers Compensation processes are managed through MS Excel.

31. Question: How many employees do you have within the organization (full time, part time, contingent/contractor, other)? How many terms and retirees?

A: Please see the responses to questions 20-23.

32. Question: Can employees hold multiple jobs?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

33. Question: Do you have unions and if so, how many?

A: Yes – the County has approximately 17 unions, with approximately 80-85% of County employees belonging to unions.

34. Question: How many departments/cost centers do you have?

A: The County currently has 29 departments.

35. Question: How many job codes and/or positions do you have?

A: The County currently has 1,345.47 FTE positions.

36. Question: Please describe your benefit programs and plans including total number of benefit providers.

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

37. Question: How many states do you pay in?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

38. Question: How many earnings/deduction codes do you have?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

39. Question: How many FEINs do you have?

A: Please refer to Question #25.

40. Question: Please describe any unique payroll process you may have (e.g. contract pay, shift differentials, etc.)

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

41. Question: What pay cycles are currently in place and required in the new system? (weekly, semi-monthly, monthly, etc).

A: The County processes 26 regular payrolls per year (bi-weekly), 26 interim payrolls per year (bi-weekly), and 12 retiree pays per year (monthly). The County requires the same frequency in any proposed systems, as identified in Attachment B (PR.296-298) this includes bi-weekly, monthly, and on-demand frequencies.

42. Question: Can you please provide a total number or the time off plans (vacation, sick, bereavement, etc.) and describe your time off plans/programs?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

43. Question: How many different time codes do employees use when entering time (e.g. worked time, training, on call, etc.)?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

44. Question: What is currently in place for time tracking today and is labor scheduling part of the feature set today?

A: The County primarily utilizes in-house developed applications to support time entry processes, in addition to a software product enCompass provided by PCE Systems.

45. Question: What types of compensation (salary, hourly, allowance, variable pay/bonus, equity, one-time) do you have, and how many total plans are there?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

46. Question: How many compensation grades do you have?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

47. Question: Do you also have steps within grades?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

48. Question: Describe your high-level requirements and merit process timing related to the calendar (i.e. Goal Management, Performance Management/Employee Reviews, Succession Plans, Career and Development Planning).

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

49. Question: What systems are in place today to handle performance, talent management, and compensation merit cycle?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

50. Question: How many career sites do you currently interface with?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

51. Question: Do you have automated business processes to route candidates during the pre-hire process to interviewers and hiring managers?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

52. Question: Do you conduct pre-hire onboarding in the ATS system currently?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

53. Question: How many candidates apply each month?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

54. Question: How many different candidate applicant questionnaires do you have?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

55. Question: How many requisitions are posted externally on average?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

56. Question: How many active candidates do you plan to migrate into a new system (active on open requisitions)?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

57. Question: Do you have any regulatory requirements around data history conversion?

A: Tables 16 and 17 in the RFP contain data conversion information. These tables contains information on the data that the County wishes to convert during the implementation of a new system.

58. Question: For HR functions, what is your desired project start date and/or what would be your ideal go-live date?

A: For the HR functions, the County has not identified a desired project start date and an ideal go-live date. The County has requested in Section VI (S)(p) (page 31) that vendors explain their proposed approach to implementation in terms of phasing among other considerations.

59. Would your organization prefer all employees move into production at once, or a phased approach to this type of project?

A: The County prefers a phased approach, and has requested in Section VI (S)(p) (page 31) that vendors explain their proposed approach to implementation in terms of phasing among other considerations.

60. Question: Core Financial Accounting (In scope? Yes/No)

A: The scope of functional areas, as well as the requirements related to each of those functional areas, have been identified in the RFP including the Attachments. Specifically, please see Table 12 of the RFP and Attachment B to the RFP.

61. Question: Please identify your accounting structure (e.g. fund, cost center, account, region) and provide example values. How many legal entities do you have? In how many countries do you operate in?

A: The County desires that the chart of accounts structure in a new system aligns with the Michigan Uniform Chart of Accounts. The existing account structure will most likely change in a future system.

62. Question: Please describe your reporting requirements which may include financial statements, regulatory reporting, and management reporting.

A: The County has identified the reporting requirements in Attachment B.

63. Question: Do you use a reporting/BI tool for financial reporting?

A: The County has identified the reporting requirements in Attachment B.

64. Question: Describe your consolidation process at a high level.

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

65. Question: How many allocations do you have?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

66. Question: How many recurring journals do you have?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

67. Question: How many journal lines to you generate per year?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

68. Question: Outline any integrations to/from your G/L?

A: The County has identified interfaces in Attachment B.

69. Question: Revenue Management - Customer Accounts and Contracts (In scope? Yes/No)

A: The scope of functional areas, as well as the requirements related to each of those functional areas, have been identified in the RFP including the Attachments. Specifically, please see Table 12 of the RFP and Attachment B to the RFP.

70. Question: Describe your billing process at a high level

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

71. Question: Describe your collection and revenue recognition processes

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

72. Question: What types of customer contracts do you have?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

73. Question: Do you have any specialized billing systems in place? If so, please list the systems with a basic description of the types of billing provided.

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

74. Question: Outline any integrations to/from your A/R?

A: The County has identified interfaces in Attachment B.

75. Question: Cash Management (In scope? Yes/No)

A: The scope of functional areas, as well as the requirements related to each of those functional areas, have been identified in the RFP including the Attachments. Specifically, please see Table 12 of the RFP and Attachment B to the RFP.

76. Question: How many banks do you have and for each bank, what type of payment methods do you process (ACH, Check, Wire)?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

77. Question: Do you use positive pay and with how many banks?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

78. Question: Do you utilize an automated lockbox and if so with how many banks?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

79. Question: Do you utilize automated bank account reconciliation via BAI2 files?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

80. Question: Supplier Accounts and Procurement (In scope? Yes/No)

A: The scope of functional areas, as well as the requirements related to each of those functional areas, have been identified in the RFP including the Attachments. Specifically, please see Table 12 of the RFP and Attachment B to the RFP.

81. Question: Do you have a centralized or decentralized AP structure?

A: The County has a decentralized AP structure.

82. Question: Do you have any payments that are subject to VAT or other non-US based taxing authorities?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

83. Question: What types of contracts or purchasing agreements do you have in place with your suppliers?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

84. Question: How many active suppliers do you have?

A: Please refer to Table 15: Functional Area Statistics in the RFP.

85. Question: How many requisitions, purchase orders and receipts do you generate per year?

A: Please refer to Table 15: Functional Area Statistics in the RFP.

86. Question: Outline any integrations to/from A/P?

A: The County has identified interfaces in Attachment B.

87. Question: Business Assets (In scope? Yes/No)

A: The scope of functional areas, as well as the requirements related to each of those functional areas, have been identified in the RFP including the Attachments. Specifically, please see Table 12 of the RFP and Attachment B to the RFP.

88. Question: What are the types of depreciation calculations used today?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

89. Question: How many depreciable assets do you have? Do you lease assets?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

90. Question: How many tax books do you keep for depreciation?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

91. Question: Expenses (In scope? Yes/No)

A: The scope of functional areas, as well as the requirements related to each of those functional areas, have been identified in the RFP including the Attachments. Specifically, please see Table 12 of the RFP and Attachment B to the RFP.

92. Question: Please identify all expense systems currently in use.

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

93. Question: In how many countries would you plan to roll-out expense reporting to?

A: This is not applicable to the County.

94. Question: Do any employees use a corporate credit card? If so, please identify the issuer and whether the transactions are currently integrated into your expense system.

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

95. Question: How are those employees reimbursed by country? (Ex. US employees paid through ACH, Canadian employees paid by check, UK employees paid through payroll)

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

96. Question: Projects and Work Management (In scope? Yes/No)

A: The scope of functional areas, as well as the requirements related to each of those functional areas, have been identified in the RFP including the Attachments. Specifically, please see Table 12 of the RFP and Attachment B to the RFP.

97. Question: What types of projects and how many do you have? (Ex. Professional services, marketing, IT)

A: Please refer to Table 15: Functional Area Statistics in the RFP.

98. Question: Describe how your company structures a project. (Ex. Each project contains one or more phases, each phase includes one or more tasks)

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

99. Question: On average, how many grant proposals are awarded each year?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

100. Question: How are payroll expenditures currently audited against grant awards, and do you certify work effort?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

101. Question: For Financial data, please describe your data conversion requirements for current and past financial information.

A: Tables 16 and 17 in the RFP contain data conversion information. These tables contains information on the data that the County wishes to convert during the implementation of a new system.

102. Question: For Financial function, what is your implementation approach: Big Bang with HR/Payroll or Phased following HR/Payroll? When is your anticipated Go Live?

A: The County prefers a phased approach, and has requested in Section VI (S)(p) (page 31) that vendors explain their proposed approach to implementation in terms of phasing among other considerations.

103. Question: How many Expense Reports has the County processed in the last year? Or the last three years?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

104. Question: What percent of the county typically needs access to an expense system?

A: The County is unclear as to the intent of this question. The County will not respond to this question at this time as it should not impact a vendors response to the County's RFP.

105. Question: Response indicators "C" and "T" appear to have the same descriptions word for word on the tabs in Attachment B. Should they be the same, or different?

A: Please note that the correct response indicator descriptions appear below, and in Table 8 of the RFP.

C: Feature/Function is not included in the current software release, and is not planned to be a part of a future software release. However, this feature could be provided with custom modifications. All related customization costs should be indicated in Attachment C – Cost Worksheet.

T: Feature/Function is not included in the current software release, and is not planned to be a part of a future software release. However, this feature could be provided with integration with a third-party system. This system should be specified.

106. Question: Our solution does not have "Point of Sale" or "Treasury Management" functionality as part of the solution. Would the County consider a solution without these areas of functionality?

A: Yes. The County is willing to consider proposers of a subset of functionality, or partnerships that aim to provide greater functionality than an individual vendor might be able to provide.

107. Question: Would the County seriously consider an enterprise Cloud solution that is new to the public sector market place and does not currently meet the reference requirements summarized in the RFP? In multiple places in the RFP, requests are made to summarize the number of installations of the proposed product in other County governments. In addition, RFP Reference requirements request at least five (5) County government clients with whom the Bidder has worked during the past three (3) years that are of similar size and complexity to the County, references from

County governments that have been live with the proposed software for a minimum of two (2) years, references that have converted from the same JD Edwards solution, and those references that are located in Michigan.

In summary, a solution new to the public sector market place will not meet the above requirements and leads us to believe the County is looking for an established product in the public sector with a long history of references/installations. Please clarify.

A: The County will evaluate proposals based on the Evaluation Criteria identified in the RFP.

108. Question: Would you consider a two week extension to the response deadline?

A: Please be advised that the deadline for proposals has been extended to August 31, 2015 at 2:00pm (EST).

109. Question: What is intended by Budget to Actuals in regards to Invoices, encumbrances and requisitions? We normally see Budget to Actuals. What is the county intending to see here?

A: The County has identified the need for an ERP system to provide the ability to see the available budget based on invoices, encumbrances, and requisitions separately.

110. Question: Pg 35, Table 13 lists 133 people involved with the Budget. Are there 133 people who actually make changes to the budget or are there 133 people who review the budget? The question is how many people are actually editors and approvers in the budget process.

A: This is a combination of editors and approvers in the budget process. A breakdown of editors and approvers is not available.

111. Question: Will the county consider a two week extension on the due date of the RFP? We ask this due to the time vendors will receive answers and the actual due date on the 21st. We need more time to change the responses due to QA then the time that is allotted.

A: Please be advised that the deadline for proposals has been extended to August 31, 2015 at 2:00pm (EST).

112. Question: Does the act of submitting a response to the RFP obligate the Proponent to enter into a contract under the terms and conditions of the RFP, despite the Proponent taking exceptions to RFP terms and conditions in its proposal? Also if the Proponent takes exception to RFP terms and conditions may the County reject those exceptions and deem the Proponent to have accepted all RFP terms and conditions without an opportunity to negotiate post-award?" Specific references to Section III(A), Section IV(N), Section IV(Y), Section V(B), and Section VI(T).

A: No submitting a response to the RFP does not obligate the proponent to enter into a contract under the terms and conditions of the RFP if the proponent takes exceptions to the RFP terms and conditions. The selected vendor will have the opportunity to negotiate the RFP terms and conditions with the County pre-award and the opportunity to negotiate the contract terms and conditions with the County post-award.

113. Question: I would like to request a 30 day extension to adequately respond to the RFP.

A: Please be advised that the deadline for proposals has been extended to August 31, 2015 at 2:00pm (EST).
