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**ADDENDUM NO. 1**

**Date: 12/12/2019**

**RFP Number: 20-0403**

**RFP Title: Timekeeping and Scheduling Software**

Vendors are responsible to ensure receipt and acknowledgement of all addenda within Submittal. Acknowledgement is confirmed by inclusion of an electronically completed copy of this addendum within Submittal. Failure to acknowledge each addendum may prevent the Submittal from being considered for award.

**This addendum does not change the date for receipt of proposals.**

Questions/Answers:

Question 1: What is the estimated cost of the Timekeeping and Scheduling Software project?

Answer 1: Unknown at this time.

Question 2: Has the Department allocated funding for the Timekeeping and Scheduling Software yet? If so, through which source (budget, CIP, state/federal grant, etc.)?

Answer 2: Yes, through budget.

Question 3: How is the Department currently meeting this need?

Answer 3:

EMS: ESO/ePro Plus

Fire Rescue: Telestaff

Public Safety Support: ePro, Telestaff and manual paper

Question 4: Which vendor provides the incumbent Timekeeping and Scheduling Software?

Answer 4:

EMS: ESP/ePro Plus

Fire Rescue: Kronos

Public Safety Support: ePro – eCore Software Inc., Telestaff – Kronos, and paper - manual

Question 5: Would it be possible to name the three greatest challenges the Department is having with their current solution?

Answer 5:

EMS: ePro: the schedule is changed to match the employee punches due to rounding. EMS would like to pay punches without changes the scheduled times. Automation: ePro is not fully automated; Attendance tracking – ePro offers attendance tracking but it does not fully suit our needs.

Fire Rescue: End of product life, server-based system, and security firewalls.

Pubic Safety Support: Having to use 3 systems (ePro, Telestaff and manual paper) for all employees.

Question 6: Who is the technical contact and/or project manager for the Timekeeping and Scheduling Software?

Answer 6: All questions regarding this RFP are required to be submitted to the point of contact as mentioned in the RFP’s Section 2.0, Point of Contact. Technical staff includes Lake County Clerk of Courts, Lake County BOCC IT, and user Department for Countywide deployment.

Question 7: Which operating platform is desired for the Timekeeping and Scheduling Software?

Answer 7: As stated in the RFP, Lake County is requesting a web-based application that will work on any device.

Question 8: Which operating platform does the Department currently use?

Answer 8: Windows 10 and iOS for mobile devices.

Question 9: Which other systems will have to integrate/interface with the Timekeeping and Scheduling Software, and will the County provide incumbent vendors for each system?

Answer 9: Munis Accounting Software, P1 CAD, Pro Q A, ESO and ER.

Question 10: What is the number of users anticipated for the Timekeeping and Scheduling Software?

Answer 10: See Attachment 3, Pricing Form. At this time, EMS – 150, Fire Rescue – 220, Public Safety Support – 60. Firm’s shall use this as a base when submitting their response, however, other County Departments and entities have shown interest in possibly utilizing this agreement in the future.

Firm Name: Click or tap here to enter text.

I hereby certify that my electronic signature shall have the same legal effect as if made under oath; that I am an authorized representative of this Vendor and/or empowered to execute this submittal of behalf of the Vendor.

Signature of Legal Representative Submitting this Bid: Click or tap here to enter text.

Date: Click or tap to enter a date.

Print Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Primary E-mail Address: Click or tap here to enter text.

Secondary E-mail Address: Click or tap here to enter text.