FOR: Time and Attendance Software System

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PLEASE SEE THE FOLLOWING ADDITIONS, CLARIFICATIONS AND/OR CHANGES:

1. **Question:** Can the County provide further specification on Section 5.5.1 E – Ability to import and export data through Microsoft software?

   Response: Proposers should provide a response specific to Microsoft Excel, but list any other MS office compatibilities in the software.

2. **Question:** Can the County provide further specification on Section 5.5.5 B – Update data collection orders from mobile devices (phones, smartphones and web)?

   Response: The County aims to have system users able to access and update their own information, and/or access employee information, through a mobile phone.

3. **Question:** Can the County provide further specification on Section 5.5.6 C – Ability to access system with current Microsoft tools?

   Response: Proposers should provide a response specific to Microsoft Excel, but list any other MS office compatibilities in the software.

4. **Question:** Can the County provide further specification on Section 5.5.7 B - Capture reporting user information?

   Response: Proposers should provide a response specific to Microsoft Excel, but list any other MS office compatibilities in the software.

5. **Question:** Prior to the release of this RFP, has the County had any previous vendor demonstrations or presentations of the requested solution(s)? If so, which vendors/solutions?

   Response: Chatham County has viewed demonstrations from Tyler Technologies, Novatime and Kronos.

6. **Question:** Per Addendum 1, question and response 12, you described the need for FMLA tracking. How many employees will need this capability?

   Response: There would be approximately 1700 employees that would need FMLA tracking capability.

7. **Question:** Ref. Section 5.5.4 F – there is mention of single sign one. Will the County be able to use active directory for single sign on?

   Response: Yes, Chatham County will allow only active directory for single sign on.

8. **Question:** Ref. Section 5.5.6 C – there is mention of utilizing Microsoft tools.

Can you give more information about the requirement?

Response: See response to Question 3.

9. **Question:** Per Addendum 1 there are several questions (2-5) regarding HID Proximity clocks. (a.) Are the HID Proximity cards being utilized by the County standard HID Proximity cards? If not, please give more information about the type of cards you utilize. (b.) There is mention to have the vendor provide a quote for HID Proximity cards. How many cards will the County need? (c.) If the County decides to purchase cards through the vendor, will the vendor be responsible for printing the cards? If so, what type of information will need to be included on the cards (photo, name, ID number, bar code, etc.)? (d.) Is there any interest in seeing pricing for clocks that include both biometric and proximity card options?

Response: a.) These are standard proximity cards, b.) The County uses iClass DP cards and anticipates utilizing these cards with the time and attendance software. The vendor should not need to provide these cards, c.) Purchase of the cards from the vendor is not applicable, d.) Yes, the County asked for both options in the RFP. If there is a clock which provides the option for both simultaneously the County is interested.

THE RFP DUE DATE REMAINS 5:00 PM, JANUARY 16, 2018.

PROPOSER IS RESPONSIBLE FOR MAKING THE NECESSARY CHANGES.

January 8, 2018
DATE

MARGARET H. JOYNER
PURCHASING DIRECTOR
CHATHAM COUNTY