CITY OF DELRAY BEACH
100 N.W. 1ST AVENUE, DELRAY BEACH, FL 33444

Solicitation Addendum

Addendum No.:	2
Solicitation No.:	2016-093L
Solicitation Title:	Time and Attendance Solution
Addendum Date:	June 7, 2016
Purchasing Contact:	Ryan Lingholm; lingholmr@mydelraybeach.com

THE FOLLOWING ITEMS ARE MADE AND HEREBY BECOME A PART OF THIS SOLICITATION:

CHANGE TO:

SECTION 3 4, FORMS AND INSTRUCTIONS

CHANGE TO:

EXHIBIT C, ITEM 3.10, PROPOSAL SURETY

PROPOSAL SURETY: If Special Conditions require a Proposal security, it shall be submitted in the amount stated. A Proposal security can be in the form of a Proposal bond bid bond, certified check or cashier's check. Proposal security will be returned to the unsuccessful Proposers as soon as practicable after opening of proposal after award of the Agreement and shall remain valid until such time. Proposal security will be returned to the successful Proposer after acceptance of the performance bond, if required; acceptance of insurance coverage, if required; and full execution of Agreement documents, if required; or conditions as stated in Special Conditions**.**

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NOTE: Items that are struck through are deleted. Items that are underlined have been added. All other terms and conditions remain as stated in the RFP.

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QUESTIONS AND RESPONSES:

Q1. When will the new Payroll application implementation begin? When does the City expect to be live with the new Payroll system?

R1. At this time, the City does not have a pre-determined start date for the new payroll application. However it is anticipated to be in the first half of FY 2017.

Q2. Does the City currently utilize an IVR (Interactive Voice Response) system for another purpose? If so, what vendor solution is being utilized?

R2. Yes, the City utilizes an IVR system. Beginning in July 2016 Maxis360 (VoIP) will develop the required IVR functionality.

Q3. Will the City consider vendors that provide biometric clocks with one-verification?

R3. Yes, the City will consider biometric blocks with one-verification method.

Q4. How many users will need proximity support?

R4. The City estimates that 579 users will need proximity support. A breakdown by department/division is listed below.

Human Resources	6
City Clerk	8
Risk Management	1
City Attorney	3
Information Technology	4
Community Improvement	33
Planning & Zoning	5
Police	213
Ocean Rescue	41
Environmental Services	113
Parks & Recreation	93
Parks Maintenance	42
Utility Billing	17
Fire	5
Purchasing	2
Finance	2

End of Addendum

INSTRUCTIONS:

Receipt of this addendum must be acknowledged as instructed in the solicitation document. Failure to acknowledge receipt of this Addendum may result in the disqualification of Respondent's response.