

## **ADDENDUM #1**

To the suppliers who plan to provide a response to the College's  
*Request for Proposal SPC-01-20-21 Consulting Services PeopleSoft Personnel Action Functionalities*  
posted August 6, 2020

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### **Question and Answers**

1. Facsimile or electronic proposals will not be accepted. Proposals must be provided in hard copy format, in a sealed and properly labeled envelope, as referenced in GENERAL CONDITIONS above. Given the constraints of remote work during COVID-19, we respectfully request that SPC accept proposals by email only.

*Answer: No, we cannot accept electronic submissions.*

2. REGISTRATION: Prior to submitting a proposal, a Respondent must register with the College's Purchasing Office in order to be placed on the distribution list for addenda or official communications concerning this RFP. Please register using the Respondent Registration Form, see page 16 of the RFP package. Please clarify whether respondents should email the completed RESPONDENT REGISTRATION FORM prior to proposal submission, or include it with their proposal materials.

*Answer: SPC will accept the Respondent Registration form prior or with the proposal. Both are acceptable.*

3. CHANGES OR MODIFICATIONS: The College reserves the right to make changes to this RFP. Changes may include but are not limited to postponing the due date of proposals or revising RFP specifications. All changes will be announced and disseminated by the College's Purchasing Department via addendum posted to the College's Purchasing website and sent to registered Respondents via email with sufficient time for Respondents to amend their proposals following the College's change. Respondents must acknowledge receipt of all addenda by signing, dating, and returning the acknowledgment page of the addendum with the Respondent's proposal. Is it sufficient to acknowledge addenda as requested on the PROPOSAL CERTIFICATION form, or should respondents also sign, date, and return the acknowledgment page of the addendum with their proposals?

*Answer: It is sufficient to acknowledge addenda on the proposal certification form.*

4. CONTRACT TYPE: The College anticipates entering into a deliverable based reimbursement contract with the successful Respondent. Deliverables will be aligned with the outcome measures referenced in this RFP. Please confirm whether SPC seeks a deliverable based reimbursement contract.

*Answer: The contract type and terms will be determined once vendor selection has been made. The College anticipates entering into a deliverable-based reimbursement contract with the selected vendor. At a minimum, each respondent should provide a price for the overall project, along with costs anticipated for each stage of the project. Hourly rates should be included for all team members. The total project cost must be all-inclusive.*

5. PROPOSAL SPECIFICATIONS, REQUIREMENTS AND PREFERENCES: Please respond to each of the questions/requirements below (whether labeled as required or preferred). Additional information may be provided as attachments. Each response must be labeled with the corresponding question/requirement number. The maximum page limit for responses, not including required addenda, is 45 pages. Does the page limit also exclude the cover letter, table of contents, required forms, and any attachments?

Answer: The page limit does not include cover letter, table of contents, required forms, or attachments.

6. SUMMARIZED SCHEDULE OF EVENTS, 8/14/2020 at 12:00 Noon, Answers to written inquiries will be posted to college's website <https://webapps.spcollege.edu/purchasing/>. Could SPC please post answers to written inquiries on a rolling basis up to Friday, 8/14/2020 at 12:00 Noon?

Answer: No.

7. I did not see where you requested any resumes of our proposed staff for the project. Are we to provide resumes in our response?

Answer: Yes, please include.

8. With the COVID Pandemic, would the college: Accept an electronic submission in lieu of hard copies?

Answer: No.

9. Be open to a 1-2 week extension of the RFP response deadline?

Answer: No.

10. Will you consider proposal for work delivered 100% remote, with no onsite presence from the solution provider? If not, please state the minimum expectation of on-site work.

Answer: 100% remote work will be preferred.

11. Have you moved from Classic homepages to Fluid Landing Pages? If yes, is this in all applications or select applications? If no or only select applications, what is the timeline for all PeopleSoft applications to be "fluidized".

Answer: The table below represents existing Fluid functionality in PeopleSoft systems.

Fluid Functionality	Employees (Campus Solutions, HR and Finance)
Fluid Homepage	Not Used
Fluid Banner	Implemented
NavBar	Implemented
Personalization	Not Used
Tiles	Not Used
Fluid Dashboards	Not Used

12. Is each user a "single user" across the PeopleSoft ecosystem? In other words, if a user is able to access multiple PeopleSoft systems, does that user use the same username to access each application or are usernames unique in each application?

Answer: The usernames are the same for all systems. We use MS Active Directory LDAP auth for all systems. We use a custom ADFS SSO solution for users to login.

13. Are you using PeopleSoft Single Sign-on?

Answer: We are using Peoplesoft Single Sign-on and portions of Unified Navigation.

14. Are you using a 3<sup>rd</sup> party authentication solution, whether off-the-shelf or custom built, for login to PeopleSoft?

Answer: See response to question #12.

15. Is Unified Navigation configured?

Answer: Yes

16. Are you planning to continue utilizing and supporting Interaction Hub? If not, what is the timeline for decommissioning Portal and what application would serve as the entry point to PeopleSoft?

Answer: Yes, we are planning to continue utilizing and supporting Interaction Hub.

17. Has the college actively and intentionally configured/modified the application to suppress Fluid UI behavior and force the existing Classic user interface to continue appearing?

Answer: Yes, we are using Classic homepages in HR PT8.56.

18. How many custom objects are in the HCM application?

Answer: The only custom or customized-delivered objects/items that are relevant to this project would be those related to PAAR functions, such as Person Data and Job Data in the Administer Workforce module, Profiles under Workforce Development, etc.

19. What modifications have been made to delivered functionality in HCM

Answer: See response to question #18

20. What, if any, “bolt on” functionality has been built and maintained in HCM by the college?

Answer: See the table below for the list of integrations and customizations in the PeopleSoft HCM application.

#	Name	Description
1	WebTime Leave Entry	Bolt on application. Leave entry and approvals for all employees, supports only few leave types. We do not have Absence Management implemented but do have licenses.
2	WebTime Timesheets	Bolt on application. Timesheet entry for hourly, OPS, Student employees. We do not have Time & Labor implemented but do have licenses.
3	Timeclock	Interfaces to timeclock system (employee and supervisor data), and from timeclock system (timesheet entries).
4	Ben. Billing Payments	Interface to apply payments to the benefits billing for our retirees.
7	HR to Portal	Workflow / Role Assignment messages

21. What is the size and experience level of the college’s PeopleSoft technical team?

Answer: 6 experienced developers (most have 10+ years of Peoplesoft), 4 administrators (2 experienced with 10+ years)

22. What is the size and experience level of the college’s PeopleSoft Business Analyst?

Answer: Currently no business analysts for HR application.

23. What training have college technical, BA, or administrative users taken in regard to the new releases and/or with Fluid UI?  
Answer: Most developers completed Peoplesoft FLUID training. Half of the developers have some experience with Fluid development from the Campus Solution 9.2 upgrade project.
24. Describe the functional training documents produced and maintained for PeopleSoft by the college training team.  
Answer: No response.
25. What is the size and experience of the PeopleSoft security team?  
Answer: The PS admin team is 4 members and 2 members have over 10+ years of security experience. We don't have a dedicated PeopleSoft security team.
26. What is the College's upstream migration/environment change management path, and what is the downstream refresh path?  
Answer: Current HR Prod 9.2/PT 8.56.16, HRPUM25. We are in the process of refreshing our 8.56.16 HRUPG (Dev) and HRTST (Test) databases.
27. Is the College using delivered Roles and Permissions or cloned versions suited to College purpose?  
Answer: We are using custom roles and permission lists.
28. Describe the test scripts that the College will use to validate the new solution.  
Answer: We developed a standard test plan that includes multiple modules that simulates the actions for inputting PAAR.
29. What, if any, test automation tools are in use with PeopleSoft? Is the PeopleTools Test Framework used in any capacity?  
Answer: We are not using PeopleTools Test Framework, nor other automated tools.
30. With COVID-19 disrupting both travel and work, what percentage of work would be acceptable for on-site vs. off-site?  
Answer: 100% remote work is preferred.
31. Are off-shore resources permitted for this contract?  
Answer: Preferred delivery model is remote within US.
32. Are there any personnel security clearance requirements?  
Answer: No security clearance is required.
33. Period of performance for this solicitation is listed as Oct 1, 2020 - June 30, 2021. During holidays, does SPC plan on working through breaks or will there be scheduled time off during holiday periods?  
Answer: There will be scheduled time off during holidays, however, team members are flexible to work over the holidays based upon the needs of the project.
34. Since this program was originally awarded in 2017, can you provide the total expenditure for the incumbent for the duration of their tenure?  
Answer: This is the original RFP for this project.
35. Will SPC provide a copy of the current PAAR form, along with the approval rules currently in place for the included transactions?

Answer: Yes, we will provide this information to selected vendor.

36. Will SPC allow for non-Managers to initiate any of the transactions (i.e.; will HR be able to initiate any of the included transactions)?

Answer: HR should be able to initiate any transactions as well as delegates and manager designees (i.e. their staff assistants).

37. There is a PeopleTools upgrade project planned – when will this PeopleTools project commence in relation to the initiation of this Self-Service project?

Answer: This project should be independent of the PeopleTools upgrade unless required for the implementation of this project.

38. How will the PeopleTools upgrade project impact the go-live of this Self-Service project? Is the vision for this project to wait until the new PeopleTools version is available or will it go-live prior to the other project?

Answer: Please see answer to question #37.

39. Will there be a PUM Image update applied prior to the go-live of this Self-Service enhancement project? If so, what Image? Is this project dependent upon an Image update?

Answer: If necessary for implementation of this project, we will apply HRPUM35 or selective patches. We will discuss this approach with the selected vendor and seek their expertise on this subject.

40. Is SPC considering a database upgrade or a Linux upgrade prior to or as part of the go-live for this project?

Answer: No, unless necessary for the implementation of this project.

41. How should we address travel as part of this project?

Answer: 100% remote work will be preferred.

42. Will our team be allowed to work fully remotely?

Answer: Yes.

43. Will our team need to provide any special information in order to work onsite?

Answer: Remote work is preferred. If onsite work is determined to be necessary, the terms and conditions will be discussed during contract negotiation.

44. Does SPC have a minimum requirement for onsite work during this project?

Answer: See response to question #43.

45. Can we utilize offshore development resources? If so, are there any restrictions on where they can be located?

Answer: Preferred delivery model is remote within US.

46. Is SPC seeking a fixed-bid for this Project? Will you accept a fixed-bid for this work?

Answer: The contract type and terms will be determined once vendor selection has been made. The College anticipates entering into a deliverable-based reimbursement contract with the selected vendor. At a minimum, each respondent should provide a price for the overall project. Hourly rates should be included for all team members. The total project cost must be all-inclusive.



47. Who will provide training to the end users (Vendor; SPC; both)? What format will this training take (classroom; printed User Guide; other)?

Answer: Vendor is expected to provide the train-the-trainer training to the HR resources. User training format will be determined later on the project.

48. What format does SPC envision for the functional team (HR) training: instructor-led sessions; printed materials; video content; other format(s)?

Answer: See response to question #47.

49. Does SPC currently utilize the Fluid User Interface within PeopleSoft HCM? If not, will you consider including such functionality as part of this project?

Answer: See response to question #11.

50. Can all the tasks in the current scope be performed remotely? Is SPC open to the use of offshore resources?

Answer: See response to question #10.

51. What is the expected timeline to complete this project?

Answer: The timeline will be determined during scoping and scheduling of the project.

52. What is the budget for this project?

Answer: No response

53. Are there plans for SPC to update to the latest HCM PUM image or will they remain on 25 for this project?

Answer: HRPUM35 will be applied as part of the PeopleTools 8.58 upgrade. The PT8.58, database, and HRPUM35 are a separate project planned to go live March 2021. The timing of that project may not coincide with this self-service implementation.

54. What is the default web browser for SPC?

Answer: SPC uses all major browsers

55. What is the percentage of staff using mobile devices (IOS, Android) vs windows?

Answer: Currently, PAAR is not mobile enabled.

56. Will the new functionality be available on mobile devices?

a. If so, what mobile devices are being used?

Answer: It's not a requirement for this project.

57. How customized is the PeopleSoft application (Low, Medium, or High)? Are customizations well documented?

Answer: HR PeopleSoft application is very low customized (less than 5%).

58. Will there be a need for any BI Published or/and PS Query Reports?

Answer: Not planned for this project.

59. Will any SPC developers be available to assist with development?

Answer: The involvement of SPC developers and administrators may be very limited, as they will be working on production support and the Tools/Database/Application upgrade project scheduled for March 2021. Please assume that the vendor will do all of the development, and we can adjust the estimate if SPC developers are available.

60. Will the BTRG developers have ability to delete their trace files from the app server? If developers do not have access to do this will there be a system administrator assigned to assist with this task? What is the turn-around time for this request? Will there be a dedicated system administrator assigned from the SPC side to assist with these kinds of tasks?

Answer: SPC developers and admins have access to delete the trace files in non-production systems. They will be able to delete these files based on the request from consulting vendor. There will be several developers/admins capable of helping during business hours.

61. In what capacity will the DBA or/and System administrator be assigned to this implementation project?

Answer: System administrators will support the implementation on part time (as needed) basis, due to other ongoing projects.

62. Who normally does migrations between DEV and Test environments?

Answer: The Senior Developer typically does migrations between DEV and Test environment for HR.

63. Does SPC use delivered row-level security or is this customized?

Answer: We currently are not using row-level security.

64. Will both employees and non-employees have access to self-service transactions?

Answer: Only employees.

65. What information will employees be able to change?

Answer: Without approval workflow: address, phone, email, ethnicity, disability, gender, and emergency contact.

66. Will SPC implement Life Events?

Answer: Planned, but outside of the scope of this project.

67. Will SPC use the chain of the direct report for the approval process? Or will non-managers be involved in approvals? (Admins)

a. How many layers of approvals for each of the transactions? – An example of a two-tier approval would be 2nd level manager and HR Operations. Answer: Up to 5 layers of approvals

- i. Request Transfer
- ii. Request Termination
- iii. Request Retirement
- iv. Request FT/PT/Hours Change
- v. Request Location Change
- vi. Request Reports To (Supervisor) Change
- vii. Request Salary Change
- viii. Promotion (Competitive)
- ix. Promotion (Reclass)
- x. Change Account Code/Combo Code
- xi. Add Additional Job
- xii. Request Hire/Rehire

b. Is SPC currently using any workflow in PeopleSoft? Answer: Not for use on this project.

c. Will any non-employees submit or approve transactions? Answer: No.

- i. If so, do not employees have a position?

68. Will all transactions be FLUID enabled?

- a. IS SPC utilizing ESS and MSS fluid home pages? If not, will this be part of the implementation?
- b. Is SPC currently using any dashboards or work centers? If not, will this be part of the implementation?

Answer: It's not a requirement for this project

a) No.

b) SPC does not currently use dashboards or work centers in the HR application. We'd like to have a manager dashboard as part of the project, if possible.

69. Will SPC only allow managers to submit MSS transactions or will admins submit transactions on behalf of the manager?

Answer: Please see response to question # 36.

70. Has the SPC team seen a demo of the delivered PeopleSoft GSS transactions?

Answer: Yes.

71. Is SPC looking to combine any of the transaction for the manager to submit? An example might be a manager who wants to transfer an employee and also have an account code/Combo Code change. Would the manager submit one transaction with all fields on the same page with one workflow or two transactions with a separate workflow?

Answer: Yes, we allow multiple field changes on a single PAAR using the workflow with the highest approval level.

72. What involvement would a manager have in a competitive promotion vs a reclass promotion?

Answer: They can be involved in both. They would initiate the PAAR for both a competitive and a reclass promotion.

73. Will SPC functional users be involved in testing? Approximately how many?

Answer: Yes. The HR team (up to 9 positions) will be involved in testing when available.

74. Does SPC currently have test scripts and current processes documented?

Answer: Yes.

75. Does SPC currently use earnings distribution for account code/combo code tracking

Answer: Yes. We have many employees funded by split accounts.

76. Since employees can have multiple jobs, can they also report to multiple managers?

- a. If so, will managers only have visibility into the job that reports to their position?

Answer: Each job reports to one manager.

a) Managers will have visibility to their direct and indirect reports.

77. We understand from the RFP that PeopleSoft HCM, FSCM, Campus and Portal solution are on Oracle Cloud Infrastructure (OCI), please confirm?

Answer: Yes, that is correct.



78. Are integrations with any external systems/applications part of the overall project scope? If yes: please do share the architecture diagram that shows all of the integrations/middleware to the touchpoint applications.

Answer: No.

79. Please do confirm the current database version?

Answer: We are on 18.10 currently.

80. Are there any existing data migration, monitoring and/or test automation tools (e.g. PeopleSoft Test Framework, etc.) currently being used?

Answer: See response to question #29.

81. What is your current IT Team Structure? Please share the high-level Org Chart and Roles across the PeopleSoft suite of applications.

Answer: See response to question #21.

82. What level of engagement/Roles do you expect from the SPC IT/Business Teams throughout the implementation of this project?

Answer: Internal project resources will include project manager, HR functional subject matter expert, HR department staff/testers, application developer (part time), and database administrator (part time). The HR Department and Director of Business Data Management will provide support and guidance on College business processes, rules and practices.

83. Is Organizational Change Management in scope of this project?

Answer: Organizational Change Management will be handled by internal resources.

84. What number of hierarchy approvals would be required for transactions as part of Manager self-service?

Answer: See response to question #67.

85. What is the frequency of salary changes e.g. both off/on cycle?

Answer: Manager may request additional pay or salary changes that can be future-dated or back-dated.

86. Please provide more details around the requirements for promotion (competitive) and Promotion (reclass)? In PeopleSoft we have promotion with and without salary change; do you mean the same thing here? How differently are promotion competitive and promotion reclass transactions setup in the current system?

Answer: Competitive Promotion: There is an opening, employee applies for the job, and is selected from a group of applicants. Reclassification: Recommendation that the employee's job is reclassified to a higher/lower level or employee is recommended for an opening without other applicants.

87. Can an employee hold more than one job? In which case, when an additional job is enabled for the same employee, would that be qualified for additional salary and benefits?

Answer: Yes. Each job has its own compensation. Benefits eligibility is determined by the employee's primary job.

88. Is it possible for you to share the PAAR form, to better understand what is required for Change Account Code/Combo code?

Answer: PAAR form will be shared/reviewed in detail with selected vendor

89. There is a "delivered" functionality available for Hire/Rehire in PeopleSoft. We would more details to understand what is exactly required here.

Answer: We would like to this transaction available on the Manager Self Service or implement the delivered Hire/Rehire functionality from the Recruiting module.

90. Since Payroll for North America module is already in use, how are self-service transactions related to Payroll currently happening? E.g. Direct deposit, tax withholding etc.

Answer: Direct deposit is not available as an ESS transaction (the decision was made to discontinue). Pay advices/checks, W-2, and W-4 are available as ESS transactions.

91. Since Administer Workforce module is already in use, why is the "Add additional job" functionality not being used? Why is it mentioned as part of ESS/MSS transactions?

Answer: HR staff uses "Add additional job" pages/functionality. We want a manager to be able to request "Add additional job". This request is currently available in our current PAAR system.

92. Before implementation of ESS/MSS in PeopleSoft, how are you planning to complete all transactions in the existing system (PAAR)?

Answer: HR staff receives the PAAR and manually enters the requested action/change into PeopleSoft. This will continue until all outstanding PAARs are completed (even after implementation)

93. Is there any other MSS/ESS functionality needed, other than the transactions mentioned in the RFP? E.g. How is ePerformance module currently working in the existing system, etc.?

Answer: No other MSS/ESS functionality is required as part of this project. However, our intention is to use all functionalities. Our current employee review will be replaced by PS Performance Management as soon as this project is completed.

94. How is "Change Account code/combo code" business process setup in the current system?

Answer: HR staff receives the PAAR and manually enters the requested action/change into PeopleSoft.

95. The current PAAR solution is stand alone, is there a reference manual that is being referred to by the HR staff to carefully execute the corresponding transactions in PeopleSoft.

Answer: Yes

96. How are the current workflows approvals for PAAR application handled.

Answer: Handled within the PAAR system. Requests and approvals are occasionally received via email and then entered into the PAAR system by HR staff.

97. Are there any reporting requirements that comes along with the configuration of the PAAR functions in PeopleSoft.

Answer: No.

98. As a selected vendor, shall we be given access to the current configuration documentation and security matrix document.

Answer: Yes

99. Please share the details of the internal teams/ stake holders that would interact/ support the selected vendor during the implementation.

Answer: See response to question #82.

100. When do you plan to implement Recruitment module.

Answer: After implementation/go-live of this project.

101. When is the PeopleTools upgrade activity for the scheduled environments.

Answer: PeopleTools 8.58, Database, HRPUM35 is scheduled to go live in March 2021. This project includes updates to all Peoplesoft systems (IH, CS, HR, FS).

102. For this project, can you please describe SPC's project team, both from a business (HR) and IT perspective? Please provide titles, and the number of hours each resource plans to contribute to the project?

Answer: Please see response to question #99

103. Will AppDev, security configuration and system admin technical work be done by SPC's IT department?

Answer: The vendor will work with SPC to perform design, development and configuration setup.

104. If so, is the expectation that the vendor will provide SPC IT department with functional and technical requirements and that they will build and/or customize (if needed) or are you expecting the selected vendor to perform the configurations changes and/or build the customizations?

Answer: Please see response to question #103.

105. If SPC IT will build and do the actual coding for such things as customizations, etc., is the expectation that the vendor will project manage or will it be project managed internally?

Answer: The project will be project managed internally. However, the vendor may be called upon to assist with the initial development of the project plan.

106. Will SPC document training material and provide training or will that be a deliverable for the vendor?

AV: Please see response to question #47.

107. Does the SPC AppDev team adhere to agile or waterfall?

Answer: Waterfall.

108. If Agile, please describe the role that the vendors technical person will fulfill, if any (i.e., ScrumMaster, Product Owner, Developer, architect, etc.)?

AV: N/A

109. Can you provide an overall system diagram of all Hardware systems and Software platforms currently being utilized by SPC?

Answer: No response.

110. Can you explain what the rationale was for not integrating HRMS and Student Database models?

Answer: Did not need synchronization because the reporting and processing is separate for employees and students. Only the Emplid needs to be common between the two databases and the SA system assigns the next available sequential Emplid.

111. Is it assumed that the selected firm for this project will also undertake the future implementation of the recruiting module?

Answer: No

112. If the incumbent is NOT selected for this project, will there be a knowledge transfer with the newly selected firm? If so, what is the anticipated duration of this knowledge transfer?

Answer: We can provide existing documentation and process maps.

113. For the top 3 firms' responses, what will be the platform for the demonstration/presentation to the selection committee?

Answer: Microsoft Teams

114. Are off-shore resources permitted to be utilized?

Answer: Preferred delivery model is remote within US.

115. Has there been a current assessment performed on existing PeopleSoft modules and functionality? If so, will the respondents receive this assessment prior to proposal submission or after proposal submission?

Answer: Yes. Sierra-Cedar performed HCM assessment for SPC. The findings of the assessment are provided.

116. Due to the current COVID-19 pandemic, how is SPC prepared to accommodate on-site and remote consulting services?

Answer: Please see answer to question #10.

117. Is there an overall budget you could share with us?

Answer: No response.

118. Will the project start immediately at the Notice to Award date?

Answer: Yes

119. Per RFP, data is manually entered in PSFT and local Access db, will there be data cleanup and conversion activity that needs to be performed by consulting resources?

Answer: No.

120. What assumptions can we make regarding resources from St. Petersburg that will contribute towards the project deliverables? PM, Developer, Infrastructure, Functional, Change Mgmt and Training?

Answer: Please see response to question #82

121. Could you please describe the services in use on Oracle Cloud (listed under PeopleSoft Environments on page 11)? Are all PeopleSoft environments hosted on Oracle Cloud Infrastructure? Are there Oracle SaaS modules in use?

Answer: In March 2019, SPC moved PeopleSoft infrastructure to Oracle Cloud Infrastructure (OCI) services, including Infrastructure as a Service (IaaS) and Platform as a Service (PaaS) to host the College's PeopleSoft enterprise resource planning environments. There are no Oracle SaaS modules currently in use.

122. Please describe how portal is used today and anticipated scope for the project? Is it used for end users to login into PeopleSoft? Or do end users utilize Portal to execute business functions?

Answer: Interaction Hub is used for access to self-service functionality for employees. All of the HR users currently log in directly into HR application to perform their work.

123. Is there documentation available for the existing business processes in scope?

Answer: Yes.

124. Is SPC looking for MSS /ESS fluid version or 9.2 classic or is this open for discussion as part of the project?

Answer: This is open for discussion as part of the project.

125. Are there ESS transactions currently in use and what are the future expectations? For example: Benefits and Payroll in self-service mode-eBen/ePay!

Answer: Yes, there are some ESS transactions implemented: address, phone, email, ethnicity, emergency contact, Pay Advices, W2, W4 and Open Enrollment are available in ESS.

126. Who currently has access to the PAAR system? Do managers currently use the system?

Answer: Managers and their designees can initiate transactions in the PAAR system, as well as HR staff.

127. Please describe any integration requirements related to the standalone employment application system with PeopleSoft

Answer: This is out of scope for the project.

128. What is the anticipated number of users by roles? Total number and anticipated concurrent users.

Answer: Up to 20 employees will log in to directly to HCM (Payroll and HR staff). Other people (employees, managers and designees) will go through Interaction Hub.

129. Are you currently using any features/functions of ESS (Employee Self Service) or MSS (Manager Self Service)

Answer: Please see response to question # 125.

130. Do you currently have a 3-tier environment (Dev, Test and PROD)? If so, could we get access to your DEV and TEST environments early on?

Answer: Yes – 3-tier environment. You will have access to the Dev and Test environments after the award of the project.

131. What is the approximate size of your HCM Database?

Answer: 130GB

132. Are you expecting in person classroom training or virtual?

Answer: The training format will be determined later in the project.

133. Can we use your infrastructure for development?

Answer: Yes

134. Do you expect us to have any software tools and licenses or we can leverage everything available within your environment?

Answer: You should be able to leverage everything within our environment.

135. "Please confirm the project delivery models that your organization is open to:

(1) Remote within US

(2) Remote within US and offshore

Answer: Preferred delivery model is remote within US.