



## **ADDENDUM #1**

### **REQUEST FOR PROPOSAL (RFP) #2023-13 Enterprise Resource Planning (ERP) Software**

#### **NOTICE TO ALL BIDDERS**

The Request for Proposal is modified as set forth in this Addendum. The original Request for Proposal and any previously issued addenda remain in full force and effect, except as modified by this Addendum. Proposals shall consider this Addendum when preparing and submitting a proposal and shall acknowledge receipt of this Addendum in their proposal.

#### **BID SUBMITTAL DEADLINE**

The proposal submittal deadline is changed by this Addendum.  
**Proposals are due Friday October 20, 2023, 1:00 p.m. (EST).**

#### **Questions**

1. Will you consider an extension on the due date? **No ; if extension is made all will be notified**
2. Will MTA consider a “best of breed” solution? In the scope of work it says, “must include these functions.” I can’t find anything that will indicate if MTA considers finance only, then an integration with inventory management or payroll for specific needs. **Sure**
3. Is an integration with UKG for payroll specific functions needed? In the Scope of work, it’s indicated that payroll and garnishments is needed, however, later there is an integration to UKG for payroll and no specific payroll functions called out. **UKG integration would be helpful, but is not required.**
4. There’s a bond requirement, but it appears it’s only to construction/facility contracts. I want to be safe and make sure it’s not needed here. **No**
5. How many employees do you issue W2’s for? **~ 600**
6. How many employees need full access to enter transactions into the system, view dashboards, and online reports? **Less than 15**
7. How many employees need access to planning and budgeting? **3 or less**
8. How many users just need access to enter purchase requisitions or expense reports? **5 for Requisitions and 15 for Item request**
9. How many historical years of data will need to be migrated? **I’ll say 7 for audit purposes.**
10. Will there be a vendor’s conference? **No, we may request a demos after due date**

11. The MTA is looking to have a new ERP system implemented by no later than April 1, 2024. What is the reason for this go live date? Assuming you make a decision and contract by the end of the year, that would only allow a 3-month implementation timeline (planning, implementation, training, etc). A minimum of 6 months would be needed to implement a new ERP. Is this go live date able to be pushed out? **Yes, please list proposed dated in proposal**
12. DBE\_ is this requirement? If so, is the requirement the 1.24% **not required for this RFP**
13. What is your current financial system? **Solomon/Microsoft Dynamics for GL, inventory, AP, AR, Sage for Fixed Assets**
14. What do you plan to keep? **UKG for payroll/timekeeping**
15. What do you plan to replace? **All non-payroll modules**
16. What systems do you need to integrate with? Ie. **Trapeze No integrations required, but would be nice to integrate with UKG, KRONOS, Trapeze, Kevadiya, Optibus, Kronos**
17. You ask a lot about CSV files. What files/date do you need to import/expirt and from what systems? **Solomon Microsoft Dynamics data for inventory AP, AR, sage for fixed assets**
18. UKG-payroll (please provide more info on what you use and how) We use UKG to process payroll and as an employee database. **We use Kronos for timekeeping. Kronos information integrates with UKG.**
19. How much historical data do you plan to bring over from your current system? **7 years for audit purposes**
20. Please provide a breakdown of employees-**full-time, 155 part-time, 1-2 1090s**

Contract vehicle- you provided your contract document, but it is not applicable to Software as a Service-ie. How the service is provided, support, warranty, etc. All our customers are on one product/one service so we cannot offer different contract terms for each customer. I understand that MTA has specific Michigan laws that they need to include. Would you consider using our MSA and negotiating terms from that agreement? Our legal is reviewing and will be providing additional questions and comments. **This is our standard contract which goes in all our Proposals. We understand it may not pertain to this solicitation.**

21. You have a requirement that the RFP response become part of the contract and we request that you reconsider per the exception request below. Any SaaS vendor will have the same issue.

Workday Exception: Workday takes exception to this requirement. We believe that Workday's Proposal responses to the functional and technical requirements set forth in the RFP are accurate for the Workday cloud service as it is delivered today. However, given Workday's one-to-many business model, the Workday Service is constantly being improved. Workday provides upgrades multiple times a year (currently 2x a year) and all customers get access to the new features and functionality. There is no ability to stay with an old version or out-of-date functionality. The frequent release schedule means that any proposal describing features and functionality is a snapshot in time which becomes outdated in part by the next upgrade. The proposal is typically out of date by the time a contract is signed. Although the configuration/deployment process is shorter with Workday's Service than with typical installed software equivalents, there are likely to be multiple additional upgrades by the time the Workday Service goes live, making the proposal even more out of sync with what is actually being delivered. Furthermore, since

we deliver the same Workday Service to all customers, our delivery model prevents us from using customer-created descriptions of functionality in our warranty. Therefore, Workday does not agree to attach or incorporate responses and content provided in the proposal into the contract for the Workday Service. We recognize that traditionally, organizations like to have these documents attached as a means of protection against vendor fraud in the procurement process. In lieu of warranting to functional specifications in the RFP or attaching RFP responses to the contract, Workday instead provides an ongoing warranty to the Workday Documentation (which is the administrative guide for the Service) that persists for the lifetime of the subscription (meaning, the warranty begins on the day the subscription contract is signed and remains in effect throughout the term). Workday's Documentation is online and available to customers as part of the Workday Service. This means that instead of warranting for a finite period, Workday will be warranting that as long as a customer is using the Workday cloud service, it will conform to its then-current documentation.

Additionally, as part of its standard warranty, Workday warrants that changes to the Workday Service will not materially degrade functionality of the Service. Accordingly, customers receive a long-term warranty that functionality will not disappear or materially degrade despite changes in delivery technology. Furthermore, Workday does not limit its direct liability for fraud, so our customers have a strong protection against fraud in the procurement process. We believe that combined, this actually offers a much stronger protection than what has typically been provided for commercial software: when vendors will attach RFPs and proposals to contracts, they do so in a way which provides a warranty that is either only for the version of the software that was current when the proposal was written, or only for a very limited time (1-2 years), so it would often expire before the solution was implemented.

**Please list your standard warranty. MTA list this information in all RFP's even though it may not be applicable to all types of services.**

**\*\*\*PROPOSALS MUST INDICATE ON THE EXTERIOR OF THEIR PROPOSAL**

**"ADDENDUM #1 RECEIVED"**