

HARRIS COUNTY APPRAISAL DISTRICT
 Questions and Answers Related to the HRMS Request for Proposal
 RFP # 2019-09
 HUMAN RESOURCES MANAGEMENT SYSTEM

Issued October 16, 2019

Pre-Bid Meeting: October 23, 2019 1:30pm, Room 631, HCAD headquarters

Bid Deadline: 10:00 a.m. November 21, 2019

Bid Opening 10:30 am, November 21, Board of Directors' Meeting Room on 7th Floor

Question	Answer
Will there be an opportunity to see or hear the pre-bid meeting without attending?	Yes, information for a GoToMeeting will be issued on Tuesday, Oct. 22
Will HCAD consider replacing Kronos Dimensions payroll as part of a full HRIS/Payroll application where payroll is part of the core system (meaning payroll and HR are inseparable)?	We have determined Kronos Dimensions will be our payroll solution, and we will not consider another payroll system. HRMS must integrate with Kronos Dimensions.
Can vendors call in for the pre-bid meeting?	<p>Pre-bid meeting Wed, Oct 23, 2019 1:30 PM - 2:30 PM CDT</p> <p>Please join my meeting from your computer, tablet or smartphone. https://global.gotomeeting.com/join/387331461</p> <p>You can also dial in using your phone. United States: +1 (312) 757-3121</p> <p>Access Code: 387-331-461</p> <p>New to GoToMeeting? Get the app now and be ready when your first meeting starts: https://global.gotomeeting.com/install/387331461</p>
Does every question in the Supplemental Document - Product Functionality Spreadsheet need to be answered with both a code and a comment?	Yes, every function requires a code. However, only functions <u>not offered</u> by your software require a comment. If both the code and comment are missing, we will assume your software doesn't have that capability.

Is it a hard requirement that it must be mailed in or hand delivered?	The proposal must be delivered to the HCAD purchasing by someone. A carrier can deliver the packets. HCAD DOES NOT RECEIVE EMAILED RFP's because we do not have the software to keep them sealed until time for opening.
Which version of the Conflict of Interest form should be submitted?	The 2017 version. It can be found on HCAD.org
For purposes of providing pricing, our software is based on a Per Employee Per Month pricing model. How many employees should I use as a basis for pricing?	650
Regarding benefits, what providers do you currently use where integration (carrier feeds) will be required?	Currently, the integration will be with our benefits administrator, TAC (Texas Association of Counties).
existing accounting system?	Yes
Any other point of integration?	Learning content providers, competencies (DDI), and any other content providers.
How many licenses are needed?	We need 650 full licenses for HCAD employees and 250 partial licenses (limited usage) for temporary employees and ARB members.