



## THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO, CPPB  
PURCHASING AGENT

COUNTY COURTHOUSE  
722 Moody (21<sup>st</sup> Street)  
Fifth (5<sup>th</sup>) Floor  
GALVESTON, TEXAS 77550  
(409) 770-5371

**DATE:** March 3, 2022  
**PROJECT NAME:** Enterprise Resource Planning Assessment  
**SOLICITATION NO:** RFP #B221009  
**RE:** ADDENDUM #1

To All Prospective Proposers:

The following information is being provided to aid in preparation of your bid submittal(s)

**Question #1:** *Can the County share the IT Assessment report developed in 2020/2021?*

Response: No. There are no findings specific to this particular engagement.

**Question #2:** *Will the consultant that prepared the IT Assessment report be allowed to propose on the ERP assessment work in this RFP?*

Response: Yes.

**Question #3:** *Can you confirm that the County is currently leveraging CentralSquare's OneSolution to manage the core Financial and HR scope areas listed on pgs. 6-7 of the RFP?*

Response: Confirmed.

**Question #4:** *Does the County value previous experience working with legacy OneSolution/CentralSquare clients on similar ERP assessments?*

Response: No.

**Question #5:** *Has the County discussed a preferred deployment method for the future ERP software (on-premise vs Vendor-hosted/Cloud)?*

Response: A Cloud solution is preferred.

**Question #6:** *Has the County seen any recent demonstrations of any ERP systems?*

Response: No.

**Question #7:** *Does the County have a budget for the project that they can share?*

Response: No set budget at this time.

**Question #8:** *Are there any other software replacements or technology initiatives planned in the near future (within 5 years)?*

Response: Yes, several.

**Question #9:** *Are there any activities or events that we should be aware of that impact the ability to expedite project work (e.g., in planning our work calendar, are there typical downtimes for staff that would hinder our ability to complete a task)?*

Response: None known at this time.

**Question #10:** *How are expenses for travel to be addressed?*

Response: RFP responders should address this as part of their response as to what the expectations on travel reimbursement should be or if it is included in the overall cost.

**Question #11:** *Will state funds be used? Per the RFP, if state funds are used, certain owner SSNs must be submitted. SSN information is highly confidential and not something we are able to submit with proposals. Would it be acceptable to provide our Federal Tax ID or DUNS number instead?*

Response: The ERP assessment will be funded under the IT budget

**Question #12:** *What ERP and version is the county using now?*

Response: The financial system currently in use is Central Square's OneSolution V 16.1.16128.0. However, there are other parts of the future ERP that are either in a separate system or not included in a system at all. They're manual.

**Question #13:** *Provide a version of the RFP that will allow respondents to copy text from the RFP to the respondent proposal?*

Response: The RFP will only be issued in the original version.

**Question #14:** *Please provide a description of the implementation requirements identified as an engagement outcome on page 7.*

Response: The requirements should include items such as if the solution is on-premises, or cloud based, any type of co-location or redundancy requirements, required timelines, phases, order of implementation, etc.

**Question #15:** *On page 7, respondents are encouraged to include other outcomes to aid in the selection of a new ERP system. How will the costs of the additional items be factored into the County's decision?*

Response: Potentially, yes.

**Question #16:** *Will the County reimburse the consultant for travel expenses?*

Response: Any exceptions to the bid conditions should be listed on a separate sheet of paper and labeled as such. Please list as a separate line item if not included in the base price so the County can take that cost into consideration.

**Question #17:** *The Ability to Perform is weighted at 40%. What factors will the County use to evaluate a bidder's Ability to Perform?*

Response: Previous experience and subsequent successful outcomes. Ability to meet the requirements outlined in the RFP.

**Question #18:** *Can the County provide a format/structure for the response? For example:*

- a. Cover letter*
- b. Experience*
- c. Approach*
- d. Staffing*
- e. References*
- f. Addenda, if any*
- g. Proposal Form*
- h. Vendor Qualification Form*
- i. Debarment Certification Form*
- j. Non-Collusion Affidavit*
- k. Payment Terms*
- l. Contract with Certain Companies*
- m. Companies Boycotting Israel*

Response: Please turn in your submittal utilizing the following format:

- I. Introduction
- II. Corporate Profile
  - a. Experience
  - b. Approach
  - c. Staffing
  - d. References
- III. County Required Forms
  - a. Proposal Form
  - b. Vendor Qualification Form

- c. Debarment Certification Form
- d. Non-Collusion Affidavit
- e. Contract with Certain Companies
- f. Companies Boycotting Israel
- g. Certification Regarding Lobbying

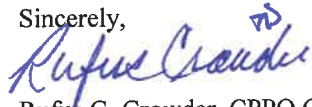
If you have any further questions regarding this bid, please address them to the following:

**Rufus G. Crowder, CPPO CPPB**  
**Galveston County Purchasing Agent**  
**722 Moody, Fifth (5<sup>th</sup>) Floor**  
**Galveston, Texas 77550**

**E-mail:** [purchasing.bids@co.galveston.tx.us](mailto:purchasing.bids@co.galveston.tx.us) or contact the Purchasing Department at (409) 770-5371.

Please excuse us for any inconvenience that this may have caused.

Sincerely,



Rufus G. Crowder, CPPO CPPB  
Purchasing Agent  
Galveston County