



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO, CPPB
PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor
GALVESTON, TEXAS 77550

July 19, 2023

PROJECT NAME: Timeclock Replacement for Workday
SOLICITATION NO: RFP #B232021
RE: ADDENDUM #1

To All Prospective Bidders:

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

Question #1: *How many clocks are needed?*

Response: Thirty-one (31)

Question #2: *How many employees will be using the time clocks to clock in/out?*

Response: Approximately 1,300

Question #3: *How many biometric with proximity time clocks are desired to be quoted by the County?*

Response: One (1)

Question # 4: *Are there any employees that work multiple jobs or positions that needs to select this while clocking in at the time clocks?*

Response: No

Question # 5: *Do you desire employees to use the time clocks for tracking their time against breaks or lunches?*

Response: Yes

Question #6: *Is it desired for the time collection devices to consume schedules from another system to regulate when certain groups of employees can clock in/out or for attendance purposes of tracking tardies or absences?*

Response: No

Question #7: *Is it desired for employees to utilize self-service tools at the time clocks such as viewing punches, viewing schedules, requesting time off, view leave balances, etc.?*

Response: Yes

Question # 8: *Which of the following optional items would be desired capability for the time clocks and would they be needed for all or a specified amount?*

Response:

- a. Wifi connectivity -- No.
- b. Power over Ethernet - Yes, all
- c. Battery Backup – Yes, all

Question #9: *How many years of pricing should be included in the quote?*

Response: Five (5) years

Question # 10: *Would it be helpful for employees to be able to attest to their punches from the time clocks?*

Response: Yes, if the information can be passed to the ERP system.

Question #11: *Would it be helpful for employees to be able to send and receive messages from the time clocks?*

Response: Yes

Question #12: *Are there any employee groups from the County that would need to track their time against a work order or grant?*

Response: Yes

Question #13: *Though this RFP response is to be an alternative to those that don't have access to a browser clock or mobile apps, are there any employee groups that could benefit from Mobile Apps that include Geo Fencing or Geo Tracking?*

Response: No

Question #14: *Though this RFP is looking for Time Clocks to integrate with Workday Time Tracking, are there any groups that could benefit from an integrated employee scheduling software such as the Sheriff's office or the Courts? If so, would it be desirable to provide pricing in this response?*

Response: Not as a part of this project

Question #15: *Would it be desired that the time clocks are able to display to employees in their native language for easy adoption such as Spanish?*

Response: No

Question #16: *For the sake of cost savings, are you open to reutilizing your existing proximity time clocks, while retrofitting them with Biometric readers?*

Response: No

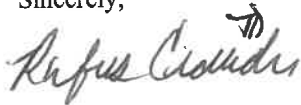
If you have any further questions regarding this bid, please address them to the representative listed below,

Rufus G. Crowder, CPPO CPPB
Galveston County Purchasing Agent
722 Moody, Fifth (5th) Floor
Galveston, Texas 77550
E-mail: purchasing.bids@co.galveston.tx.us

or via e-mail at 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