

RFP Questions and Responses

Question: Page 7 (section a) states that proposal will be received by Park City at 5pm on Thursday October 21st.

This is incorrect. As listed on Page 2, all proposals are due October 12th.

On Page 7 section B you mention that finalist will be notified and will have 2 weeks to schedule a demo. On which date do you anticipate starting demos for finalists? Do you anticipate a 1 or 2 day demonstration?

We are unsure of the date we are starting demos. Demos can be shorter than 1 or 2 days. We are willing to be flexible.

When do you want to go live on a new system?

We are hoping for February – July, but are willing to be flexible. We do expect to have to work out a schedule with our new vendor. Some modules, like applicant tracking, could be done on a separate timeline.

Is this project slated to execute agreement this year in 2017?

We have a fiscal year budget. I really think that will be easily possible, but if it didn't happen for some reason we are good with January. But soon.

How many total employees do you currently have?

750. Our issue is that we have a ton of employees who do not work for us hardly at all. We employ, for example, 100 police officers who work for other agencies we can call on for special event coverage. Most of them work never but they work 20 hours a year or so, and we don't want to pay 12 months for them if they aren't really active. If needs be we can just rehire them for shifts worked and lay them off, but that is also annoying. Our real total is closer to 500. The numbers below reflect just the 500:

Full-Time 280

Part-Time 150

Seasonal 70

What is your pay frequency? Weekly, Bi-Weekly, Semi- Monthly, and Monthly

Bi-weekly

Attachment B. We want to verify that we should hold off on completing this component for now and that it would only be completed if we're selected as a finalist. Is that correct?

Attachment B is not necessary at this point, but just in the RFP to give you an idea of what it looks like. We are screening for price more than anything in this first round.

If the applicant tracking solution is an absolute requirement for Park City we are not currently a viable vendor for Park City. If however this capability is a “nice to have” or a capability that can be delivered at a later date (Q2 2018), then we is very interested in sending in a response.

Please respond. I can wait that long for applicant tracking.

Question about Technology Errors and Omissions Insurance. Your RFP states that you want a limit of not less than \$5,000,000. Our current coverage is \$2,000,000. Are you willing to accept \$2,000,000 for this insurance?

No. \$5,000,000 is required.

You mention integration with Kronos. Is your intention to keep this system in place (and integrate with your new partner) or do you hope to replace Kronos with a Time & Labor Management System from your new partner?

Hoping to replace Kronos

If you'd like to replace, does your budget range below include the Time & Labor costs? **Yes**

How many of your employees use the Time & Labor system? **Most of them**

Do you have any Union employees?

No

FMLA leave events – how many do you typically see each year and how is it being tracked today?

About 5-10. Manually.

Compensation History on your current system - How many years would you like us to go back?

Several. At least 5-6 years

What payroll system do you use today and version?

It is called Eden, and it is their most recent version. But Eden was purchased by another vendor years ago, who have not made many updates in that time.

What HR system do you use today?

Same

What Employee Self-Service solution do you use today?

None

What Timekeeping system do you use today?

Kronos

Do you require punch clock hardware if so how many are in use today?

We do not require it if there is another solution in place, as some of our employees do not have computers they work from.

What Recruiting system do you use today?

Neogov

What Onboarding product is in place today?

Neogov

Have you had demonstrations in 2017 from vendors that offer Payroll, Human Resources, ESS, Timekeeping, Recruiting and OnBoarding?

Yes

Is Park City open to utilizing an outsourcing model for the required modules?

(This was clarified by the vendor as a cloud based system, rather than internal servers) Yes

Whether companies from Outside USA can apply for this? (like,from India or Canada)

Yes

Whether we need to come over there for meetings?

No, if setup can be completed via conferencing of some kind

Can we perform the tasks (related to RFP) outside USA? **Yes**

Can we submit the proposals via email? **Yes**