



HOUSING AUTHORITY OF THE CITY OF TULSA

415 E. INDEPENDENCE
TULSA OK 74106

ADDENDUM #1 RFP FOR PAYROLL/HRIS/TIMEKEEPING/PERFORMANCE MANAGEMENT SOFTWARE SYSTEM FOR THE HOUSING AUTHORITY OF THE CITY OF TULSA

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DATE OF REQUEST FOR PROPOSALS: MARCH 8, 2018
DATE OF ADDENDUM ISSUE: MARCH 12, 2018
ISSUED BY: DENISE BRINKER, PROJECT MANAGER - CONSTRUCTION SERVICES
RE: CLARIFICATION: QUESTIONS

THIS SCOPE OF WORK IS HEREBY MADE PART OF THE CONTRACT AS THOUGH IT HAD BEEN INCLUDED ORIGINALLY THEREIN, AND IT SHALL SUPERSEDE ANYTHING CONTAINED IN THE CONTRACT WITH WHICH IT MIGHT CONFLICT.

CLARIFICATION:

QUESTION:

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

ANSWER: It is not the intent of this RFP to exclude any company from submitting a Proposal.

QUESTION:

Whether we need to come over there for meetings?

ANSWER: THA will require some in-person meetings and attendance at a designated Board Meetings. Outside of this, THA desires to contract with a Vendor who can provide demonstrations, installation, data conversion & testing, on-site staff training and follow-up.

QUESTION:

Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada)

ANSWER: THA desires to contract with a Vendor who can provide demonstrations, installation, data conversion & testing, on-site staff training and follow-up.

QUESTION:

Can we submit the proposals via email?

ANSWER: No. Per "Submission Instructions" on page 4 of the RFP: Submit five (5) copies of the proposal in a sealed envelope marked "Payroll/HRIS Software RFP" to Denise Brinker, Housing Authority of the City of Tulsa, 415 E Independence St, Tulsa, OK 74106. No proposals shall be opened before the submission deadline. If a Firm has submitted a proposal in error, the original proposal may be picked up and a new proposal submitted before the submission deadline. A bidder may withdraw its bid any time prior to bid opening upon written request. Proposals will not be publicly opened. Bidders are also required to submit one (1) electronic (soft) copy of Attachment A (as a Microsoft Excel spreadsheet) and one (1) electronic copy of the entire proposal (as a single PDF document). The electronic copy of the proposal shall be an exact copy of the proposal that is submitted (i.e. documents should include signatures where required and where applicable all forms should be filled out in their entirety.) Electronic files should be placed on a flash drive and submitted with the hard copies of the proposal.