



City of Santa Fe, New Mexico

Addendum No. 2 – September 15, 2016

Request for Proposal 17/13/P - ENTERPRISE RESOURCE PLANNING SYSTEM IMPLEMENTATION PROJECT MANAGEMENT AND CONSULTING SERVICES

Date of Advertisement: August 24, 2016

Due Date and Time: September 22, 2016, 2:00 PM Mountain Time

City of Santa Fe Purchasing Office
Attn: Robert Rodarte
Building "H"
2651 Siringo Road
Santa Fe, New Mexico, 87505

The following clarifications, amendments, additions, revisions, changes and modifications change the original Request for Proposals only in the amount and to the extent hereinafter specified in this Addendum.

Each Proposer shall acknowledge receipt of this Addendum in its proposal response.

1. Question: Could you confirm that RFP Bid number 16/13/P is the same as Bid Number 17/13/P per the City's website Bids/RFPs?

City Response: Thank you for pointing out that error on the City's website. It has been fixed. The correct number is 17/13/P.

2. Question: Scope of Work – Background: Is Muni a typo – is the City implementing Munis? ?

City Response: Yes.

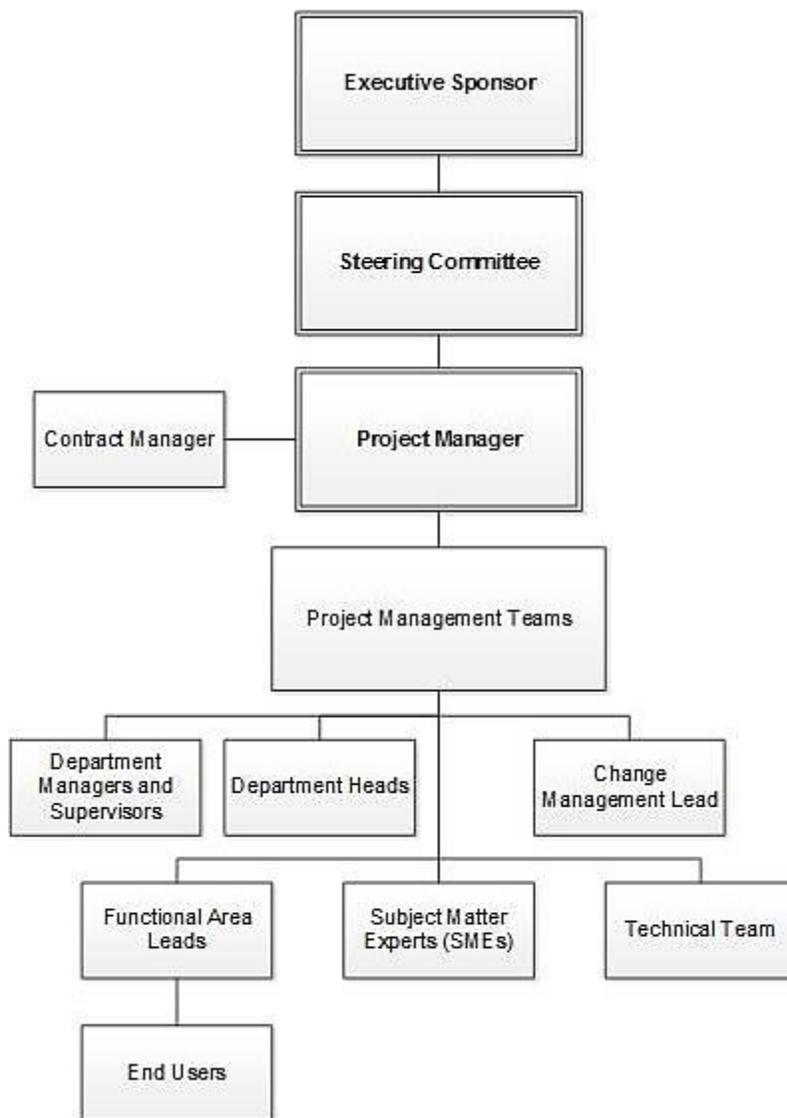


3. Question: RFP Response Format b. Project Experience and Qualifications – is the stipulation for “Utility” experience correct or should that be for Enterprise Resource Planning (ERP)?

City Response: Yes, it should be Enterprise Resource Planning (ERP).

4. Question: Could the City please describe the resources it will be providing in terms of staff for tasks outlined in the scope of work?

City Response: Here is our proposed project organization. The # of staff and specific assignments to each role are being determined at this time.



5. Question: Is the City looking for a Project Manager to be on-site fulltime or is the city amiable to a mix of on-site and remote management (e.g., could weekly Project Team Meetings be done via conference phone)?

City Response: In your proposal, please specify the recommended approach for on-site and off-site work that you believe will result in a successful project for the City.

Proposers are instructed to return a copy of this addenda form signed by an authorized firm agent as part of proposal responses.

SIGNATURE

COMPANY

DATE