March 12, 2019

NOTE TO PROPONENTS

ADDENDA # 2 TO RFP # ‘19/29/P

Santa Fe Community Convention Center CRM Software System

Questions and Answers:

Number of anticipated users for new system? 25

Estimated budget range? Best value

What type of hardware/laptops/tablets/phones do they currently have and anticipate using? Mainly PC; Dell Desktop computers, some dell Laptops. We have a couple of ipads.

Type/connectivity speed and bandwidth of internet? We are all hard wired with a speed of 1 GB/s

Timeframe- how soon do you want the solution to be implemented, and how much time do they envision for the implementation? July – August we would need implementation and training.  The contract expires July 1, 2019 but we more than likely could get an extension.

Do you currently have a CRM and Accounting system? If so, what are they? We are currently using iDSS for CRM, Space Management and Accounting.

What is your current HR/Payroll systems? We use Kronos and HR and Payroll are separate departments.

Are the systems integrated? No; we do have an E-1 System but we are changing over the Tyler Munis

Will you have data that will need to be imported into the system? Yes, all information will need to be migrated from iDSS to the new system.  This data goes back 10 years plus.

What size of IT staff do you currently have? How big is your Finance team? The City of Santa Fe has a full IT department and Finance Team.  Antoinette is our Financial Analyst but we do not have a dedicated IT staff member.

Do you have a support team, or will you need first level support from the vendor? This will depend; most likely we would want first level support from the vendor.  However, depending on the type of support we could see if the City IT could dedicate any personal.

All other pertinent information for RFP # ‘19/29/P will remain the same.

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RECEIPT ACKNOWLEDGE BY PROPONENT