STATE OF HAWAII

DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES

HONOLULU, HAWAII

April 21, 2016

ADDENDUM 7

TO

REQUEST FOR PROPOSALS

NO. RFP-ERP16001

ENTERPRISE PAYROLL AND TIME AND ATTENDANCE SOLUTION (EPS) SOLUTION FOR THE STATE OF HAWAII

The following changes are made to the RFP:

1. **Significant RFP Due Dates – CURRENTLY READS**

Table 3 below contains the State’s current estimate of the schedule of dates of certain steps and deadlines under this RFP. When a date stated in Table 3 constitutes a deadline or date requiring an item due from a Prospective Offeror, Offeror, Priority-Listed Offeror or Contractor, the time of the deadline is 2:00 p.m. HST

Table 3. Deadlines and Dates

| Step | Date |
| --- | --- |
| Release of the RFP | Tuesday, February 16, 2016 |
| Pre-Offer Conference | Friday, February 26, 2016 |
| Deadline for Submission of Written Questions from Prospective Offerors regarding the RFP and regarding the Offeror’s Library | Wednesday, March 2, 2016 |
| State’s Responses to Written Questions | Wednesday, March 9, 2016  (4:00 p.m. HST) |
| Deadline for Submission of Letter of Intent to Submit Offers | Thursday, March 18, 2016 |
| Deadline for Submission of Offers | Monday, April 4 2016 (4:00 PM HST) |
| Start of Initial Evaluation of Offers | Monday, April 4, 2016 |
| Discussions with Priority-Listed Offerors (as necessary) | Thursday, April 28, 2016 |
| Deadline for BAFO Submission (if required) | Wednesday, June 1, 2016 |
| Notice of Award | On or before Thursday, June 30,2016 |
| Contract Executed | To Be Determined (TBD) |
| Notice to Proceed | To Be Determined (TBD) |

# Notice of Additions to or Rescheduling of Dates in Table 3

If any date to be established under Table 3 is not provided at the time of the RFP’s release, or if any date set forth in Table 3 is rescheduled by the State, the State will issue a notice of the date or the rescheduled date by an Addendum to the RFP via email communication. However, the State reserves the right to establish new or rescheduled dates as it deems appropriate.

1. **Significant RFP Due Dates – NOW READS**

Table 3 below contains the State’s current estimate of the schedule of dates of certain steps and deadlines under this RFP. When a date stated in Table 3 constitutes a deadline or date requiring an item due from a Prospective Offeror, Offeror, Priority-Listed Offeror or Contractor, the time of the deadline is 4:00 p.m. HST

Table 3. Deadlines and Dates

| Step | Date |
| --- | --- |
| Release of the RFP | Tuesday, February 16, 2016 |
| Pre-Offer Conference | Friday, February 26, 2016 |
| Deadline for Submission of Written Questions from Prospective Offerors regarding the RFP and regarding the Offeror’s Library | Wednesday, March 2, 2016 |
| State’s Responses to Written Questions | Wednesday, March 9, 2016  (4:00 p.m. HST) |
| Deadline for Submission of Letter of Intent to Submit Offers | Thursday, March 18, 2016 |
| Deadline for Submission of Offers | Monday, April 4 2016 (4:00 PM HST) |
| Start of Initial Evaluation of Offers | Monday, April 4, 2016 |
| Determination of Priority-Listed Offerors (as necessary) | Thursday, April 28-30, 2016 |
| Discussions with Priority-Listed Offerors (as necessary) | Thursday May 12-19, 2016 |
| Deadline for BAFO Submission (if required) | Wednesday, June 1, 2016 |
| Notice of Award | On or before Thursday, June 30,2016 |
| Contract Executed | To Be Determined (TBD) |
| Notice to Proceed | To Be Determined (TBD) |

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# Notice of Additions to or Rescheduling of Dates in Table 3

If any date to be established under Table 3 is not provided at the time of the RFP’s release, or if any date set forth in Table 3 is rescheduled by the State, the State will issue a notice of the date or the rescheduled date by an Addendum to the RFP via email communication. However, the State reserves the right to establish new or rescheduled dates as it deems appropriate.

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Douglas Murdock

Procurement Officer