



SEDGWICK COUNTY, KANSAS
DIVISION OF FINANCE
Purchasing Department
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ADDENDUM 1
#16-0059
TRAINING REGISTER SOFTWARE

June 17, 2016

The following is to ensure that vendors have complete information prior to submitting a proposal. Here are some clarifications regarding Training Register Software.

Questions and/or statements of clarification are in bold font, and answers to specific questions are italicized.

1. **How many total users will there be for the software?** *Approximately 5 – 7 administrators, approximately 15 – 20 able to add classes, meetings.*
2. **How many SAP fields would need to be mapped for integration?** *Potentially a minimum of 5 fields - First Name, Last Name, Employee ID #, Position Title, Department.*
3. **Does the application need to reside behind your firewall or can it be a Software-as-a-Service (SaaS) and reside in “the cloud”?** *The application must reside behind our firewall.*
4. **Do you expect the application to host e-Learning courses and act as a Learning Management System (LMS)?** *Yes – if this is asking if we wish to upload classes that we create and manage to the system.*
5. **How many users do you expect to be on the application?** *Approximately 3000 employees able to enroll in classes. Maximum of 30 – 40 at one time.*
6. **How many instructor-led training (ILT) courses do you conduct annually?** *Approximately 125 courses, each taught two times annually, six courses taught monthly, approximate total of 180 classes.*
7. **How many students attend ILT courses annually?** *Approximately 2500.*
8. **On page 4, there is a table of reports with column headers Requestor and Frequency. What information are you requesting with this table?** *The report must provide who is requesting and the frequency of their requests for the items in column Report *New Report.*

9. **On page 5, you ask for a list of interface requirements on ALL the effect applications.**
- a. **Please clarify your interface requirements and which applications you would like us to interface with and at what frequency.** *SAP, once a week preferably every Monday. SharePoint, live updates. As data in SharePoint is updated, this information would update in the new application – two way data stream.*
 - b. **Additionally, will you provide the API documentation for SAP system and any other application we will need to interface with?** *Our development team will work with your design team regarding API documentation of noted applications.*

Firms interested in submitting a *proposal* must respond with complete information and **deliver on or before 1:45 p.m. June 28, 2016.** Late *proposals* will not be accepted and will not receive consideration for final award.

“PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE *PROPOSAL* RESPONSE PAGE.”



Kara Kingsley
Purchasing Agent