

Village of Hoffman Estates, IL



Addendum #1: January 25, 2024

Request for Proposal

**For Enterprise Resource Planning
System**

Issue Date: January 18, 2024

Closing Date: February 29, 2024, at 5:00 pm CST

1. **Question:** Will the Village accept proposals that cover only partial scope?

Answer: The RFP states that “If a vendor is unable to meet the entirety of the scope, The Village asks that they *try to partner with a vendor that does in order to meet the needs of the Village.*” The Village is looking for a comprehensive solution so preference will be given to vendors who respond to as much of the scope as possible but vendors that respond to partial scope will still be considered as long as they meet the minimum criteria set forth.

2. **Question:** Is the Village requiring “Not to Exceed” pricing?

Answer: The Village does not require not-to-exceed pricing and looks forward to seeing proposals from vendors that represents an accurate budget for the project. The Village reserves the right to include not-to-exceed aspects in the final contract negotiation.

3. **Question:** Will the provider's response to *Attachment C – Hoffman Estates System Selection - Requirements* be included as part of the contract package?

Answer: Yes, the responses to the requirements will be included as part of the final contract package.

4. **Question:** How many utility billing customers does the Village bill?

Answer: The Village has approximately 15,000 customers that are billed once a month.