

August 5, 2022

File: 2022-HR-01

Dear ALL PROPONENTS:

**RE: RFP NO. 2022-HR-01 SUCCESSFACTORS IMPLEMENTATION
ADDENDUM NO.4**

In accordance with the provision contained in the "Instructions to Proponents" for RFP No. 2022-HR-01, Addendum No. 4 is hereby issued as a result of a "Request for Information" and a copy attached.

Yours truly,
Lorna Trent
IT Project Manager

Attachment(s): 1

ADDENDUM 4
RFP NO. 2022-HR-01
August 5, 2022

	Question	Response
1.	Under Recruiting Marketing, you have requested an internal career site. Is that to be created using Career Site builder or does the standard out-of-the-box career site fulfill these requirements?	We hope to use the “out of the box” solution however we expect the implementation partner to advise and identify the pros and cons as compared to best practice before we can make a final decision.
2.	Does an external career site need to be built?	Yes. We need a site for external applicants that is accessible from our website to replace all or some of the existing Careers page based on advice provided by the implementation partner.
3.	For the integration with ITSM, does CRD want to link to that system during onboarding to request provisioning of organizational IT Assets or does CRD want to capture asset requirements in SuccessFactors and then feed the required IT provision to ITSM?	The main requirement is to alert hiring managers to request equipment/software in a timely manner to allow purchasing and configuration lead time. This is at the time of job posting rather than onboarding. Although integration is the desired goal, the current system has no existing integration. Hiring managers submit requests for assets via a SharePoint form. The request is manually entered into the system along with subsequent work orders. CRD expects the implementation partner to advise on viable best practice solutions.
4.	Does the custom badge system have APIs or is CRD looking for a flat file feed that will be picked up by the badging system?	CRD will re-write the application to use the EC API. We expect the implementation partner to provide guidance and support for this effort.
5.	Does CRD have preferred middleware for integrations?	There is no on-premise integration engine or system therefore we hope to adopt SAP best practice.
6.	Request to amend and add sections to the Pro Forma contract in Appendix D	This can be submitted as part of the RFP and can be negotiated if selected as the preferred proponent. We agree to commercially reasonable changes as part of the RFP process but only negotiate after it closes.