



Questions and Answers

Request for Proposal RFP# ELCMDM2016-10 for Human Resource Management System and Payroll Service

Please be advised all questions are keyed as submitted

1. Whether companies from Outside USA can apply for this?
(like, from India or Canada)

ANSWER: No

2. Whether we need to come over there for meetings?

ANSWER: If needed, yes we would need a rep to come to HQ to meet

3. Can we perform the tasks (related to RFP) outside USA?
(like, from India or Canada)

ANSWER: No

4. Can we submit the proposals via email?????

ANSWER: No, only regular mail, please refer to page 12, section 6.3 Submission for guidelines.

5. How many active employees will be paid through this system?

ANSWER: Estimating between 330-370 but may fluctuate

6. How many of those employees are full time benefit eligible?

ANSWER: Estimating 280-300

7. How many employees need access to the applicant tracking recruiting tool as full administrators?

ANSWER: At the current moment, 4

8. How many hiring managers do you have?

ANSWER: there are several departments and each department's Manager has the authority to hire.

9. How many employees sign off on the manager's portion of the I-9 form?

ANSWER: There is no "managers" portion. There is the "employer" portion which is section 2 page 8. Currently we have 3 HR employees that can complete that section and we also participate in online E-Verify as well.

10. How many driving records do you screen per year?

ANSWER: Estimate between 80 to 100.

11. How many different carriers do you have that you need connections to? Please name them.

ANSWER: At the moment, 4

1. United Healthcare
2. MyCompbenefits
3. Lincoln Financial Group
4. Colonial Life.