**STATE OF MAINE REQUEST FOR PROPOSALS**

**RFP AMENDMENT # 1**

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| **RFP NUMBER AND TITLE:** | 202110165 – Human Resource Management System (HRMS) System Integrator |
| **RFP ISSUED BY:** | Department of Administrative and Financial Services |
| **AMENDMENT DATE:** | December 6, 2021 |
| **PROPOSAL DUE DATE:** | January 10, 2022, no later than 11:59 p.m., local time **(as amended)** |
| **PROPOSALS DUE TO:** | [Proposals@maine.gov](mailto:Proposals@maine.gov) |
| **DESCRIPTION OF CHANGES IN RFP:**   1. Proposal Submission Deadline is amended. 2. Part III. D. Oral Presentation is amended. 3. Part III. E. Key Personnel Interviews is amended. | |
| **REVISED LANGUAGE IN RFP:**   1. All references to the Proposal Submission Deadline of December 29, 2021, no later than 11:59 p.m., local time, are amended to January 10, 2022, no later than 11:59 p.m., local time. 2. Part III. D. Oral Presentation is amended to read:   Invited Bidders will be asked to participate in a remote presentation with the Key Personnel that are proposed for the Project. Based on the evaluation process outlined in Part V of this RFP, the Evaluation Committee will determine Bidders to invite to these sessions. These presentations are targeted to elicit information on:   1. Bidder’s experience with successfully implementing Workday in the public sector and qualifications of key Bidder staff assigned to the engagement; 2. Bidder’s approach to implementing the software product for Maine; 3. Key issues and risks identified by the SI Bidder; 4. Partnership during and after the engagement; and 5. Demonstration of Workday Operational considerations.   SI Bidders must have key resources in attendance that can demonstrate both delivered and configured software modules that are relevant to this procurement, the implementation approach (including tools to be used throughout the engagement for Program management, configuration and Requirements Traceability Matrix (RTM) management, data conversion, etc.), and operational support offered by the SI Bidder during and after this engagement.  The State reserves the right to apply restrictions to the structure and content of the Bidder’s Oral Presentation. Presentations shall not be open to the public nor to any competitors. Failure of a Bidder to agree to a date and time may result in rejection of the Bidder’s Response.  Demonstrations will be limited to three (3) hours and will include a demonstration as well as a question and answer session. Demonstrations are tentatively expected to occur **during the week of February 7, 2022**. The schedule and location of the sessions will be arranged directly with the Bidders.   1. Part III. E. Key Personnel Interviews is amended to read:   The State reserves the right to conduct interviews with any key personnel as part of the evaluation process. Based on the evaluation process outlined in Part V of this RFP, the Evaluation Committee will determine Bidders will participate in this component of the evaluation process.  Interviews are tentatively expected to occur **during the week of February 7, 2022.** | |
| **All other provisions and clauses of the RFP remain unchanged.** | |