

COUNTY of KANE
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER

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ADDENDUM 1

Request for Proposal: #04-020

Title: HR Benefits Administration

The attention of all plan holders is called to the following questions received before the deadline of January 6, 2020. Answer follows the questions below in **bold**:

1. It appears you are looking for a Benefits Administration system and not a consultant for benefits administration (a benefits advisor/broker). Is that correct? ***That is correct.***
2. Can you advise the average number of employees paid per payroll run? For our purposes, seasonal or temp workers usually are not included in that "average" number. ***On average, we pay about 1220 employees per pay cycle. The number changes greatly from payroll to payroll depending on the time of year (seasonal employees are not included in this average per your request).***
3. Kane County already owns Benefits Administration and eBenefits modules so what would we be proposing? ***You note in your response the items already owned by Kane County which would be required in your solution and propose all the services required for your company to configure as the environments as needed, including training, develop or preset extracts required for the listed health providers, and any of the other items/services to deliver a functional test and production environment with a working Kane Benefits Administration System which is integrated with New World Payroll.***

Please acknowledge receipt of this addendum in the space provided on Page 47 (Proposal Response Form) of the Proposal document. Thank you for your interest in the Kane County procurement process.

Sincerely,

Maria C. Calamia

Maria C. Calamia, CPPB
Assistant Director of Purchasing