



Solicitation Addendum

RFP No. 25-024

Addendum No. One (1)

Title Human Resources Information System (HRIS)

July 9, 2025

1. Pursuant to the Instructions to Offerors section 4. Addenda, the solicitation due date has been extended to **July 21st, 2025, 12:00PM local NC time.**
2. The solicitation document has been revised and replaced on the GoTriangle website to reflect the changes from Addendum No. One (1). All changes to the solicitation document are highlighted yellow.

3. Questions and Answers

Q: What is the current number of employees in GoTriangle, and what is the projected growth?

A: Please reference the Scope of Services section 1. Background.

Q: Are there any sub themes or other focuses with this solicitation?

A: Please reference the Scope of Services section 1. Background.

Q: Are you allowing vendors to submit questions regarding the RFP? If so, when are the questions due?

A: Please reference the solicitation document Cover Page and the Instructions To Offerors section 2. Anticipated Procurement Schedule.

Q: Are there any FedRAMP certification requirements?

A: Please reference the Scope of Services section 3. Security and Technical Requirements.

Q: Where would you ideally want your data to be stored?

A: Please reference Attachment I, Workforce Location.

Q: What are the DBE participation requirements?

A: Please reference Instructions To Offerors section 12. Disadvantage Business Enterprise (DBE) Participation.

Q: Can you clarify up time.

A: Please reference Scope of Services section 3. Security and Technical Requirements subsection 3.2.1, and Attachment J Service Level Agreement section 1.7.

Q: The SOC2 reports are considered confidential. Is there an email address where we can submit a confidential document?

A: Please reference Instructions To Offerors section 1. Proposal Submittal.

Q: Is GoTriangle seeking an HR advisory service?

A: Please reference the Scope of Services section 2. General Requirements.

Q: How is GoTriangle envisioning the implementation services? Are we integrating with a legacy solution?

A: Please reference the Scope of Services section 2.2 Implementation and Change Management, and Instructions To Offerors section 3.7. Implementation Approach.

Q: I would like to respectfully request a two-week extension to the current submission deadline.

A: Please reference Instructions To Offerors section 1. Proposal Submittal.

Q: Can you please confirm in writing the following: In lieu of signing an NDA, any documents, reports, or attachments noted as confidential are by law required to remain confidential in perpetuity.

A: Please reference Instructions To Offerors section 10. Public Records and Proprietary Information.

Q: My team is inquiring about the possibility of obtaining an NDA as a contingency, as well as specifying which documents are marked as confidential when submitting the packet.

A: Please reference Instructions To Offerors section 10. Public Records and Proprietary Information.

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- Q: Is GoTriangle willing to use the Offeror's Terms and Conditions as the basis for any contractual agreement?
- A: Please reference the Instructions To Offerors section 9. Exceptions to Terms and Conditions, Attachment K Conformance Statements, and Attachment K-1, Exceptions Form.
- Q: Is GoTriangle willing to use Offeror's DPA as the basis for any contractual agreement?
- A: Please reference the Instructions To Offerors section 9. Exceptions to Terms and Conditions, Attachment K Conformance Statements, and Attachment K-1, Exceptions Form.
- Q: Will GoTriangle be willing to work with vendors that don't currently meet any level of WCAG compliance?
- A: Please reference the Scope of Work section 9.2.1.
- Q: Will GoTriangle restate your willingness to store data outside of the USA, specifically within the EU?
- A: Please reference Attachment I, Workforce Location.
- Q: Is there anything to be considered outside of submitting the technical specification workbook attached on the Go Triangle website?
- A: Please reference the Instructions To Offerors section of the solicitation document.
- Q: Number of Legal Entities, Number of Business Units, Number of Departments, Total Number of Employees
- A: Please reference the Scope of Services section 1. Background.
- Q: In how many countries does the client currently operate?
- A: Only the United States.
- Q: Number of Payrolls run: Are these payrolls Monthly, Biweekly, or another frequency? Number of Payroll Elements.
- A: Please reference the Scope of Services section 7. Payroll System Requirements.
- Q: How many ways can employees submit timesheets? (e.g., web, mobile, etc.)
- A: Please reference the Scope of Work section 2.1. Unified System and User Experience 3.7 Mobile and Browser Compatibility.

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- Q: Are any physical devices used for clock-in/clock-out? (e.g. biometric, swipe card, etc)
- A: Please reference the Scope of Services section 6.1 Time Capture and Employee Access.
- Q: Number of Absence Types available to employees?
- A: Please reference the Scope of Services section 6. Time and Attendance System Requirements.
- Q: List the current applications used to manage employee data (e.g., SAP, Oracle, Workday, etc.)
- A: Please reference the Scope of Services section 1. Background
- Q: Describe the current process for recruiting an employee (E.g., Manual, third-party systems, internal application, etc.)
- A: Please reference the Scope of Services section 1. Background.
- Q: Are there any integrations between HR/Payroll systems and third-party applications? If yes, please specify the systems and purpose of integration.
- A: Please reference the Scope of Services section 1. Background.
- Q: What type of goals are used: Personal, Organizational, or both?
- A: Please reference the Scope of Services section 11. Performance Management System Requirements.
- Q: Number of Performance Review Templates used annually?
- A: Please reference the Scope of Services section 11. Performance Management System Requirements.
- Q: Number of Custom Reports across all modules: Please specify by module if possible (e.g., HR, Payroll, Benefits, etc.)
- A: Please reference the Scope of Services section 4.5 Reporting and File Management.
- Q: After thorough review of RFP, we presume that there any no mandatory goals like MBE, DBE, WBE or SLBE to participate in this RFP. Please confirm.
- A: Please reference the Instructions To Offerors section 12. Disadvantage Business Enterprise (DBE) Participation, subsection 12.2.

Q: What is the price bid validity for this proposal?

A: Please reference the Instructions to Offerors section 2. Anticipated Procurement Schedule.

Q: Could you please provide the Point of Contact details for this RFQ?

A: Please reference the solicitation document Cover Page, and the Instructions to Offerors.

Q: Kindly confirm whether the technical and price proposals should be submitted as separate documents or if they may be combined into a single submission.

A: Please reference the Instructions to Offerors section 3. Contents of Submittal, and Attachment L. RFP Response Checklist.

Q: To offer a cost-optimized solution, we propose a resource delivery model comprising Onsite (Remote) and Offshore (based in India) support. Kindly confirm if this approach is acceptable.

A: Please reference Attachment I, Workforce Location.

Q: Are there any advantages in the evaluation process for local vendors?

A: Please reference Attachment I, Workforce Location.

Q: Kindly confirm whether signed addenda are required to be submitted along with our proposal response.

A: Please reference the Instructions to Offerors section 4. Addenda, subsection 4.3.

Q: Please confirm whether digital signatures are acceptable for the proposal submission and related documents.

A: Yes, digital signatures are acceptable.

Q: Kindly confirm if we may include both government and private client references from our global portfolio as part of our proposal references submission.

A: Please reference the Instructions to Offerors section 3. Contents of Submittal, subsection 3.8.3.2.

Q: Could you please extend the bid submission deadline by two weeks, until Jul 29th, 2025, to allow us to prepare a comprehensive and competitive proposal?

A: Please reference the solicitation document Cover Page, and Instructions to Offerors section 1. Proposal Submittal.

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- Q: Could you please confirm whether a Certificate of Insurance (COI) is required to be submitted along with the RFP response?
- A: Please reference the Instructions to Offerors section 3. Proposal Submittal, and Attachment C, Attachment C - Minimum Insurance Requirements section 9.7.