



Building Community®

Procurement Department Bid Office
Customer Center 1st Floor, Room 002
21 W. Church Street
Jacksonville, Florida 32202

June 4, 2019

ADDENDUM NUMBER: ONE (1)

TITLE: PROCUREMENT E-SOURCING AND CONTRACT LIFE CYCLE MANAGEMENT SOLUTION _____

JEA SOLICITATION NUMBER: #100-19

BID DUE DATE: June 18th 2019

TIME OF RECEIPT: 12:00 PM

TIME OF OPENING: 2:00 PM

THIS ADDENDUM IS FOR THE PURPOSE OF MAKING THE FOLLOWING CHANGES AND CLARIFICATIONS:

Add (1):

JEA formally adds the document(s) below to this Solicitation. Additions are in **Red**, Bold, Underlined Font.

- **Addendum 1 Appendix A – Business Requirements (E-Sourcing) (Revised)**
JEA has re-formatted some of the prior content and renumbered the items for consistency. All other content remains the same.
- **Addendum 1 Appendix A – Business Requirements (Contract Lifecycle Management) (Revised)**
JEA has unhidden columns D and E. JEA has also clarified the “Must Have” or “Nice to Have” status for items 2, 4, 31, 35, and 48. All other content remains the same.
- **Addendum 1 Appendix A – Response Workbook (Revised)**
JEA has clarified its user license estimation per Supplier Inquiry 4. All other content remains the same.
- **Addendum 1 Appendix A – JEA Travel Policy**
JEA provides this supplemental information in response to Supplier Inquiry 7.

Add (2):

JEA formally adds the questions and answers below to this Solicitation.

Supplier Inquiry 1:

Confirming the significance of the screenshots contained in the Appendices. Is this for us to know about ratings or do we need to provide responses?

JEA Response: The Vendor Performance Scorecard appendix is for information only showing the scorecard that will be used during the contract. This does not need to be completed with the bid.

Supplier Inquiry 2:

My company does implementation on a fixed price. How would you like for us to reflect this in the Response Workbook?

JEA Response: Please enter one total setup/implementation fee in cell H42.

Supplier Inquiry 3:

Will there be any integrations to Oracle or other third party solutions?

JEA Response: JEA will respond to this inquiry shortly.

Supplier Inquiry 4:

Please provide a breakout for the 30 users. How many business users will there be and how many power users?

JEA Response: There will be 5 power users and 25 business users. See the updated Appendix B Response Workbook

Supplier Inquiry 5:

Do we need to provide a detailed Implementation plan, team set up etc. and do we have a separate section to provide this or do we need to enclose a separate attachment?

JEA Response: Yes include a detailed implementation plan as a separate attachment. This will be scored as part of section 1.4.6. Design Approach and Workplan to meet the Project requirements. In Appendix B Response Workbook all of this cost should be included in total setup/implementation fee in cell H42.

Supplier Inquiry 6:

Does this question refer to gating agreements suppliers needs to adhere to before entering the event ?

JEA Response: This request is if a supplier can view a solicitation prior to entering any supplier input or information.

JEA needs the supplier to have at least read only access to the documents similar to how documents are currently posted on jea.com.

Supplier Inquiry 7:

Please provide a copy of the JEA Travel Policy. We found references to it in Appendix A but not a detailed policy

JEA Response: See [Add \(1\)](#):

****** Respondent shall acknowledge this Addendum on the Response Form******