

Questions and Answers
RFP# 16-02-10
INFOR Lawson HR/Payroll Upgrade Installation Service

- Q. Will the City of Roanoke purchase the software upgrade?
A. **Yes, the software is covered under the City's current maintenance agreement.**
- Q. Does the City currently own an INFOR talent management software module?
A. **No**
- Q. Are you looking for a separate estimate for optional items such as talent Management?
A. **Yes**
- Q. Is Benefits Administration Training also optional?
A. **Yes**
- Q. Does the City currently use benefits training?
A. **Yes the City currently uses benefits training but is seeking to determine if all components are being used most efficiently.**
- Q. Would you be interested in options of INFOR Process Automation (IPA) training?
A. **Yes. Offerors should propose any additional options they feel necessary based on the information in the current RFP.**
- Q. How many Workflows or Process Flows does the City currently have?
A. **The City has developed some Workflows and Process Flows but has not put them into place.**
- Q. Landmark requires its own server. Does the City have one in place?
A. **The City has a VM environment which can create virtual servers.**
- Q. When is the City looking to get started?
A. **As soon as possible after selection. The City anticipates installation in early January.**
- Q. On Page 12, Project approach, the City mentions a phased approach. Is there any flexibility?
A. **The City has suggested a phase approached. Offerors should propose the best solution they feel necessary based on the information in the current RFP.**
- Q. What is the deadline for questions for this RFP?
A. **All questions must be submitted before 5:00 p.m., November 6, 2015. Please refer to Page 2, as well as, Section 3, Instructions to Offerors, of the current RFP for further information regarding the submittal of questions.**