COUNTY OF ALAMEDA

ADDENDUM No. 2

to

RFP No. 901999

### for

**ABSENCE MANAGEMENT TRACKING SYSTEM**

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| **This RFP Addendum has been electronically issued to potential bidders via e-mail. E-mail addresses used are those in the County’s Small Local Emerging Business (SLEB) Vendor Database or from other sources. If you have registered or are certified as a SLEB, please ensure that the complete and accurate e-mail address is noted and kept updated in the SLEB Vendor Database. This RFP Addendum will also be posted on the GSA Contracting Opportunities website located at** [**Alameda County Current Contracting Opportunities**](https://gsa.acgov.org/do-business-with-us/contracting-opportunities/)**.** |

Alameda County is committed to reducing environmental impacts across our entire supply chain.

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**The following Section has been modified or revised as shown below.** Changes made to the original RFP document are in **bold** print and highlighted, and deletions made have a ~~strikethrough~~.

**Page 8 of the RFP, Section E (SPECIFIC SYSTEM REQUIREMENTS), Item 9, is revised as follows:**

* + 1. **Self Service capabilities: (Non-mandatory requirement)** Contractor’s system shall have the ability to provide prompts for **leave requests, leave eligibility**, required documents, and employee guidance for the following:
			1. Advise employees of leave and/or disability eligibility based on events/medical documentation;
			2. Coordinate leaves that run concurrently;
			3. Inform employee of available leave options to make informed decisions; and
			4. Initiate required forms to administer leaves.

**Page 9 of the RFP, Section E (SPECIFIC SYSTEM REQUIREMENTS), Item 14, is revised as follows:**

* + 1. The County is looking for the contract to start ~~October~~ **November** 1, 2021, to ensure we are ready to go live ~~January~~ **May** 1, 2022. Contractor and their system shall be fully implemented, and County staff trained by ~~January~~ **May** 1, 2022. **County shall work with Contractor to start implementation by February 1, 2022. Contractors are to provide their implementation plan and schedule.**