

Addendum 3

EVMS FMS RFP Vendor Conference Call Question on 12/10/2020

1. Vendor's legal counsel asked if the Bonds Requirements in **section 11.K** under **SPECIAL TERMS AND CONDITIONS** is mandatory.

The **Bonds** section is a requirement of EVMS' legal counsel, risk management and our insurance companies. It is a negotiation point in contracts above \$100,000 involving facility improvements and we have made adjustments when necessary.

2. Vendor/company's policy is not to allow any video recordings of any demonstrations of their software systems; would this disqualify a vendor from the FMS RFP since EVMS intends to record all presentations and scripted demonstrations of the FMS?

EVMS has signed a Non-disclosure Agreement in the past for vendor demonstrations of their systems so that the demo is only reviewed by staff involved in the evaluation process. Given the COVID 19 restrictions currently, we will have a virtual meeting whereby staff who cannot attend the scripted demo times can view the FMS demo afterwards.

Vendors will not be disqualified from the RFP process, however their scores may be affected by staff who are unable to participate/attend the day and times of the presentation/demonstration. Staff who are not able to view the demo will score a rating of 0 (zero) for that vendor's demo requirement thereby impacting that vendor's overall score for the FMS.

Approximately 60 staff members are involved in evaluating of FMS RFP including the finance, grants accounting, budget, business management and information technology offices. It would be in the vendor's best interest to have any presentation or demonstration recorded so that all EVMS staff members involved are able to view, evaluate and rate the scripted demonstrations. Another consideration point is that we may not be able to conduct all the demos in one week or over 2 – 3 days and video recording will keep everything fresh and up-to-date for EVMS staff evaluating the differences in the vendors' FMS features.