

**ADDENDUM 4**  
**Issued April 5, 2019**  
**To**  
**State of Washington Office of Financial Management**  
**One Washington**  
**ERP SaaS Procurement Assistance Services**  
**OFM 19-200**

**The SCHEDULE OF PROCUREMENT ACTIVITIES is hereby modified to include one additional day for Presentations/Interviews. The modification is shown with revision marks below. This Addendum 4 replaces and supersedes the Schedule of Procurement Activities published in Addendum 3 published on March 14, 2019. No other modifications are made under this Addendum.**

**1.2 Schedule of Procurement Activities (M)**

Provided below is the schedule of procurement activities for this CP.

**OFM reserves the right to revise this schedule. Any such revision will be in writing with notification through WEBS. OFM will not be obligated to give such notification in any other manner.**

Solicitation Schedule	Date
OFM issues Competitive Procurement	February 21, 2019
Questions: Bidder may submit written questions until 3:30 pm local time, Olympia, WA	February 28, 2019
OFM will issue written responses to Questions	March 7, 2019
Bidder pre-proposal conference (Optional attendance) TIME: 3:30p.m. to 4:30 p.m. local time, Olympia, WA LOCATION: Room G015 B Helen Sommers Building 106 11th Ave SW, Olympia, WA 98501	March 12, 2019
Last day for Complaints – 3:30 pm local time Olympia, WA	March 19, 2019
PROPOSALS DUE by 3:30 p.m. local time, Olympia, WA	March 26, 2019
Evaluation of Proposals Begins	
<u>Phase 1</u> and <u>Phase 2</u> Evaluation	March 26, 2019 through April 4, 2019
<u>Phase 3</u> Evaluation Invitations Sent	April 5, 2019
<u>Phase 3 LOGISTICS</u> – time for bidders to arrange travel/OFM to coordinate evaluators, etc.	April 8, 2019 Through April 16, 2019
<u>Phase 3</u> Onsite Presentations/Interviews	April 17, 2019

	Through <del>April 19, 2019</del> <del>April 18, 2019</del>
<u>Phase 3</u> Firm and Key Staff Reference Checks	April 22, 2019 through April 24, 2019
<u>Phase 3</u> ASB Recommendation for Phase 4 Interview/Selection	April 25, 2019
<u>Phase 4</u> Invitation sent/LOGISTICS	April 26, 2019 Through May 1, 2019
<u>Phase 4</u> Final Interview/Selection of Apparently Successful Bidder	May 2, 2019
Notice to Bidders	
OFM notifies Apparently Successful Bidder and begins contract negotiations	May 3, 2019
OFM notifies unsuccessful Bidders	May 3, 2019
Unsuccessful Bidders may request Debriefing until 3:30 local time, Olympia, WA	May 8, 2019
OFM holds debriefing conferences, if requested	May 13, 2019 through May 14, 2019
Estimated start date of contract	July 1, 2019