



**ADDENDUM TO THE
REQUEST FOR PROPOSALS
North Central Texas Council of Governments
Employment Benefits Enrollment Application and Database
Software Support**

ADDENDUM NO. 1

DATE ISSUED: February 9, 2018

**REQUEST FOR PROPOSALS NUMBER: NCT-2017-43
ORIGINAL RFP SUBMISSION DATE: February 17, 2018
REVISED RFP SUBMISSION DATE: March 16, 2018**

RFP NCT-2017-43, dated January 19, 2018, is hereby amended to incorporate in full text the following provisions:

RFP SUBMISSION DATE

The body of the RFP contains a reference to February 17, 2018 as the submittal date. This is hereby changed to March 16, 2018.

EXHIBIT B – Section 4 Potential Additional Duties of System Administrator

Potential additional duties may be required of the System Administrator during the term of this RFP. Proposers should be aware of and identify their ability to perform the following potential additional duties if needed:

- Load and process data files using SQL scripts
- Compare results of files processed in two environments; troubleshoot any discrepancies
- Update database tables and run queries in SQL Server Management Studio
- Update/modify stored procedures and SQL scripts in SQL Server Management Studio
- Modify rules engine in application user interface
- Update/modify reports page in application user interface
- Configure vendor file transfer settings in application user interface or FTP software
- Package and encrypt vendor files using Windows Command Script and encryption software
- Send vendor files using FTP software and proprietary web sites

- Run queries and create ad-hoc reports in SQL Server Management Studio, Microsoft Access and Microsoft Excel
- Update and manage access to PEBC Intranet and Internet sites

Delores Lewis
Director, Public Employee Benefits Cooperative

Craigan Johnson
Provisional Purchasing Manager

COMPANY NAME: _____

SIGNATURE: _____

NOTE: Company name and signature must be the same as on the RFP documents.