

March 27, 2024

Contract not awarded to the lowest bidder –

An RFP was issued by Highlands Community Services on January 8, 2024, soliciting bids for a Financial/HR software package. The RFP required bids to be received by the HCS Procurement Department on January 29, 2024, at 4:00 p.m.

The lowest bid for this procurement was submitted by Oracle NetSuite. However, upon review and evaluation of this proposal, it was determined that this product, as presented in the RFP response, did not meet the needs of HCS. Several areas in the Human Capital Management section were incomplete or could not be determined to be an option of the proposed software. Thus, this RFP was disqualified from consideration.

HCS continued the selection process with the remaining proposals. The lowest price of the three remaining proposals was selected by the Review Team as the product that presented itself to be the best software solution for HCS.

HCS completed evaluations of the proposals received. Evaluations were completed by the CFO, Human Resources Director, Procurement Manager, Accountant, Fiscal Manager and IT Director.

Sincerely,

Cindy Samuel  
Program Director Procurement and Asset Management