



REQUEST FOR PROPOSALS
ELECTRONIC TIMESHEET SOFTWARE
IN THE CITY OF WEST HOLLYWOOD

NOTICE IS HEREBY GIVEN that the City of West Hollywood is requesting proposals for electronic timesheet software according to specifications set forth in this Request for Proposals (RFP). The request for proposal will be reviewed to evaluate proposers who can best address the City's need for electronic timesheets that fully integrate with the City's current Eden financial system.

Proposers must:

- have experience implementing electronic timesheet application in other government agencies;
- be able to importing timesheet data into Eden's Financial Management & Human Capital ERP Software; and
- be financially stable

Instructions

For a full copy of the RFP, please see the City's website at www.weho.org/notices or contact Beth Rosen, City of West Hollywood, Department of Finance and Information Technology Services, 8300 Santa Monica Boulevard, West Hollywood, California 90069 phone 323-848-6539 or send an email to Beth Rosen at brosen@weho.org

Deadline for Questions is Thursday, November 21, 2013; all requests shall be submitted via email to Beth Rosen at brosen@weho.org

Deadline for Proposal Submission: Proposals will be received until **4:00 P.M.** on **Monday, December 23, 2013**, in the office of:

City of West Hollywood
Attn: Corey Schaffer, City Clerk
"Electronic Timesheets Proposal"
8300 Santa Monica Blvd
West Hollywood, CA 90069

Proposals must address the requirements of the RFP in the exact order set forth in the RFP.

For any questions regarding this RFP, please call or Beth Rosen at 323-848-6539 or brosen@weho.org