

City of Merriam RFP for ERP Software

Addendum #1

The following are the City's responses to questions for the City of Merriam's RFP for ERP Software.

Please note that that an additional form has been added to the response requirement: Exhibit D must be filled out and returned in Word format in Section 5 with your response.

1. Requirement 107 - Support asset reporting for the ACFR: Can the city confirm that requirement 107 relates to the CAFR reporting the City is required to accomplish and if yes does the City use any tools to accomplish the CAFR reporting that we will need to integrate to?

Response: Yes, this requirement relates to the CAFR reporting. The City does not have additional tools to produce this report.

2. Exhibit A seems to be missing the pricing matrix. Are you able to provide a matrix or preferred format for pricing?

Response: The Vendor Information and Pricing Estimate form has been added to the requirements packet. Please fill out this form in Word format and include it in your response to Section 5.

3. Does the City have an anticipated go-live date?

Response: No go-live date has been set, but the City would like to move forward in an expeditious manner.

4. Does the City have a project budget that can be shared at this time?

Response: The City has no specific budget for this project, however cost will be a factor in the decision process.

5. Do you prefer a Hosted/SaaS or Server-Based/On-Premise solution?

Response: The City would prefer a SaaS solution.

6. You mention that you have 35 active users. How many of those are hard core/concurrent users in the system all day?

Response: For purposes of this Request for Proposal, if your software pricing is based on Named Users, please use 35 Named Users. If your software pricing is based on Concurrent Users, then assume 20 Concurrent Users.

7. How many accounts are within your General Ledger?

Response: The City has approximately 2,000 General Ledger accounts

8. How many bank accounts do you reconcile?

Response: The City reconciles to 1 bank account

9. How many active vendors do you have within AP?

Response: The City has approximately 700 active vendors

10. How many AR accounts do you have?

Response: The City has 15 AR accounts

11. Starting on pg 5 you list a number of 3rd party applications for a potential integration. Would you like any of these to be under one umbrella and fully integrated with our ERP solution?

- a. Payroll
- b. Timekeeping
- c. HR
- d. Community Development
- e. Court
- f. Online electronic payments

Response: We may be interested in additional modules for the future. However, for purposes of this RFP please respond only with functionality and pricing for the scope of modules included in the RFP.