



January 13, 2023

City of Pittsburg, 65 Civic Avenue, Pittsburg CA 94565

RFP for Enterprise Resource Planning (ERP) System - City Answers to Vendor Questions (RFP # CoP-ERP-221207)

| No | Date | Vendor | Category | Question | City answer |
|----|------------|--------------------|----------|--|---|
| 1 | 12/9/2022 | Tyler Technologies | | Please confirm the annual budget for the City (all funds). The RFP document and the Annual Budget book for the City do not appear to align -Page 6 of the RFP document states that the annual budget for the City is 57M (including all funds) -Page 65 of the Cities Annual Adopted Budget book lists \$242,233,372 for the 2022-2023 adopted budget. | Yes, the RFP document is not aligned with the Annual budget. - The FY 22-23 General Fund Budget is \$57M. - The FY 22-23 Citywide (All Funds) Budget is \$243M. |
| 2 | 12/15/2022 | Origin Utility | | 1. GENERAL QUESTION: Knowing that Pittsburg will be going to RFP soon after for a utility billing/customer information system, would the City be open to vendors providing information about their integrated utility billing offering as part of the solution overview for this ERP RFP? As well as perhaps a pricing estimate? | You may provide information about your Utility Billing offerings, as part of your solution overview. However, please do <u>not</u> include any pricing information for your Utility Billing offerings. |
| 3 | 12/15/2022 | Origin Utility | | 1. SECTION A13 PROPOSAL SUBMISSION INSTRUCTIONS: In the spirit of conservation, would the City consider allowing vendors to submit their proposals electronically? | In the spirit of conservation efforts, City is hereby modifying the submission requirement at A.13.1 to : ONE (1) Hard copy (in Binder) of the entire proposal and ONE (1) electronic version on a flash drive. |
| 4 | 12/15/2022 | Origin Utility | | ATTACHMENT 20: Does Attachment 20 "Sample City Contract" need to be included in the proposal? We also noticed Exhibit A & B are blank | The City Contract, included as Attachment 20, is included with the RFP document, so that you can review it before submitting your response to the RFP. This contract will be signed with the successful vendor after filling up the Exhibit A (which will define the Scope of Services) and Exhibit B (which will define the Compensation Schedule) |
| 5 | 12/15/2022 | Origin Utility | | 1. CERTIFICATE OF COMPLIANCE WITH LABOR CODE § 3700: Does this document need to be returned with our proposal? | No. But this document will need to be signed off by the successful vendor at the time of contract signing. |
| 6 | 12/15/2022 | Origin Utility | | ATTACHMENT 17 QUESTIONS, as detailed in in the separate document titled "City Answers to Vendor Questions for Attachment 17" | Please refer to the separate document titled "City Answers to Vendor Questions for Attachment 17". |

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| 7 | 12/22/2022 | GoTeller | | The City has noted it “expects to implement a city-wide approach to receiving customer payments. The City expects that the cashiering functionality implemented with this ERP project will allow the City to use one standardized tool across multiple systems”. Within this centralized cashiering approach could the City list the applications (Accella, RecPro, Molo, etc..) that you would like the cashiering application to take payments for. | Accela, Recpro, Molo, Comcate and iVue. Cashiering system must be able to process utility billing payments in real time. |
| 8 | 12/22/2022 | GoTeller | | Can the City list the current POS equipment and model you would like the Cashiering solution to integrate with or would the City like additional POS equipment to be included in the RFP response (receipt printers, scanners, cash drawers, check imaging/MICR devices, encrypted credit card swipe and EMV/chip/tap-to-pay devices). | Proposal should include pricing for all new POS equipment for the solution proposed in the vendor response. |
| 9 | 12/22/2022 | GoTeller | | What credit processors is the City currently using? | Open Edge/Global Merchant |
| 10 | 12/22/2022 | GoTeller | | Does the City currently have a customer online payments portal? Would the City like the new cashiering solution to become the City’s Customer Payment Portal? If so, what applications would the City like to take online payments for? | Yes, City would like the new cashiering solution to become the City’s Customer Payment Portal. We use current Citizen’s Services function which provides online access for our UB & BL. City wants to be able to take any kind of payment on line. |
| 11 | 12/22/2022 | GoTeller | | Would the City like the cashiering solution to create an Image Cash Letter (ICL) containing check images for deposit, and send it to your bank? If so, what bank? | Yes. Should be sent to Bank of the West. |
| 12 | 12/22/2022 | GoTeller | | Does the City have a multi-check scanning process in place for recording checks and invoices in batch? If not, should this be included in the response? What is the annual volume that the City would scan using this process? | Cashiering system scans/endorse checks processed but not other documents. Would be nice if we can scan other documents. We also process e-deposits to the bank |
| 13 | 12/22/2022 | GoTeller | | Does the City have scenarios where different departments/agencies need to submit end of day receipt summary information? If so, would the City like to automate that? | Yes, for both the questions. |
| 14 | 1/4/2023 | Origin Utility | | Attachment 15>Req # 24 : What data would need to be uploaded into transaction? | The City wants the ability to upload attachments |
| 15 | 1/4/2023 | Origin Utility | | Attachment 15>Req # 39 : Does the vendor refer to the software partner? | Yes. |
| 16 | 1/4/2023 | Origin Utility | | Attachment 15>Req # 52 : What is the requirement? | We have our own Chart of Accounts which we are in the process of standardizing our general ledger accounts across all funds for assets, liabilities, equities, revenue and expenses. We will be removing accounts that we no longer use. |
| 17 | 1/4/2023 | Origin Utility | | Attachment 15>Req # 54 : Is this a GL account hierarchy? | Run separate financials for each fund. Drill down functions. |
| 18 | 1/4/2023 | Origin Utility | Projects Grants | Attachment 15>Req # 87 : Are there specific “control” features needed? | Future ERP should have control features such as : - entering resolution number, approval council date, project/grant start and end date; requiring to attach resolution, agreements and other project/grants setup documents |
| 19 | 1/4/2023 | Origin Utility | | Attachment 15>Req # 98 : What is the requirement? | New and existing vendors MUST go through the vendor self-service portal to submit their required information - Business License, W-9, import/submit their invoices, etc. |
| 20 | 1/4/2023 | Origin Utility | | Attachment 15>Req # 166 : What is Tyler Cashiering? | Tyler Cashiering is our current POS system |
| 21 | 1/4/2023 | Origin Utility | | Attachment 15>Req # 273 : What is the Requirement? | We will require the system to be able to support employees with multiple positions, payrates and FLSA status. |

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| 22 | 1/4/2023 | Origin Utility | | Attachment 15>Req # 416 : What is a resolution number? Is that captured in another system? | A resolution number is a number assigned to a document passed by a governing board. The resolution is a formal written motion/decision. Resolution documents are saved in another system, but could be uploaded or attached by user submitting requisition (request to open PO). |
| 23 | 1/5/2023 | Origin Utility | | Attachment 14>Level of Effort : what unit of measure to use, hours or days? | Please use hours. |
| 24 | 1/6/2023 | RPI Consultants | General | Please list the departments that are included and will be part of the software implementation. | Current City departments, agencies or entities are detailed in the City Government Organization chart on page 5 of the RFP document. It may be noted that with passage of time, organization structure may undergo changes, new departments/agencies/entities may emerge and the existing ones may get removed. The new ERP system will be expected to meet such changes which may occur in future. |
| 25 | 1/6/2023 | RPI Consultants | General | How many GL Companies will your organization have? | We are a city with 48 funds, each with a separate Financials-Trial Balance, Revenue and Expenditures Reports. All are in our ACFR. There are 6 blended components units that are included in our ACFR. Our ACFR is loaded on the City's website. |
| 26 | 1/6/2023 | RPI Consultants | General | Will you be using fund accounting? | Yes. City of Pittsburgh is a government agency that utilizes various funding resources. Emphasis is on accountability rather than profitability. |
| 27 | 1/6/2023 | RPI Consultants | General | Will there be multiple charts, calendars, ledgers, or currencies? | Yes for the same reason as # 26 answer. |
| 28 | 1/6/2023 | RPI Consultants | General | Please provide the number of HR Organizations/Companies and number of unions/bargaining units. | The City has one centralized HR Department and eight bargaining groups (four represented by unions). |
| 29 | 1/6/2023 | RPI Consultants | General | Please describe the types and number of benefit plans offered as well as eligibility tiers. | The City offers three medical plans for active employees (Employee Only, Employee + 1, and Family). In addition to Medical, the City offers Dental, Vision, Life Insurance and EAP. The City also offers three tiers of Retiree Medical Insurance. https://www.pittsburgca.gov/services/human-resources/salary-benefits |

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| 30 | 1/6/2023 | OpenGov | General | Would you be able to clarify for me if the City is open to accepting "Best of Breed" proposals that address a subset of the requested functionality in the RFP? Specifically, is the City willing to consider proposals that only address the Budget, Asset Management, or Procurement areas of the RFP scope, rather than the entire ERP project scope? In our experience, many ERP systems on the market today do not have the same level of robust functionality as other solutions that have been specifically developed to support a process like Budget development (Operating, Capital, Workforce Planning, Budget Book Publication, Reporting, etc.), for example. | As mentioned in the section A.5.1 of the RFP document, City would be looking for proposals which are overall fit and in the best interest of the City. The section A.5.1 also encourages to submit joint bids, if all the RFP requirements are not met with the products and services of the responding firm. |
| 31 | 1/6/2023 | Cret | General | We understand that City does not want the entire engagement to be executed remotely. However, while most of the Functional resources and Project management would happen onsite, will the city be open to have the Technical resources offshore, to see the cost benefit? | Any offsite resources used for the project, can be anywhere in the world as long as the City staff is not expected to interact with such offsite staff. Your proposal should clearly define the work that will be carried out by the offsite team, and also provide the details of data security policies/practices that you follow company-wide as well as at the offsite location. As clearly brought out in RFP, City expects this project to be executed mainly in onsite mode. |
| 32 | 1/6/2023 | Cyret | General | Any preference given to local CA companies? | No |
| 33 | 1/6/2023 | Cyret | General | For onsite resources, will the expenses be paid? | City will pay the successful vendor as per the Compensation Schedule (Exhibit B) finalized between the City and the successful vendor. This exhibit will detail all the fees to be paid for any products, services that will be used for the project. City shall not be paying for anything which is not clearly defined in Exhibit B. |