



## CITY OF EAST PROVIDENCE

### ADDENDUM #1

### FINANCIAL MANAGEMENT SYSTEM EP19/20-29

#### CLARIFICATIONS

1. Is the East Providence School District/Department part of this solicitation? (We take as a clue the listing of the use of Frontline's AESOP product, which is for substitute teacher placement, and for which we have an API for integration with our Leave and Attendance module).

**The school department is not involved in this RFP.**

2. In section 3.7 the proposer is asked to offer a draft implementation plan, using a project start date of October, 2020. However a desired "go-live" date is not expressed (or whether there is a desire for Payroll and HR applications, if purchased, to coincide in live use with the Financials, or to be staggered). Can you offer any guidance as to desired timeframes for live use of these applications? What is the City's fiscal year?

**The start date will be as soon as possible and is not set yet. PR and HR are being considered depending on the price.**

3. Is the city requesting Software License and Implementation services for this RFP or is it just seeking Software License pricing with an implementation estimate?

**The City is requesting a Software License and Implementation Services.**

4. If Implementation Services are included where you would like the cost for implementation and conversion be represented in the Bid Form?

**Yes**

5. Is the price of the SaaS License expected to be included in the Bond? Or is the bond only to cover the implementation services.

**The Bond is expected to cover the implementation services**

6. Many SaaS software Providers do not sell their subscriptions through resellers. Will the city sign separate contracts with the SaaS provider and the Implementation firm?

**Yes**

7. How many prior years of GL accounting history transactions will be converted?  
**5 years**
8. How many legal entities do you have?  
**One**
9. Do you engage in Fund Accounting?  
**Yes**
10. Do you want commitment control/encumbrances?  
**Yes**
11. How many assets will they be converting from the Fixed Asset Master File?  
**Approximately 2,000**
12. Do you require multi-book accounting?  
**No**
13. Do you have leased assets?  
**No**
14. How many suppliers will you be converting?  
**Approximately 6,000**
15. How do you pay your suppliers?  
**Checks & wires**
16. Considering varying COVID restrictions around the country will the city accept electronic submission of responses in lieu of hard copy submissions?  
**Yes**
17. Does the city have a date by which they must be live on the new finance solution?  
**No**
18. Can we submit "ELECTRONIC BID DOCUMENT NOTIFICATION OF RECEIPT" via email? If so, who should we send it to?  
**Yes [Controllers@eastprovidenceri.com](mailto:Controllers@eastprovidenceri.com)**
19. The pricing matrix on the Bid Form lists "Yearly Cost to Lease" or "Buy". Can "Subscription" be added to this?  
**Yes**

20. The pricing matrix on the Bid Form is asking for costs for the first three years. Can this be expanded to five years? For any Self Hosted option, the City of East Providence is considering, five years would provide a more accurate picture for a Self-Hosted option and would capture software upgrade costs and hardware refresh costs.

**Yes it can be expanded to 5 years.**

21. Are the Performance and Surety Bonds two separate bonds? Are these required by Rhode Island State Law?

**Performance and Surety Bonds are not two separate bonds. They are not required by the State of Rhode Island.**