

**Department of Materials Management
Procurement Unit
MONTGOMERY COUNTY PUBLIC SCHOOLS
45 W. Gude Drive, Suite 3100
Rockville, Maryland 20850**

February 9, 2021

NOTICE TO BIDDERS

**The following are questions and responses regarding RFP No. 4324.2
For the Provision and Implementation of School Activity Fund
Accounting & Management Software System**

Question 1: What is the anticipated Go-Live Date

Answer: 1st quarter of 2022

Question 2. What is the anticipated Implementation Date?

Answer: July 1, 2021 (i.e. Discovery, Implementation, Training, Deployment)

Question 3. Will finalists be allowed to demonstrate proposed solution? If so, when?

Answer: Hands-on demonstration from the top 3 finalists is preferred. In addition, according to section 7.5 in the Request for Proposal No. 4324.2 - The Respondents shall submit with their proposal response a "sandbox" link of the application and credentials for 30 users for a period of 60 days during the evaluation period to aid on the decision making. Access to any modules included in the proposal must be part of the sandbox.

Question 4. Would you like permissions limiting a user to financial data for a specific GL account? ie. volleyball coach can only view financial reporting for volleyball GL account.

Answer: Specific GL account access at the volleyball coach level is not required due to the only users at the school level are the Financial Agents at the schools (Principal, School Business Administrator, Fiscal Specialist, and/or Admin Secretary. At the Central Office, there is only a handful of users, and they would need full access, and no delineation required.

Question 5. What are specific examples of data you would like integrated into Oracle? Can you share sample copies of reporting that is currently being manually entered into Oracle?

Answer: Currently SFO is integration w/Oracle (ERP Business Hub) by use of the 1099 files.

Future state for Ad-hoc reporting, it's desired have an integration for year-end data into Oracle for Financial Reporting purposes. It is not required at the transaction level, but in addition to a balance sheet, we would want to be able to create/produce an income statement and cash flow statement

Question 6. Are you using Synergy's Direct Payment Fee mode to assign fees/obligations?

Answer: Currently - No

Question 7. From a payment processing perspective, what are the total annual receipts collected by MCPS Staff/Bookkeepers?

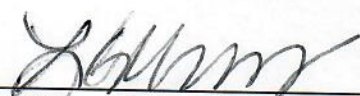
Answer: total annual receipts = \$26M

Question 8. What percentage of total annual receipts is collected via Credit/Debit/Echeck payment methods versus physical cash or check?

Answer: Approximately 20.64% (\$5,366,162)

Question 9 We have offices located in many different cities and wanted to confirm that electronic signatures would be acceptable?

Answer: Yes, Electronic signatures on the original and redacted copies are acceptable



Laurie Checco, Buyer II, Procurement Unit

Please indicate your acceptance of this notice by signing below and returning with your RFP or under separate cover.

Accepted:

Name and Title

Company Name

LC
Copy to:
RFP File