



City of Alameda
Questions and Answers Set 2
for
Enterprise Resource Planning (ERP) System
and Implementation Services RFP

RFP Questions Due:
July 13, 2018
City Responses to Questions Due:
July 20, 2018

1.1 Overview

The City of Alameda (City) released an RFP for ERP system and implementation services on June 29, 2018. RFP Section 1.3 included a procurement schedule, which set July 13, 2018 as the deadline for Proposers to submit RFP questions, and July 20, 2018 as the deadline for the City to respond to Proposer RFP questions.

1.2 Questions and Answers Set 2

Table 1 presents the RFP questions and answers Set 2.

Table 1 – RFP Questions and Answers Set 2

Question #	Question	City Response
1	How many core finance users does the City have?	There are 14 core finance users. Assuming Core Finance Users are defined as users with financial system access within Finance Department.
2	How many Purchasing users does the City have? How many of those users will submit Purchase Orders? How many will submit only Purchase Requests?	There are 41 users that can submit and/or approve Requisition/Purchase Request. Currently, Finance Department staff are the only users that can convert a Requisition to a Purchase Order. There are 5 Finance Users that can convert Requisitions to Purchase Orders.
3	How many users will need to approve transactions?	The question is unclear as to what the proposer is asking. Depending on the type of transaction, the number of users approving transactions may vary.