Q#	Reference	Question / Answer
1	General	Are there any terminal services required for the implementation? -- No.
2	General	What are the infrastructural constraints for this implementation? -- This RFP has been written to allow either of two Options for infrastructure. In the event the option for a "Dedicated environment solution" is selected, then the server(s), database, and central network will be located at a County of Fresno ITSD location until such time when it is decided to move the hardware to FCERA. The following is a general description of ITSD's facility: all workstations accessing the proposed system will also have access to the County network for other applications. The County Windows web based network supports over 6,000 workstations providing access to many applications and databases. The server, database, and storage facility currently provides adequate racks and storage facility for expansion. Technical Support is provided by ITSD on a 24/7 basis. In general, hardware is leased and is configured to maximize efficiency for servers, storage, networks, and software. The connection from County of Fresno ITSD location to FCERA is through a microwave signal.
3	General	Can you describe the type of workstation that will be connected to this system? -- There are seven (7) PC workstations currently: 1 Pc: Windows 2000 pro, Pentium 2.8 GHz, 2 GB Ram. 3 Pc(s): Windows XP pro, Pentium dual core 1.8 GHz, 2 GB Ram. 3 Pc(s): Windows XP pro, Pentium dual core 2.2 GHz, 2 GB Ram
4	General	What type of virus software is being used? -- County of Fresno uses McAfee for our antivirus software.
5	General	Is there a firewall being used? -- As a firewall, we have a proxy server (Microsoft ISA servers) plus the firewall that comes with McAfee.
6	General	Does Fresno County ITSD use a server rack for their computer systems? -- Yes, a rack is installed, although it may not have sufficient space for this installation. This can be assessed at a later time.
7	General	Is the wiring being used all CAT 5? -- CAT 5 is installed throughout the entire facility.
8	Req 4.011	4.011 supports table driven edit rules for payment eligibility, including: level of authorization based upon amount of payment, licensing, and Grants restrictions by expenditure type. Is FCERA doing leases and grants via an AR module and AP module or just the GL itself? -- This requirement is to allow the user to create rules / authorization controls around payments to a particular vendor based upon expense type. These rules would place dollar limits on who can approve the payment by the amount that a user would be able to approve; for example: An accounting supervisor may be limited to approving a payment for an office expense up to $5,000. Anything over that limit would need to be authorized by the accounting manager. If this requirement, which is a Priority 3, requires a separate module, please mention this in your response.

Q#	Reference	Question / Answer
9 Req 4.034		Regarding creating a lease record that will track payments over multiple years: Is FCERA doing leases and grants AR and AP or just the GL? Will the lease record be in AR like an invoice to be paid or just in a GL account? We have an AP to AR clearing section but would like to better understand how they want this done. -- This requirement is associated with requirement number 4.072. This is to allow the user to be able to track the payments associated with a lease (i.e. number of years for a lease and the lease payments that have been paid over the terms of the lease.) This is to allow the user to be able to see what the payments have been over the years, how many years are remaining and how much has been paid to date: This is potential future functionality; however, at this time the function is for the GL. FCERA is not actively managing property at this time, and therefore this is potential future functionality. Again, this is a Priority 3 requirement, and so if the requirement can only be fulfilled with a separate module, please mention this in your response.
10 Req 4.054		The ability to automatically generate reimbursement requests based on expenditure. Is it sufficient if this could be done by AR recurring billing? -- This requirement is to automate the creation of an AR entry for a particular vendor or vendors based upon expenditure type. Again, since this is a Priority 3 requirement, if the requirement can only be fulfilled with the purchase of a separate module, please mention this in your response. The question was answered with a potential solution, which should be provided as part of the response.
11 Req 4.072		What does the requirement mean when it says, "Enable lease billing business rules (i.e. terms, interest and penalties, fees, added services) to be established on a by-tenant basis in a tabled format." Would it be sufficient to create a crystal report and then export it to Excel, which would provide the tabled format? -- This requirement is also related to requirement 4.034. This is to enable the user to enter into the system, via a table the rules that are associated with a lease/contract. The system would track the leasor, amount of fees, terms, interest and penalty amounts that are associated with a particular contract/lease. The system would allow the creation of the customer, terms, years of the lease, etc. The question was answered with a potential solution, which should be provided as part of the response.
12 Req 4.067		What is meant by "tickets sales"? And would the be a sales code in AR or inventory item in IM? How are these being managed today? -- "Ticket sales" is one example of the requirement. The requirement is to be able to create a generic invoice based upon a percentage or temporary dollar amount, as a place holder for reporting purposes. Once an exact amount is known, then the temporary amount would be replaced by an actual dollar amount for the invoice. The system must then be able to update information (i.e. reporting,etc. that had used the temporary amount) and report based upon the actual dollar of the invoice. The requirement actually reads "Provide capability to generate an invoice for an unknown amount due. Once the total amount due has been determined, other systems/modules should be updated with the pertinent invoice and account information."
13 Req 4.076		What is meant by "delinquency notices"? Are they not just AR payments that have not been paid.? Delinquency notices could be done through AR billing or it could be a lot more detailed, and I'd like to get more feedback on the requirement. -- This is for AR payments that are past due. So, for example, if a payment is late, there is the capability of creating a notification that can be sent to the customer that payment is past due. Details of this requirement would need to be confirmed after approval of a contract; however, please note that this is a Priority 3 requirement, which means that the item is a "like to have" item, depending on how expensive it may be to have this type of functionality.

Q#	Reference	Question / Answer
14	Req 5.36, 5.37, 5.38	Do these requirements only deal with the GL account and how they relate to budgets not modules within the budget section all I need to know is are budget dealt only within GL accounts and not module information if only GL account we will use FRX to mine this information just not sure how they are doing it not and want it in the future? -- This question is not entirely clear, but we will attempt to answer it: yes, that is correct. The system must have the ability to forcast, create and track budgets regardless of the number of modules that are used. At this time, they are only dealt with on the GL account side, because of the relationship between the County of Fresno and the use of Peoplesoft.
15	General	The document clearly states that an AR or AP module are not to be within the scope of the proposal. Yet some of the requirements in 4.xx indicate that an AR or AP module are desired. Can you explain the discrepancy? Does FCERA need AR / AP modules? -- FCERA does not currently need an AR or AP module; all receivables and payables that are accounted for can be directly input into a General Ledger. However, if is possible that the simple solution to many of the Priority 3 requirements that are listed as 4.xx may be simply met through the purchase of a separate AR or AP module. If that is the case, then we would want the respondent to explain this and provide some kind of separate pricing for these items.
16	General	The RFP requests a video of our software application. Is that subject to California disclosure laws? -- You can mark it "Confidential" and there will be an attempt to protect it. However, if someone else requests it and FCERA's counsel later feels that it cannot be designated as such, FCERA cannot guarantee that it would not be passed on to another vendor.
17	General	Will FCERA want to convert detailed debit/credit activity in the old system to the new system? -- No, FCERA does not intend on converting historical data. FCERA expects to be able to certify beginning balances for each account and manually input those values at the start.
18	General	Is a "fillable" RFP available…at least for section 4.4? -- Yes, you can download the Word version of the document link http://www2.co.fresno.ca.us/9200/Attachments/RFP/GL09/FCERA-FRS-RFP-004b-Functional%20Requirements%20w_TABLE.doc. This link references Section 004b of the RFP.
19	General	May vendors have permission to cut and paste text from RFP for use in their response? -- Yes.
20	General	May vendors have permission to use images from RFP for use in their response? -- Yes.
21	General	What does "D" represent on page 1 of 22 on section 4.4 (Functional Requirements)? ("D" appears in the tables beginning on page 2, but is not defined on page 1.) -- This is an error. "3-D" represents customization in excess of $15,000.
22	General	Does FCERA own software to create PDF (a.k.a. Adobe Acrobat Reader) files for all the users that need to produce PDF files? -- If a PDF writer is needed as part of the solution, please include this cost in the cost proposal.

Q#	Reference	Question / Answer
23	General	What version of Crystal Reports does FCERA own (if any)? -- Please assume that if Crystal Reports is needed, FCERA will need new licenses. If the proposal requires Crystal Reports, please include the cost of these licenses as part of the overall cost proposal.
24	General	How will each vendors' response to functional requirements in section 4.3 and 4.4 be used for those modules that have been declared (in section 1.2) outside the project scope? In other words, if Accounts Payable and Accounts Receivable functions (for example) are outside the project scope, how will FCERA utilize responses that refer to these "out of scope" modules? (For examples, please refer to Requirement IDs 4.00 through 4.144, 5.21) -- FCERA does not currently need an AR or AP module; all receivables and payables that are accounted for can be directly input into a General Ledger. However, if is possible that the simple solution to many of the Priority 3 requirements that are listed as 4.xx may be simply met through the purchase of a separate AR or AP module. If that is the case, then we would want the respondent to explain this and provide some kind of separate pricing for these items.
25	General	How many full time equivalent personnel does FCERA have in their IT department? -- FCERA currently has one person that works full time in an IT capacity. It does not intend on adding another person during the implementation of this project, but does have staff in Accounting that are committed to its implementation by 6/30/2010.
26	General	May we know the certifications and/or experience of FCERA's IT department (either for each individual, or as a collective unit)? This information is requested to identify the training requirements for FCERA's IT Department personnel. -- FCERA's IT consists of one staff member who is utilized internally in the capacity of overseeing the IT projects, but also assisting in business analysis and operations support for such things as interest posting and the importing of active payroll transmittals.
27	General	Please describe the workstation environment used by the seven users identified in section 5.9 (e.g. What operating system(s) are used (including service packs)). -- There are seven (7) PC workstations currently: 1 Pc: Windows 2000 pro, Pentium 2.8 GHz, 2 GB Ram. 3 Pc(s): Windows XP pro, Pentium dual core 1.8 GHz, 2 GB Ram. 3 Pc(s): Windows XP pro, Pentium dual core 2.2 GHz, 2 GB Ram
28	General	What principal applications (including versions) are used by the seven users identified in section 5.9 (e.g. for spreadsheets, word processing, email.) -- Microsoft Office 2003 is used, including Outlook as an email client.

Q#	Reference	Question / Answer
29	General	May we know a bit more about the servers currently used by FCERA: For example: a. Is email hosted, or onsite? -- It is hosted by Fresno County ITS. b. Is FCERA's website hosted or onsite? -- It is hosted by Fresno County ITS. c. Does FCERA have an intranet, and if so, is it hosted or onsite? -- No. d. What constraints exist in FCERA's server room(s) (physical, electrical, and climate constraints.) -- If there are many servers required by the solution, there may be physical limitations for the server room, and FCERA may need to consider alternative solutions. FCERA does have some space in its own office but was not at this time planning on building out server space at FCERA for the next couple of years.
30	General	Can we receive a copy of their most recently issued comprehensive annual financial report (CAFR) or annual financial report (AFR) if a CAFR was not prepared? -- You can download this at the the FCERA web site. It can be found at: http://www2.co.fresno.ca.us/9200/attachments/Cafr/Cafr2008.pdf
31	General	Does FCERA provide only retirement benefits covered by GASB Statement No. 25, Financial Reporting for Defined Benefit Pension Plans and Note Disclosures for Defined Contribution Plans or are other post employment benefits provided through FCERA that may be subject to GASB Statement No 43, Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans? -- FCERA provides something that is referred to as a health benefit reimbursement, but this is not subject to GASB 43 reporting requirements because it is a taxable payment that is intended to offset health premiums, and is not required to be used for health premiums.
32	General	Please describe the type of integrations you anticipate? Need to understand the volume of transactions and if daily, monthly, etc. -- The primary integration will be with Peoplesoft at the end of each month, one time each month. This report currently contains approximately 400-500 line items per month. A sample of the contents can be found in one of the appendices in the RFP.
33	General	Is accounts payable and accounts receivable within the scope of the solution? The RFP states they are NOT to be part of the solution; however, the requirements list contains many line items related to accounts payable and accounts receivable. -- FCERA does not currently need an AR or AP module; all receivables and payables that are accounted for can be directly input into a General Ledger. However, if is possible that the simple solution to many of the Priority 3 requirements that are listed as 4.xx may be simply met through the purchase of a separate AR or AP module. If that is the case, then we would want the respondent to explain this and provide some kind of separate pricing for these items.

Q#	Reference	Question / Answer
34	General	Because information necessary for the CAFR would come from more than one place (pension system and general ledger), are the requirements for the generation of a CAFR asking for consulting expertise or a customized report to draw information from both solutions? -- No, the scope of the reports for this RFP only include those data points that would be derived from this system, not data from the Pension Administration System.
35	General	What is the fiscal year and what is requiring the need to have multiple fiscal year ends? -- The fiscal year is from 7/1 to 6/30 (of the following year).
36	General	What investment information and details are maintained in the pension system? The listing of requirements includes items related to specific investments, reports by investment manager and numerous reports regarding investment performance. Typically, the investments are maintained outside of the general ledger and only journal entries are imported to reflect changes in balances. -- We would ask that you look to the current chart of accounts that is listed as one of the appendices, where you can see the account codes that are used for investment-related activity. One thing that you will note is that some account codes are specifically allocated to specific money managers. This information is typically gathered in one of two worksheets, one being the cost to market worksheet, and the other being the private market schedules. Both of these are currently stored in Microsoft Excel worksheets.