

Montgomery County Hospital District (District)
Enterprise Resource Planning System (ERP) RFP Questions & Answers
RFP #2024-005-001

QUESTION	MCHD RESPONSE
Whether companies from Outside USA can apply for this? (like, from India or Canada)	Yes
Whether we need to come over there for meetings?	Yes
Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada)	Some tasks are required to be on-site at the District
Can we submit the proposals via email?	No, all proposals are required to be physically delivered to the District
Will any PHI be stored on MCHD's ERP platform? If PHI is stored in another HIPAA compliant application, we can access the data through an API for GL entries.	No
In addition to the RFP PDF file that was distributed, are there any other files (PDFs, XLSX, Word, etc.) that need to be collected?	A1 (Word), A2 (Excel) and A3 (PDF) are required to be submitted
SAP uses a partner network for implementations. Are we able to share the RFP with potential partners?	Yes
Can you provide an unlocked version of the Word and Excel for our response? We need to put a confidentiality footer on the documents and are unable to do so in the locked files	No, you can use column D to add notes
Can you please provide Attachment A-4: District's Standard Terms and Conditions? I do not currently have this attachment.	A-4 was combined with A-3, so there is no A-4
In your RFP document on Page 4, you mention... "MCHD desires to procure the most appropriate systems within its financial means from a qualified Vendor at a firm, fixed price." Please clarify that MCHD is asking for a Fixed Fee bid instead of a Best Efforts/Estimate or Not to Exceed bid. As you are likely aware, a Fixed Fee bid will increase the overall price as the Vendor assumes more risk.	The District is requiring a Fixed Fee proposal from all vendors in order to evaluate all proposals equally
Would it be possible to provide a list of the attendees from the pre-proposal call?	No
Would the county consider an electronic submittal as opposed to printed and mailed?	No, all proposals are required to be physically delivered to the District
In the County's RFP#2024-005-01 it refers to Attachment A4 District's Standard Terms and Conditions however we can not seem to find this Attachment. Could you please send the Attachment A4 for our review.	A-4 was combined with A-3, so there is no A-4
The RFP appears to be both SW and implementation services directed. As you know, ERP software has multiple partners once the software is selected. Will there be a follow-up RFP for implementation services – once SW is selected (regardless of what is submitted in the first stage)?	No, we are requiring software and implementation within the response
If not, we know the software vendor is submitting an RFP with another partner's comments for implementation. Will you allow implementation-only responses -that refer to another RFP response set?	No, you must respond with both software and implementation services, but you can partner with another firm to provide these services
How many years of history will be needed to migrate over from the Blackbaud ERP data set?	One year detail and three year summary data
Will there be any PHI involved in the migration that will need to be protected?	No
Is MCHD comfortable with an onshore/offshore combined implementation model?	All proposals will be accepted and evaluated based on services and support required in the RFP
As a leader in implementation and strategy services for the healthcare industry, we would like to share other success stories in related areas. Where should we send these?	You can provide information or brochures within your response as a separate file
Section 2.2.4 For the applications that are being maintained or interfaced to, is there an option to present cloud infrastructure solutions to better the performance and stability?	No, this RFP is solely to solicit proposals to replace the Blackbaud system. Interfaces are required with certain District systems, so these interfaces should be incorporated within your response.
Page 18 – budget – is the IT budget shown as an ongoing number or identified for this project only? If ongoing, is there a focused allotment for this project?	That is the operational budget and is not a reflection of this project
HCM applications are a core component of ERP systems. What is the reason that Paycom is not being considered as part of this implementation?	At this time, the District is only looking to replace the Blackbaud system
What level of involvement of the super users will be available for testing and design?	The District will allot time for the implementation of this system in order to ensure a successful go-live
Does any future EHR integration with the ERP system is required? What EHR System MCHD use?	No
Does MCHD require any onsite support personnel after going live?	No, but there is a requirement for recurring annual training
Can we send any success stories as an addendum to the proposal?	You can provide information or brochures within your response as a separate file
Will you be using the selected ERP solution for expense reports?	The District will consider this based on the functionality of the system
How many users will be "view only" users and need drill down access into general financial reports?	All users will be actively using the system. The District will need view-only access for one auditor.

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Does MCHD want to give all employees the ability to requisition goods/services or just a subgroup, if subgroup please provide the number of users? (i.e. a punchout for ordering supplies)	The District currently has 6 users that submit requisitions, but 53 employees will need access to approve requisitions within the module
For the purposes of the FUND questions, are we to interpret fund as being a GL Segment?	The ERP needs to be able to support government-based fund accounting
Financial Consolidation and Close, how many: <ul style="list-style-type: none"> • Financial Close Users • Report Creation and Modification users • Reports View Only Access users 	4, 5, 1
Planning and Budgeting, how many: <ul style="list-style-type: none"> • Budgeting Function hands-on Users • Approvers (if not included above) • Budget Report Creation and Modification users • Reports View Only Access users 	26, 4, 4, 1
How many Account Reconciliation users?	6
How many days does it currently take to close monthly books?	10 business days
Are any reconciliations currently automated?	Yes, cash accounts only
I'm assuming based on the questions, FUND is a balancing segment. (I.e. a balancing segment is balance sheet entity...where trial net's to 0)	The ERP needs to be able to support government-based fund accounting
GL 176 Provide compliance reports to be editable by user. What types of Compliance Reports?	Standard Local Government compliance reports
GL 170 Ability to for users to manually refresh the Executive Information System. What is the Executive Information System?	The District would like to have the functionality of an Executive dashboard with live data
GL 136 Ability to retain "deleted" journal entry information for inquiry only. From and audit perspective, why would you want to delete a JE if its posted? If not posted, the JE has no impact	The District would only delete unposted journal entries and provide a journal entry log to the auditors.
GL 106 Ability to maintain a crosswalk between charts of accounts. Is this for consolidation purposes? i.e. a mapping	Yes, for mapping
GL 84 Ability to populate the project number that assigned to specific accounts. At which point are you facilitating this requirement? Please provide Use Case	The District would like the ability to have separate project numbers that are tied to a project ledger
GL 97 Ability to update beg balances when two years are open due to new budget year and closing out previous year. Please provide use case	The District would like the approved budget to be reflected in the beginning of the new year's actual budget
GL 94 Ability to add new accounting strings (fund-org-object-project) without having to manually link each element. Do you want to add values in any of the established segments OR are you actually creating a new segment post go live?	The District would like the system to allow the ability to add new segments if needed in the future
GL 97 Ability to update beg balances when two years are open due to new budget year and closing out previous year. What beginning balance are you requesting to update?	The District would like the approved budget to be reflected in the beginning of the new year's actual budget
GL 118 Ability to copy/re-create accounts. Please provide use case, since there is no need for duplicate GL accounts	The District would like the ability to copy an account from one fund to another