



Memorandum

Responses to Questions Received on the Request for Proposal (#FIN0825-001)

Enterprise Planning Resource (ERP) System Architecture and Configuration

Date of doc: 8/20/2025

1. Is the expectation that the excel based reporting tool will be an additional software solution that is integrated/embedded with Microsoft Business Central?
 - a. An update was made to the RFP on 8/13 regarding the Excel-based reporting tool. Please refer to the updated RFP
2. Do you need to produce report packets to the Board on a scheduled frequency? What does this process look like today?
 - a. Yes. At least once a month we prepare a packet consisting of financial statements and other ad hoc reports
3. What key reports do you need to produce based on Fund Accounting?
 - a. Financial statements, Budget vs. Actuals, and other ad hoc reports
4. Is there a requirement to track Grants Lifecycle in Microsoft Business Central
 - a. Not at this time
5. Do you currently have a CRM system in place? If yes, please provide software name?
 - a. We currently do not track this information in our ERP system
6. Provide an overview of your current Legal Entity structure?
 - a. We are a single government entity in the state of California
7. What financial system are you operating today? What other software is used in your daily operations?
 - a. We are currently using AccuFund as our ERP. No other major software is in use.
8. Will there be an opportunity for vendors to conduct a detailed scoping session during the down selections?
 - a. Yes, please reach out to shung@mwdoc.com