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QUESTIONS AND ANSWERS **TO MCOE 2023-RFP-001 COMPREHENSIVE FINANCIAL MANAGEMENT SYSTEM**

1. Please provide a better understanding of MCOE's implementation approach, taking into account the COE and the partnering districts.
 - a. Do you anticipate the selected vendor working with the COE directly to implement and train and then the COE working with the districts to bring them live? OR, do you anticipate the vendor implementing the COE as well as each of the partnering districts?

ANSWER

We envision the vendor working directly with the COE and our partnering districts in a group environment. Nonetheless, we acknowledge that dependent on the system, it may be necessary for the vendor to work directly with individual partnering districts.

- b. Do you anticipate bringing the COE and districts live on the same timeline or a "rolled out" approach with the COE live first and then "rounds" of districts going live following that?

ANSWER

We anticipate the COE and all districts will go live on the same timeline.

2. Please confirm the contract term for this RFP

ANSWER

MCOE is asking vendors to estimate costs for all categories with the understanding that they may have to make assumptions, including the term of the contract. Such assumptions should be stated. We encourage respondents to base their proposal on the most favorable terms available, which is often influenced by the contract term. MCOE reserves the right to contact vendors on cost and scope clarification at any time throughout the selection process and negotiation process.

3. Please confirm if the electronic copy of the RFP can be submitted on a USB flash drive.

ANSWER

Yes, we would in fact encourage the submission of the electronic copy on a USB flash drive.

4. The RFP on page 18, Section 3.1 Executive Summary (Response Section 1) indicates the contact information should include a valid email address and a toll-free telephone number. Is a toll free number required or can a non-toll number or alternative be substituted?

ANSWER

Yes. If your organization does not maintain a toll-free number, please provide an alternative telephone number.

5. Please provide clarification as to what is meant in Appendix F – Accounts Payable Check Processing/COEFN 30.00 by “Support system again of payments”

ANSWER

Thank you for pointing out this typographical error. The RFP should have read “Support system aging of payments” by which we mean that payment batches can be created distinctly from entry batches.