



818-2020 ADDENDUM 2

AUTOMATED CASHIERING SOLUTION AND IMPLEMENTATION

URGENT

PLEASE FORWARD THIS DOCUMENT TO WHOEVER IS IN POSSESSION OF THE REQUEST FOR PROPOSAL

ISSUED: April 15, 2021
BY: Kara Kubas
TELEPHONE NO. 204-391-5506

THIS ADDENDUM SHALL BE INCORPORATED INTO THE REQUEST FOR PROPOSAL AND SHALL FORM A PART OF THE CONTRACT DOCUMENTS

Template Version: Ar20160708

Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Request for Proposal, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 10 of Form A: Proposal may render your Proposal non-responsive.

PART E – SPECIFICATIONS

Add: E7.1(b)(xix)

E7.1(b)(xix) allow price and transaction over-rides by role by user/supervisor/administrator.

QUESTIONS AND ANSWERS

- Q1: What are the interface details with PeopleSoft? Please share details of entities to be interfaced to/from PeopleSoft.
- A1: Current system does not interface with PeopleSoft. The new automated solution shall have the ability to interface with PeopleSoft in accordance with section E7.1(d), by creating a daily deposit entry within the Accounts Receivable module.
- Q2: Which system shall post the accounting entries? The proposed solution or PeopleSoft (the transactional data shall be interfaced to PeopleSoft for the financial postings).
- A2: PeopleSoft will post the accounting entries created by the interface from the new automated cashiering solution.
- Q3: We noticed that the proposal format suggests the response starts with Section C, is there a Section A or Section B which needs to be included?
- A3: Section A and Section B correspond to Form A and Form B.
- Q4: In the pricing form, the number of units in each row is not editable. As the license cost is based on number of users, how do we edit the number of units?
- A4: On Form B: Prices, number of units are not editable. The number of employees utilizing the cashiering solution is less than 15. If the license cost is based on the number of users, consider 15 users for pricing. Details can be provided as an attachment to your proposal.
- Q5: In the pricing form, how do we bifurcate license cost and implementation services cost?
- A5: Details can be provided as an attachment to your proposal.

Q6: The City list 7 workstations. Could the City provide us with the total number of users that would be accessing the Cashiering module via those stations, including supervisors? Read-Only users are no charge, so please do not include those.

A6: See A4.

Q7: Outside a real-time integration with the People Soft and the Alarm software, what other applications would require an integration with the Cashiering Solution? For those remaining applications would City prefer to (1) have a batch integration (ex. End of day) for pulling payment information in or (2) have the new cashiering solution record transactional receipts and have a real-time bi-directional interface to those applications?

A7: The proposed automated cashiering solution shall integrate PeopleSoft. Any other integrations may be considered value added services in accordance with B17.

Q8: Would the City like POS equipment to be included in the RFP response (receipt printers, scanners, cash drawers, check imaging/MICR devices, encrypted credit card swipe and EMV/chip/tap-to-pay devices).

A8: See Addendum 1.

Q9: Would you like the POS/Cashiering solution to also have the option to accept online payments? Please note which applications you would like to have included in this option.

A9: Yes, in accordance with section E7.1(b). Including, but not limited to public site web forms.

Q10: Would the City like the cashiering solution to create an Image Cash Letter (ICL) with scanned checks for deposit and send to your bank?

A10: This may be considered a value added service in accordance with B17.

Q11: Does the City have a multi-check scanning process in place for recording checks and bills/invoices in batch? If not, should this be included in the response? What is the annual volume that the City would scan using this process?

A11: The WPS (department of the City of Winnipeg) is not using this process currently. This may be considered a value added service in accordance with B17.