

COLUMBUS METROPOLITAN HOUSING AUTHORITY

880 East 11th Avenue

COLUMBUS, OHIO 43211

DATE: March 3, 2020

RFP# 2020-005

TO ALL BIDDERS:

The specifications are hereby amended and supplemented by this addendum, which forms a part of the contract documents and should be considered in preparation of bid.

ADDENDUM # 1

1. On page two there is a reference to submitting an electronic copy, there is also a reference for a hard copy which submission is acceptable?
 - a. Hard copy submission is required
 - b. Page two reference is a typo
2. 2.2.1 references a 2019 GP upgrade this is not available, which upgrade is CMHA seeking?
 - a. The latest version available of GP
3. Is CMHA's GP fee up to date?
 - a. Yes
4. What is your GP enhancement plan?
 - a. Upgrade to be implemented within the next 18 months
5. On page four there is reference to Deliverables, please provide details each, Chart of Accounts Cleanup, what are your issues?
 - a. No clean up required at this time
 - b. CMHA may require consulting services for items listed in section. Services requested will be based on CMHA Finance projects*
6. Will the awarded provider be required to implement the A/R?
 - a. No, services not required at this time
7. 2.4.1.1 references Security and Role Configuration, does this include field security?
 - a. No it does not.
8. What is your current security and role configuration?
 - a. Tasks: Generally out of the box tasks with addition of 3rd party related tasks
 - b. Roles: Out of the box roles with addition of custom and 3rd party related roles
9. What are your current custom rolls and task?
 - a. Tasks: Generally out of the box tasks with addition of 3rd party related tasks
 - b. Roles: Out of the box roles with addition of custom and 3rd party related roles
10. What are your current 3^d party products related to security and configuration?
 - a. No third-party products used for GP security and/or configuration
11. How many users does CMHA currently have?
 - a. Currently licensed for 25 concurrent users; reducing to 15 concurrent users
12. What is CMHA's desired changes for security?
 - a. No current security changes required at this time

- b. CMHA is open to recommendation
13. How many open A/R records are current being brought in?
 - a. Excel
 - b. PHAMS
 - c. Data Pushed
 - d. This process is handled internally
 - e. CMHA may require consulting services for items listed in section. Services requested will be based on CMHA Finance projects *
 14. How many customers does GP manage?
 - a. There are three types of accounts
 - b. G - customers are contractors – 1099 (3,500)
 - c. L – customers are landlords & T – customers are tenants (14,000)
 - d. Receivables from other PHA's (100)
 15. Is Safepay a current product CMHA is using?
 - a. Yes
 16. What are the requirements for Safepay?
 - a. Configure as it is configured today
 17. In reference to Grant Management what support is required?
 - a. No services are needed at this current time, may request services in future *
 18. What Grant Types does CMHA current manage?
 - a. HUD Grant
 19. Will CMHA want the provider to manage Grant status, pre-awards, etc..?
 - a. This is an internal process
 - b. Consultant services may be requested for implementation process*
 20. Will CMHA want to restrict transaction related to Grants?
 - a. This is an internal process
 - b. Consultant services may be requested for implementation process*
 21. Will CMHA require any actions regarding grant budgets?
 - a. This is an internal process
 - b. Consultant services may be requested for implementation process*
 22. How does CMHA current manage their grant reporting?
 - a. Excel
 23. Will the awardee be required to do any reporting?
 - a. All reporting will be completed by internal staff
 24. 2.4.1.7 Implement cash flow forecasting, please provide requirements?
 - a. Adaptive Insight software will be used for forecasting in future
 25. Which products does CMHA plan on using for forecasting GP or Adaptive Insight?
 - a. Adaptive insight
 26. 2.4.1.4 Is CMHA using AP Accrual Smartlist Builder Report?
 - a. No
 27. The deliverable that reference workflows, what kind do you plan to implement?
 - a. Blue Requisition Form workflow:
 - b. Invoice Processing flow from mail room:
 28. How many workflow steps will be needed for each implementation?
 - a. Blue Requisition Form workflow:
 - b. Invoice Processing flow from mail room:
 29. Is CMHA currently using EFT?
 - a. Yes

- b. Section 8
- 30. Who is CMHA's current Financial Institution?
 - a. US Bank
- 31. Does CMHA storing EFT vendor information in GP?
 - a. Yes
 - b. Information is stored in the vendor card
- 32. How many bank accounts does CMHA have?
 - a. One
- 33. How many vendors does CMHA have in EFT?
 - a. 5,000
- 34. What is Temp Housing MICR account used for in GP?
 - a. Not applicable currently
 - b. Consultant services may be required in the future *
- 35. Will the awardee need to set up a new check book?
 - a. NO
- 36. If so, will temp housing be the only one that will need set up?
 - a. NO
- 37. 2.4.1.12 what is the intent for the unit accounts?
 - a. Not applicable currently
- 38. Will 2.4.1.12 be used for accrual purposes?
 - a. Not applicable currently
- 39. Will 2.4.1.12 be used in Adaptive insight?
 - a. Not applicable currently
- 40. 2.4.1.13 what type of general cleanup is CMHA requiring?
 - a. Consulting services will be required *
- 41. Will Adaptive Insight product support the cleanup?
 - a. Consulting services will be required *
- 42. What is TValue, please provide details?
 - a. Budgeting
 - b. Loan amortization
 - c. Not applicable currently
- 43. Please provide Adaptive insight product details?
 - a. Adaptive automates consolidations and integration of data from other systems and enables collaboration and real time updates
 - b. Adaptive insight software is being Implemented, product details are limited
- 44. Which GP version is CMHA currently using?
 - a. 201602
- 45. How many GP data bases does CMHA have?
 - a. Two, one for production and one for test
- 46. What is CMHA current GP data base size?
 - a. 50 GB
- 47. What 3rd party products are you using with GP?
 - a. Reference page 29
 - b. Nolan is another product
 - c. Some products listed are modules not plug ins
- 48. Does TValue integrate with GP, if not should it?
 - a. No
 - b. This product stands alone

- c. Not related to scope
49. Does CMHA have any custom integrations for GP, provide a list?
- a. PHAMS (via stored procedures)
 - b. Integration Manager (Cass Utility Bills)
 - c. Upcoming: PHAMS Replacement (Internally developed software)
 - d. New software to be implemented mid/late 2020
50. Where in GP is PHAMS being brought into?
- a. Directly via SQL procedures to SY00500, PM10000, PM10100, etc
51. What custom reports are you currently using in GP?
- a. Purchase Orders via Forms Printer
52. How many GP users do you currently have?
- a. Current 25 users
 - b. Goal Users 15
53. What Green Shades Module is CMHA using?
- a. Not applicable currently
 - b. Greenshades Center for Federal 1099s.
54. 2.4.3. What is your GP system list price?
- a. \$127,250.00
 - b. GP Partner 16%
 - i. \$20,360
 - ii. Add-ons \$6,305.50
55. What is your current renewal date for GP?
- a. June 1st
 - b. Term

* CMHA may require consulting services for items listed in section 2.1.1. Services requested will be based on CMHA Finance projects. CMHA cannot guarantee any minimums for consulting services..