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Addendum

Solicitation Name	Enterprise Resource Planning (ERP) Software Q2000	Addendum Number	6	Date	05/18/2020

This addendum answers questions raised about this solicitation. Questions are generally verbatim as received. To aid in readability, the questions are in black, the answers are in **bolded blue** and the answers follow immediately below.

Q1	Are all your 10 entities managed by centralized Finance team or they operates separately
	They are centralized.
Q2	How many individual FEIN Numbers you have? *(KCDC, Eastport Residences LP, the Five Points 1, 2, 3, 4 LPs; Lonsdale Homes, LP; North Ridge Crossing, LP and The Vista at Summit Hill, LP. Of the 3,489 units).*
	17.
Q3	For above entities, is it right to assume that they have common business policies like closing process, reporting etc?
	Closing processes, internal reporting and budgeting are essentially the same, except for different fiscal year ends for the LPs. LPs have various reporting requirements from investors and banks. All multifamily properties, which include LPs, have standardized reporting requirements to HUD. Banks also have various reports due at various times in relation to debt service requirements.
Q4	Do you have any other third party system which need to be integrated with Oracle for Finance & Accounting functions (apart from Banking functions)
	These would include payroll (Vista), P Card services (BMO), anticipated creation of a link/upload of utility data from the Knoxville Utilities Board and our Asset Planner by Ameresco.
Q5	Please provide data volume: **All figures are approximate** Number of Active Suppliers: **800** Number of Active Customers: **5,000** Number of AP Invoices processed during a month **300** Number of AR Invoices processed during a month **25** Number of Grants **30** Number of Active Assets **500**
Q6	For the 'Integrates with housing systems (PH, S8, MFH, TC)', is it correct to say that vendor creation & invoices recording will be done in Housing systems and paid out of Oracle.
	Yes.
Q7	For the 'Integrates with housing systems (PH, S8, MFH, TC) and GL', is it right to assume that customer recording & invoices generation will be done out of Housing System. And, Will Housing system also handles the receipt from customers or this function to be done in ERP system where you are looking for aging capability
	Yes.

Q8	Please explain your Grants cycle from awarding to spending and billing to Sponsors Also, are these grants received from Federal / Private or you have other fund raising mechanism as well
	Our grants, currently, are primarily federal and thus it is the standard HUD grants processes. Additional private, state or local grants may be received in the future.
Q9	Is there any requirement to track cost for projects apart from Grants, for CIP assets or any internal project
	As the redevelopment Agency for the City of Knoxville and Knox County, KCDC has numerous projects which require tracking individually.
Q10	Do we want to Integrate the capital budgets with HUD system?
	Yes.
Q11	In the present are there any drivers used to prepare the budget? If yes, kindly share some present scenarios.
	KCDC utilizes an internally developed budget creation, approval and monitoring process. The respondent is expected to present existing budget systems to KCDC for evaluation in the selection process. Complete details may be shared with finalists in the selection process.
Q12	What level of reporting is done in the present scenario?
	Budget to actual, variances, trends, reporting to various levels of management and governance, et cetera.
Q13	Are you looking forward to creating and manage contracts systematically whereby you can track contract dates, contract documents, milestones, fulfilment, deliverables, legal terms and conditions, contract approvals?
	Yes.
Q14	Do you have requirements for Subcontract tracking e.g. tracking work completion, invoicing and payment based on work completion?
	No our contracts are with General Contractors.
Q15	Do you have standard terms and conditions templates available for different types of procurement contracts ? How any Templates? Do you wish to upload the terms and conditions library in new system and maintain it?
	KCDC basically has 1 set of Terms and Conditions. KCDC might upload it in your system.
Q16	Approx no. of BOQ lines or Service lines on a Contract?
	If by "contract" you mean purchase order, typically 1 or 2. It can however be 50 or more.
Q17	Do you have requirements for Subcontract tracking e.g. tracking work completion, invoicing and payment based on work completion?
	No.
Q18	How many warehouse or store or branch do you want to cover in this implementation?
	There could be a total of 25 or so.
Q19	How many numbers of SKU's or items do you deal with?
	Less than 25.
Q20	Do you track on hand quantities and value for the stock items ?
	Yes.
Q21	Are you looking to manage quotation of your supplier systematically online for proper evaluation, comparison and awarding?
	Yes, if feasible.

Q22	How many RFQ's do you issue per month?
	If one averaged it out, it would be 2-3 per month.
Q23	Do you want to have Vendor Self Service, where you can have new vendor registration, vendor can submit invoices, acknowledge PO, track payments and shipments, give responses to RFQ. In short, a vendor account so that vendor can manage transactions with the buying company?
	That would be ideal.