



**RFP 22-13
BUDGETING, PLANNING AND FORECASTING (BPF)
SOFTWARE
QUESTIONS & RESPONSES**

NO.	SOLICITATION REFERENCE	COMMENTS / QUESTIONS	RESPONSE	DATE RECEIVED	ANSWERED IN ADDENDUM
1	RFP	Whether companies from Outside USA can apply for this? (like, from India or Canada)	Yes	09/06/22	01
2	RFP	Whether we need to come over there for meetings?	Yes, there will meetings that may need your company representatives on-site	09/06/22	01
3	RFP	Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada)	Yes, however, some tasks may need to be coordinated with the end user, which may require your company's representative presence.	09/06/22	01
4	RFP	Can we submit the proposals via email?	Yes	09/06/22	01
5	RFP	Would you be able to provide clarification on the DBE goals for this RFP?	8.5% is our goal for DBE participation	09/06/22	01
6	RFP	Specifically, is DBE participation a requirement, and if so, what is the participation percentage requirement for the RFP?	No, DBE is not a requirement	09/06/22	01
7	RFP	Is this a percentage of the entire bid value?	Yes	09/06/22	01
8	RFP	Would BJCTA be able to provide further detail regarding the type of forecasting formulas that is desired in the new system?	Yes	09/09/22	01
9	RFP	Does BJCTA have a specific budget allocated for this project? If so, what is the budget?	No set budget	09/09/22	01
10	RFP	Has BJCTA received any relevant demonstrations from vendors prior to this RFP?	Yes	09/09/22	01
11	RFP	What are the major challenges or pain points related to the budgeting process that BJCTA has today?	Everything is currently done in excel and the spreadsheets have limitations	09/09/22	01
12	RFP	Please identify your current source systems for accounting and human resources. Also, please name any other resource systems for any other data you would like integrated with the software solution needed.	Fleetnet	09/06/22	01



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13	RFP	Please identify user types and quantities for each area: Administrators – Involved with configuring and maintaining the model. Typically, non-information technology personnel.	User Quantity: 5	09/06/22	01
14	RFP	Read/Write – read/write access	User Quantity: 15	09/06/22	01
15	RFP	Read Only – view access only	User Quantity: 2	09/06/22	01
16	RFP	Will any of the users identified overlap and need access to the other areas identified? If yes, please provide that breakout for each area.	No	09/06/22	01
17	RFP	Please provide BJCTA’s desired project timeline for implementation. Also, please let us know if you require number of phases for implementation.	ASAP	09/06/22	01
18	RFP	What are “must haves” and “nice to haves”?	Must haves – Budget personnel salaries & fringe benefits, capital projects modeling, budget input from departments, dashboards, multiple budget versions, KPI tracking Nice to haves – What if scenarios, cash flow integration with P&L and balance sheet, ease of uploading data	09/06/22	01
19	RFP	On page 6 under Requirements, RFP 22-13 states “Comprehensive technical familiarity with the core tasks and television production”. Is this applicable to the RFP 22-13? If so, please explain so we can understand and to provide the appropriate response.	No, this not applicable to this RFP #22-13. Please disregard that statement.	09/06/22	01
20	RFP	Is there a set budget for the automated budget solution? If so, can you please provide that budget?	No set budget	09/06/22	01
21	RFP	The scope suggests that the proposed should offer interaction and automatic updates between Profit & Loss accounts and Balance Sheet accounts. Does the Authority intend to forecast Balance Sheet within the new BPF software?	Yes	09/09/22	01
22	RFP	Attachment F- Disadvantaged Business Enterprise (DBE) Utilization form indicates that the proposer/offeror is committed to a minimum of 8.5% DBE utilization on this	No	09/09/22	01



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		contract. Is this a mandatory requirement for a Software as a Service contract whereby project management, implementation, and ongoing support are fully delivered with inhouse expert resources?			
23	RFP	What ERP system does the Authority currently have in place?	Fleetnet	09/09/22	01
24	RFP	In addition to the Authority's Financial and HR systems, are there additional sources of data in which BJCTA would like to see interface with the new BPF software?	No	09/09/22	01
25	RFP	Is the Authority interested in using the Capital budgeting functions of a new BPF software?	Yes	09/09/22	01
26	RFP	We acknowledge that BJCTA requires licenses that give access to multiple users, but we request a further breakdown of user license needs by user type. How many of the following?	System Administrators (model builders) 5 HR admin – Personnel budge – 250 Read/Write Users – Operating budget – 15 Read/Write Users – Capital budget – 7 Read Only users - 0	09/09/22	01
27	RFP	What is BJCTA's ideal go-live timeframe?	ASAP	09/09/22	01
28	RFP	The solicitation indicates that the Questions deadline is September 9 th and suggests that responses to inquiries will also be posted on September 9 th ? Is this correct?	Yes	09/09/22	01
29	RFP	Has the Authority seen any demonstrations of potential solutions prior to issuing this RFP? If so, which solutions?	Yes, the name of the solution can't be provided.	09/09/22	01
30	RFP	Does BJCTA have an established budget for the new BPF software solution? If so, can the amount budgeted be disclosed?	No	09/09/22	01
31	RFP	As we a software vendor, can we propose our Software as a Service Contract instead of the "Federal Clauses & Certifications – Materials & Supplies" – many aspects of that contract are for construction related projects and not applicable to a Software as a Service contract.	No, Please submit the completed Federal Clauses & Certifications included in the solicitation package.	09/09/22	01
32	RFP	How many references with contact information does BJCTA require?	Please provide at least three (3) references familiar with your company's past work.	09/09/22	01
33	RFP	Will BJCTA grant an extension to the current submission date, as the existing 2-week turnaround timeline will	No extension	09/09/22	01



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		likely result in responses that are not comprehensive nor in the best interest of the Authority to consider?			