

RFP – Finance ERP Consulting Services

Questions & Responses

#	Question	Response
1	Has CPA established a budget for ERP assessment services? If so, what is the allocated amount?	RFP Section 5.3 (Pricing): Proposers should provide a pricing matrix in the provided format that accounts for the completion of the requested services set forth in Attachment A (Scope of Services).
2	Has CPA allocated a budget for ERP system implementation costs (one-time) and annual subscription fees? If yes, what are those budgeted amounts?	Yes; CPA will conduct a technical briefing with the selected Proposer.
3	Regarding items 2.14, 2.15, 2.17, and 2.18 in Attachment A – Scope of Services, is CPA seeking a full assessment of how rate setting, cost of service, electricity usage and generate data, and financial modeling is performed as part of this project, or to understand the desired needs from a future ERP solution to support these activities?	The Scope of Services is set forth in Attachment A. CPA is not seeking a full assessment of the indicated processes.
4	How does CPA define success for this initiative beyond the completion of deliverables? We are looking to understand agency’s operational goals tied to this initiative - improved financial transparency, audit readiness, operational efficiency, ratepayer impact.	CPA expects that Proposers will outline their recommendations for successful program completion in their Proposals. Please refer to RFP Section 2 (Project Background).
5	Are there specific strategic initiatives or regulatory drivers that should be prioritized or reflected in the future-state design?	CPA will conduct a technical briefing with the selected Proposer.
6	Are there specific processes where CPA is seeking leading practices from public utilities or government entities?	CPA expects that the selected Proposer will possess the expertise to provide those recommendations.



7	To what extent have current business processes been standardized across departments, particularly in finance, settlements, and reporting? (Attachment A: Task #1)	Please see CPA's response to Question 5.
8	Who are the primary stakeholders and decision-makers for this initiative, and what governance structure will be used to guide key decisions and prioritization? (Task #2)	Please see CPA's response to Question 5.
9	What level of engagement is expected from CPA staff during workshops, reviews, and validation activities? Attachment A: Task #1, 2, 3)	CPA is leading this initiative and expects to be actively engaged throughout the process.
10	What are the current systems of record for financials, billing, settlements, and energy data, and how are they integrated today? Attachment A: Task #1)	Please see CPA's response to Question 5 and refer to RFP Section 2 (Project Background).
11	Are there known data quality, reconciliation, or reporting challenges that should be addressed as part of the Updated Needs Assessment? (Attachment A: Task #1, 2, 3)	Please see CPA's response to Question 5.
12	Is Energy procurement and contract/PPAs financial in-scope? (Attachment A: Task #1)	No.
13	Does CPA have existing data architecture standards or integration preferences (data models, integrations, middleware, APIs, data warehouse)? (Attachment A: Task #1, 2, 3)	Please see CPA's response to Question 5.
14	Are there specific processes where CPA is seeking leading practices from public utilities or government entities? (Section 2: Project Background & Attachment A: Task #1, 2, 3)	Please see CPA's response to Question 6.
15	What criteria will CPA use to prioritize identified process improvements (e.g., risk mitigation, cost savings, regulatory compliance, customer impact)? (Attachment A: Task #1, 2).	Please see CPA's response to Question 4.

16	What internal resources (staff, subject matter experts) are expected to be available to support the assessment, planning, and procurement phases? (Attachment A: Task #1, 2).	Please see CPA's response to Question 9.
17	Are there specific procurement policies, templates, or evaluation frameworks that must be incorporated into the RFP process? (Attachment A: Task #1, 2)	Yes. Please see CPA's response to Question 5.
18	What are the most critical evaluation criteria for ERP vendor selection (-functionality, total cost of ownership, implementation approach, public sector experience)? (Attachment A: Task #3)	Please see CPA's response to Question 5.
19	What risks is CPA most concerned about as part of this initiative (e.g., data migration, change management, timeline, cost control)? (Attachment A: Task #2, 3)	Please see CPA's response to Question 5 and RFP Section 2 (Project Background).
20	What level of detail and format does CPA expect for deliverables such as the Updated Needs Assessment and Action Plan (e.g., spreadsheet models, narrative reports, dashboards)? (Attachment A: Task #1, 2)	CPA expects that Proposers will identify the best choice for the format of the deliverables that follows the scope outlined in Attachment A. Dashboards are not requested in the scope set forth in Attachment A.
21	Has CPA established preliminary budget ranges for ERP and related system investments? (Section 5 & Attachment A: Task #3)	Please see CPA's response to Question 2.
22	Does CPA have backup plans if third-party funding source is not available? (Section 5 & Attachment A: Task #3)	This question is not clear. There is no indication of a third-party funding source in Attachment A: Task #3.
23	Does CPA have an anticipated budget for this project and if so, can it be shared?	Please see CPA's response to Question 1.
24	Section Reference – Pricing Matrix Section 7.1.3 references "Section 5.5" for the pricing matrix; however, we were unable to locate Section 5.5. Can you confirm whether this should reference Section 5.3?	Correct.
25	Evaluation Criteria – Scoring Approach Section 6.4 outlines evaluation criteria and weightings. Are there defined sub-criteria or scoring rubrics used within each category, particularly for "ability to provide the scope of services"?	No.

26	<p>Scope Boundary – Implementation Support</p> <p>Would CPA consider or expect the selected Proposer to extend their services to provide implementation support beyond procurement (e.g., implementation advisory or PMO support), or is the scope limited to pre-implementation activities?</p>	The scope for this project is set forth in Attachment A (Scope of Services).
27	<p>Internal Needs Assessment</p> <p>How complete is the Internal Needs Assessment, and in what format will it be provided (e.g., process maps, requirements, gap analysis)? Are there specific areas where CPA anticipates significant updates or refinement?</p>	Please see CPA’s response to Question 5.
28	<p>Project Team Capacity</p> <p>What level of availability is expected from CPA’s Project Team and SMEs? Do you anticipate competing priorities or bandwidth constraints that could impact the proposed timeline?</p>	Please see CPA’s response to Question 5. CPA does not anticipate any necessary adjustments to the timeline.
29	<p>Governance and Decision-Making</p> <p>How is the steering committee structured (e.g., size, composition, involvement of Board members)? From a governance standpoint, who has final decision-making authority for key milestones? Additionally, how does CPA expect the Project Team to interact with the steering committee (e.g., frequency and format of updates)?</p>	Please see CPA’s response to Question 5.
30	<p>Definition of Success</p> <p>How does CPA define success for this engagement, and what key outcomes or metrics will be used to evaluate effectiveness?</p>	Please see CPA’s response to Question 4.
31	<p>ERP Strategy Direction</p> <p>Does CPA have a preliminary perspective on pursuing a single ERP platform versus a best-of-breed ecosystem of integrated financial tools?</p>	Please see CPA’s response to Question 6.