

RFP Questions

Finance

Approximately, how many account payable checks do you write each month? **Can range anywhere between 50 to 100.**

Do you use pre-printed or blank check stock? **Pre-Printed**

Utilities

What utilities are you billing? (i.e water, gas, trash, etc.) **Water, Wastewater, Trash**

How many utility clerks collecting money do you have? **3**

What is your current version and release of your Neptune System? **5.6.181019 and 5.6.180925**

Account Receivables

How many AR clients do you bill? **Approximately 3,500**

Payroll/HR

For Time Keeping, do you utilize a Time Clock System and if so with what company? **No**

Document Management

What imaging software do you currently use? **Document Management and Adobe Pro DC**

How many scanning stations do you have? Will you want to add more? **16 and no**

Business Licenses

Approximately how many Business licenses do you issue yearly? **Approximately 600**

Fixed Asset Management

Approximately how many inventory items do you currently have? **750**

Project Management

Municipal Courts

How many court system clerks collecting money do you have? **3**

On average how many court system accounts are active each month? **200 to 300**

General Questions

How many employees will be utilizing the software? **25 employees with Caselle access and 10 employees with Xpress Billpay access**

What other 3rd Party Software companies' do you currently use and for what purpose? i.e. Online Payments, Imaging, etc. **Xpress Billpay. Xpress Billpay is used for cash receipting.**

Other than just providing a list, the RFP does not include required hardware pricing. Do you want us to include require/optional hardware pricing? **Yes**

Do you have remote sites (not in City Hall) that will be accessing the system? **Yes**

Do you prefer on-site or cloud software, do you want pricing for both? **Pricing for both**