



**Ogden City Corporation**

**Request for Proposal**

**Budgeting and Capital Planning Software**

**Q & A**

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1. In addition to responding to the City's Capital planning needs, is there any interest in having vendors identify optional value add components and costing (e.g., Operating and Position budgeting)?
  - a. At this time, we are not considering looking at anything for the Operating and Position budgeting, Munis can perform those functions for us.
2. The City lists a project kickoff date no later than March 1, 2023. What is the City's anticipated go-live date?
  - a. Capital Planning – August 2023
  - b. Digital Budget Book – June 2023
3. The City states that the software should produce budget books in online (digital) and PDF formats. For clarification purposes, can you please share the links for each of the books or reports that are desired to be produced in these formats?
  - a. Example Budget Book -  
<https://ogdencity.com/DocumentCenter/View/18224/Adopted-Annual-Budget-FY-2021-2022>
  - b. Example CIP Book -  
<https://ogdencity.com/DocumentCenter/View/20374/FY2023-2027-Adopted-CIP-Book>
4. We acknowledge the 25-page limit for this proposal. Can the City please confirm if our Sample Contract/Terms and Conditions will be counted as part of this page limit?
  - a. The sample contract terms and conditions will NOT be counted as part of the 25-page limit.

## ***Purchasing Division***

5. User types and quantities?

User Type	Quantity
System Administrators (Typically, non-IT personnel responsible for managing the application and the users.)	3
Read/write	50
Read only	Unlimited, as the digital budget book would be available to anyone on the internet.

6. The RFP advertises, “The software provider should be able to begin implementation no later than March 1, 2023. The software provider should be able to begin implementation no later than March 1, 2023.” When would the City of Ogden like to go live with the software solution? July 1, 2023 or sooner?

- a. Capital Planning – August 2023
- b. Digital Budget Book – June 2023

7. Has the City of Ogden participated in any specific software solution demonstrations? If so, what product demonstrations for budgeting and capital planning software has the City of Ogden reviewed?

- a. ClearGov, OpenGov, and Questica