



ERP RFP

Item #12 for January 23, 2024
Board of Supervisors Meeting

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Define ERP (called CAPS+)



- Enterprise Resource Planning (ERP) – an accounting software system that helps the County to run our critical business needs including automation and processes in finance, human resources, grants, payroll, procurement, and more.
- All County financial transactions (over 750,000) currently processed through CAPS+

ERP Functions



Vendor Payments



ACFR, Budget, Grants



HR/Payroll



Accounting, Procurement, General Ledger

RFP - Software as a Service (SaaS)



Current Accounting System – 30 years ago



New Technology ► New Process?



Why ERP RFP?



- Intueor consultant report
 - implemented version of CAPS+ meets 60%-ish of County's requirements
 - Recommended RPF
- Old architecture
- Major vendors are phasing out support for server-based systems
- Modernize processes to meet growing needs
- Want competition for
 - Best solution
 - Competitive price
- Efficiency

RFP History



- 24 month process commencing with outside consultant's assessment
- New to government - limited County experience in both SaaS ERP & SaaS RFP (similar to other government agencies)
- Collaboration with Government Finance Officers Association (GFOA), A-C staff

Scope of ERP RFP



Essential
scope needed to
modernize
to new scalable SaaS ERP

ERP Scope (Attachment C)



County of Orange

Finance / General Ledger

- Accounts Payable
- Accounts Receivable
- Cash Management
- Fixed Asset Management
- Project / Portfolio Management
- Strategic Planning
- Grants Management
- System Governance
- Cost Accounting
- Technical Accounting
- Period End Reporting & Close
- Year End Processes
- Travel and Expense

Procurement

- Training Management
- Supplier / Vendor Management
- Bidding
- Requisitioning
- Contract Management
- Funding Source Management
- Petty Cash
- Inventory Management

Finance General Ledger

Procurement

Human Resources Payroll

Budget

Budget

- Budget Forecasting and Strategic Planning
- Budget Development
- Budget Management and Monitoring
- Budget Integration
- Budget Reporting
- Capital Budget Planning and Forecasting
- Salary and Benefits Forecasting
- Security and Workflow
- System Administration

Human Resources Management

- Talent Acquisition¹
- Personnel Management
- Workforce Shaping / Administration
- Compensation Administration
- Benefits Administration¹
- Learning / Performance Management System¹
- Employee / Manager Self-Service
- Workforce Insights

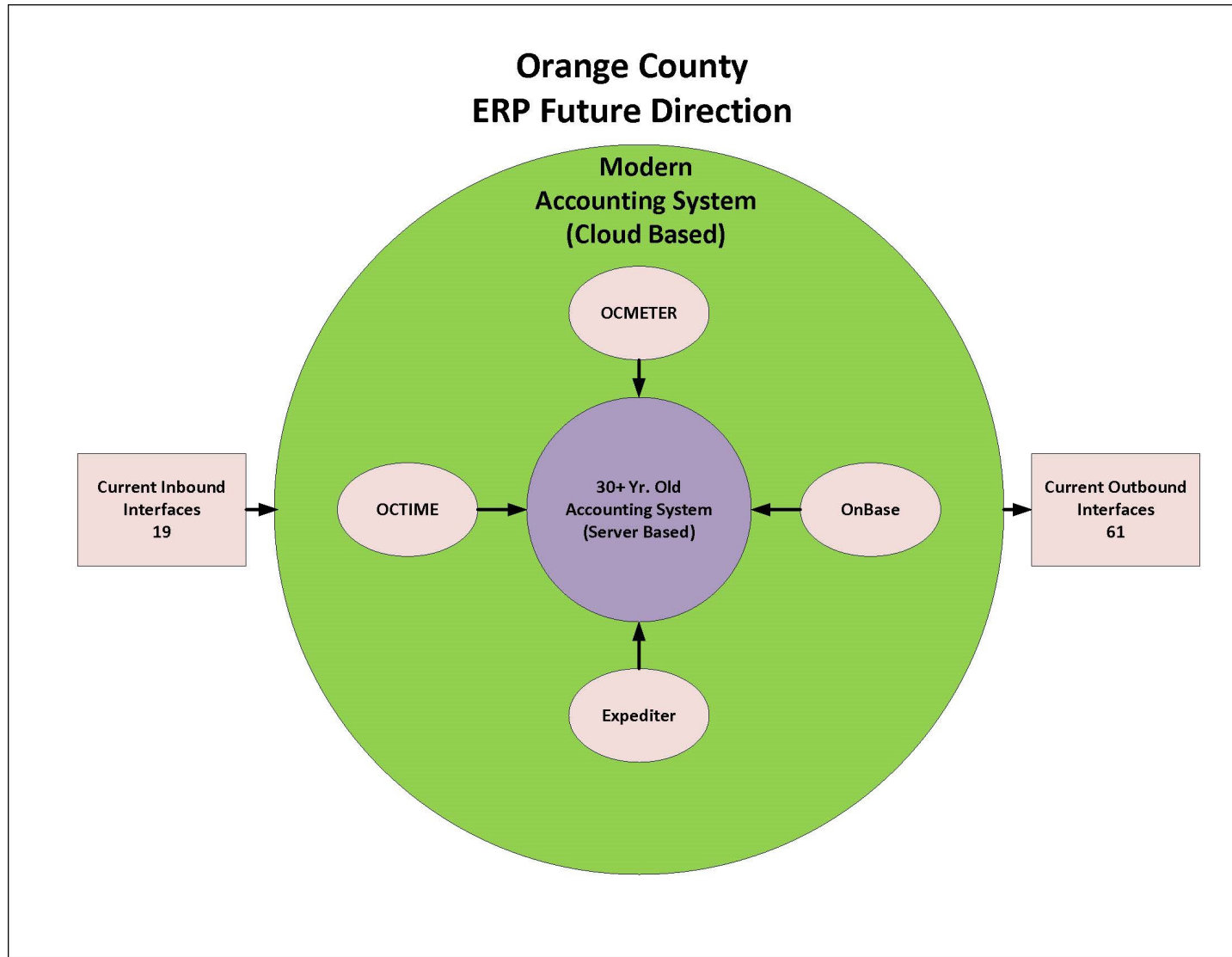
Payroll

- Time Management
- Leave Management
- Deduction Management
- Retirement Processing
- Payroll Accounting Management
- Year End Processes

Technology Solutions

- SaaS System
- Security
- Workflow
- Network / Infrastructure
- Intuitive User Interface
- Integration Capability
- Mobile Capability
- Reporting & Analytics
- Year End Processes
- Internal Controls and Other Processes

ERP: old vs. new



ERP RFP



Questions