



**Request for Proposal
Bidder Questions / VCE Answers**

**RFP NO.: 2026-VCE-ERP
Proposals Due: (Fri.) 9/11/26 by 4 pm (PDT)
Posted: Friday, September 4, 2026**

Question #	Question	Answer
1	Is there a different pdf or document I need to access for the functional requirements section	There is not a standard functional requirements document developed. Existing systems and functions are described in the document and expected to be replaced. We are looking for all functions for a Utility operations to be provided under one platform. That said, we work with major partners. Sacramento Municipal Utility District (SMUD) performs utility billing services and customer relationship services using information provided by Pacific Gas & Electric (PG&E) for consolidated billing services. VCE's charges are presented on a PG&E bill. The Energy Authority (TEA) provide portfolio management services for energy trades, scheduling, and load settlement with CIASO. We will look to automation of these activities through data files for accounting and dashboards Phase 3 & Phase 4.
2	Implementation schedule: Phase 2 is identified as beginning in "Q1 of 2026." Should this read Q1 of 2027, or does VCE anticipate a different timeline?	Typo - Q1 of 2027. These are proposed timelines.
3	January 2027 go-live: Is January 11, 2027 a mandatory contractual deadline or a target that may be revised based on discovery, data readiness, integration complexity and implementation risk?	Please suggest alternatives if necessary, but preserving the ability to transition our calendar year financials starting in 2027.
4	Payroll scope: Does VCE intend to replace Paychex with the proposed ERP payroll module, or should the ERP integrate with Paychex while retaining Paychex for payroll processing?	Yes. VCE would like to replace our other platforms. We have a total of 8 full-time and a few part-time employees throughout the year.
5	System separation: Does VCE intend to fully transition its General Ledger, Accounts Payable and financial reporting away from Yolo County's Infor environment, or will certain accounting services remain with Yolo County?	Yes. VCE would like to replace our other platforms and no longer be reliant on the County of Yolo for ERP support.
6	Required Phase 1 integrations: Please identify the integrations that are mandatory for the January 2027 go-live, including Yolo County Infor, Paychex, banking platforms, PG&E, SMUD and The Energy Authority.	General Ledger, Accounts Payable, Payroll, financial reporting, audit controls, security, and required integrations. Sacramento Municipal Utility District (SMUD) performs utility billing services and customer relationship services using information provided by Pacific Gas & Electric (PG&E) for consolidated billing services. VCE's charges are presented on a PG&E bill. The Energy Authority (TEA) provide portfolio management services for energy trades, scheduling, and load settlement with CIASO. We will look to automation of these activities through data files for accounting and dashboards Phase 3 & Phase 4.
7	Integration methods: What APIs, file formats, transfer mechanisms, technical documentation and testing environments are currently available for each required external system?	We currently do not have any integrations directly into INFO. SMUD and TEA may rely on these as part of their support functions. PG&E does transmit utility files daily for billing and load settlement to SMUD.



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8	Historical data migration: How many years of General Ledger, Accounts Payable, vendor, payroll, budget and reporting history must be migrated? Please provide approximate transaction volumes and data formats.	We currently have financial information in Infor for Years 2018 to 2026. 2026 will be subject to audit and adjusting entries. Data file types will be developed during implementation as we coordinate with the county. They are currently working in the Cloud suite environment. We would recommend three years.
9	Software and implementation contracting: May an ERP software publisher and implementation partner submit a combined proposal, with the publisher contracting directly for software subscriptions and the implementation partner contracting for professional services?	Yes.
10	Public-sector licensing: Will VCE accept a proposal in which SAP licenses are purchased directly from SAP or another authorized public-sector reseller, while the proposer provides implementation, integration and support services?	Yes.
11	Budget: Has VCE established an approved budget or not-to-exceed amount for Phase 1, software subscriptions and the subsequent three-year contract?	We have a preliminary implementation budget approved for 2026 of \$450,000. We will evaluate proposals, including ongoing subscription costs, for adoption in our 2027 budget.
12	Future phases: Should proposers provide binding prices for Phases 2-4, or indicative estimates subject to validation after Phase 1 discovery?	Indicative estimates are acceptable and should be described as such. Known scopes or consulting rates can be proposed for comparison of ongoing implementations.
13	Reference requirements: Will VCE accept comparable energy, utility or regulated-industry ERP references where the proposer served as implementation subcontractor or delivery partner? Must all three references be current clients, or may they be completed projects from within the past five years?	Yes. No. Past clients are fine.
14	Joint proposals: May a prime contractor rely upon the qualifications and references of named subcontractors or the ERP software publisher to satisfy the experience requirements?	Yes.
15	Business license: Which specific local business license is required, and may the selected contractor obtain it after notice of award but before commencement?	This would be the responsibility of the bidder to understand their applicable business license requirements. Yes. This can be obtained after award. We will be doing this implementation remotely, but may have some impersonal consultations given the limited timeline for implementation.
16	Cyber insurance: Will VCE consider reducing the \$5 million privacy and cybersecurity liability requirement to \$2 million, or accepting a combination of primary and umbrella coverage?	Any contract deviation would be considered as part of the total comparison. We are generally looking for a long-term mutual partnership and the success of all parties.



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17	Confidentiality: May proposers submit a separate confidential pricing and proprietary-information volume to facilitate treatment under the California Public Records Act?	We review CPRA information for redactions, considering confidential and proprietary portions as part of the request.
18	Demonstration: What business scenarios, datasets and functional areas will shortlisted proposers be expected to demonstrate during the week of September 21?	We will be looking to get an overview of the functionality and intuitive user experience for users to understand the full potential of the system's capabilities. We can ask for additional detailed interviews where additional due diligence is needed. Given our limited staff and need for support, we will be looking at system lifespans as well.
19	RFP corrections: Please confirm that the references to "Marketing consultant" in Submittal Requirement 6 are drafting errors and should refer to the ERP contractor.	Yes. This should be ERP.
20	Agreement redlines: Is VCE willing to negotiate reasonable limitations of liability, exclusion of indirect and consequential damages, intellectual-property ownership exceptions for pre-existing materials, and revised indemnification provisions?	Any contract deviation would be considered as part of the total comparison. We are generally looking for a long-term mutual partnership and the success of all parties.
21	Proposal receipt: Does emailing the signed PDF to the stated procurement address constitute complete submission, with no separate vendor registration, portal upload or prequalification required?	Yes.
22	Is there a word count or a limit to the number of addendums that can be included in a response?	No.
23	What is the budget for this project?	We have a preliminary implementation budget approved for 2026 of \$450,000. We will evaluate proposals, including ongoing subscription costs, for adoption in our 2027 budget.
24	Have there been any demonstrations performed by vendors prior to the RFP? If so, by which vendors?	No.
25	How many legal entities will be included in the NetSuite environment?	One (VCE).
26	Approximately how many users will need access to the system?	10 to 15 on an annual basis.
27	Do you anticipate any inventory requirements? If so, how many items will need to be tracked?	None.
28	Approximately how many projects do you manage annually?	10 community program activities. This should be scaleable should the organization grow.



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29	Would you like us to demonstrate the capabilities across all four phases during the week of September 21?	We will be looking to get an overview of the functionality and intuitive user experience for users to understand the full potential of the system's capabilities. We can ask for additional detailed interviews where additional due diligence is needed. Given our limited staff and need for support, we will be looking at system lifespans as well.
30	Would you prefer pricing broken out by phase, or a single total price for all four phases?	Broken out by phases would be preferred considering scopes may change during implementation and based on consultants recommendation. Phases are proposed and subject to change as needed.
31	Will data need to be migrated from Infor to the new ERP? If so, how much historical data should be retained?	We currently have financial information in Infor for Years 2018 to 2026. 2026 will be subject to audit and adjusting entries. Data file types will be developed during implementation as we coordinate with the county. They are currently working in the Cloud suite environment. We would recommend three years.
32	Are you planning to replace Paychex as part of this initiative?	Yes.
33	What other systems will need to integrate with NetSuite?	Other data sources for data analytics and possible automation of accounting. PG&E, SMUD, and TEA will be evaluated for potential sources.
34	Can you share representative documents or files received from PG&E, SMUD, and TEA?	This includes customer level data and can not be shared at this time.
35	Will information from PG&E, SMUD, and TEA be imported into NetSuite via CSV, or do you anticipate other integration methods?	A majority of the data files available will be CSV.
36	Approximately how many vendors do you support?	We have core vendors under power purchase agreements (8), consultants (15), and administrative (15).
37	How many vendor bills do you process annually?	We process less than 100 payments a month.
38	What is the estimated annual transaction volume within the ERP?	We process about 20 journals monthly, including payroll and banking.
39	What additional transaction volume will flow into NetSuite from external systems or partners, including PG&E, SMUD, and TEA?	We would expect this to be done with a single daily file from each partner.
40	Would you like to review NetSuite Expense Management capabilities?	Demonstrations should include an overview (see other answer).
41	Approximately how many expense reports are submitted annually?	25
42	How many employees will be supported through Payroll and HR?	8 fulltime and several part-time
43	Are there union, prevailing-wage, or certified-payroll requirements?	None at this time.
44	What overtime rules or calculations need to be supported?	Our fulltime employees are salaried.
45	How many internal team members can be dedicated to the implementation?	We will arrange support staff as requested to support implementation and testing.
46	How important is AI to your current strategy and future operating model?	We are a forward looking organization and look for effective use of technologies with data protection and consumer privacy as priority.



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47	The RFP references billing analytics and utility-related data. Can VCE clarify whether utility billing/customer billing functionality is in scope, or if the expectation is limited to reporting, analytics, and integration with existing billing systems that would feed into ERP?	SMUD will continue to provide billing and customer relationship services. If the system can provide this, please highlight this capability as a potential growth opportunity. That said, we are not currently exploring integrating this capability.
48	If the current utility billing system will remain in place, what is that system? If more than one, please specific.	SMUD currently uses an in-house-developed platform for billing and Salesforce for CRM.
49	Is VCE seeking recommendations on ERP platform selection as part of this engagement, or does VCE have a preferred shortlist of ERP solutions already identified?	We are looking for recommendation fit for our business needs and have no preference.
50	Can VCE provide additional detail on the required integrations for Phase 1 versus future phases, including which systems are considered mandatory for go-live?	We are looking for essential functions for business continuity and audits. General Ledger, Accounts Payable, Payroll, financial reporting, audit controls, security, and required integrations are priority.
51	Is there a specific integration platform that is preferred or required to be used?	No preference.
52	With the noted lean staff of VCE, what level of resource commitment from VCE staff is the organization prepared to support? Are the following activities something VCE staff can support, or would they prefer to lead? Data migration, testing and training?	We have dedicated staff identified for testing different functionality.
53	Will VCE provide a full-time or part-time project manager to support the implementation?	We will assign resources as requested and needed to meet the timelines proposed.
54	For the future-state analytics capabilities described in the RFP, does VCE expect native ERP dashboards and reporting, or is a broader enterprise reporting/analytics solution anticipated?	We are anticipating that the majority of the data analytics will focus on financial actuals and forecasting. Additional analytics will cover customer demographics and programs.
55	Are implementation and support resources required to work onsite, or will VCE permit remote delivery? If remote delivery is permitted, are offshore resources allowed for implementation and/or ongoing support, and are there restrictions on offshore access to VCE systems or data? Please also identify activities for which VCE expects onsite presence, if any.	We will be doing this implementation remotely, but may have some impersonal consultations given the limited timeline for implementation. Please include any proposed solutions for consideration that support the best outcomes.
56	Are proposers expected to complete and submit Exhibit B – Schedule of Performance and Exhibit C – Compensation with their proposal, or will these exhibits be finalized during contract negotiations with the selected proposer? If Exhibit C must be submitted, should its task-based budget and personnel/hourly-rate tables be used as the required pricing format?	We will evaluate proposals based in proposed task budgets and consulting rates.



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57	Are proposers required to submit proof/certificates of insurance demonstrating compliance with Exhibit D with the proposal, or is proof required only from the selected proposer prior to contract execution/Notice to Proceed? Please also confirm whether the stated \$5 million Privacy and Cybersecurity Liability requirement will apply to this ERP engagement.	Only prior to contracting. If proposer has exceptions for any insurance requirements, they should include those exceptions in their submission.
58	Are there any specific assumptions, contractual exceptions/redlines, optional services, or other information VCE would like proposers to separately identify to facilitate evaluation and comparison of proposals?	None.
59	Beyond the stated requirement for a cloud-based ERP, does VCE have preferred/required cloud providers, data residency requirements, cybersecurity standards, SSO/MFA requirements, identity-management integrations, backup/disaster recovery requirements, retention requirements, or other technical/security standards?	None.
60	Can VCE confirm the intended timeline for Phases 2, 3, and 4, including clarification of the Phase 2 reference to "Q1 of 2026," (page 5 of the RFP) and identify any major business or technology initiatives planned over the next three to five years that proposers should consider in the ERP roadmap?	This is proposed for 2027. 2026 was a clerical error.
61	Can VCE confirm the required pricing format and level of detail? Specifically, should proposers provide fixed-fee and/or time-and-materials pricing by phase, module, deliverable, and resource, along with software licensing/subscription, implementation, data migration, integrations, training, travel, ongoing support/maintenance, hourly rates, and optional services?	This can be proposed with a mix of rates based on proposed implementation and engagement.
62	Can VCE identify its highest-priority executive dashboards, KPIs, financial/operational reports, forecasting requirements, and analytical use cases, including expectations for PG&E, SMUD, TEA, utility billing, power portfolio, financial, grant, and customer program data?	We are anticipating that the majority of the data analytics will focus on financial actuals and forecasting. Additional analytics will cover customer demographics and programs.



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63	Can VCE provide additional details regarding its current IT/system landscape and desired future-state (To-Be) architecture, including applications, databases, reporting/analytics tools, identity-management systems, financial systems, and other platforms expected to remain, be replaced, or integrate with the proposed ERP?	The current ERP system would remain available subject to the County of Yolo requirements.
64	Can VCE provide details regarding existing and anticipated integrations, interfaces, customizations, reports, workflows, and business rules involving Yolo County/Infor, PG&E, SMUD, The Energy Authority (TEA), Paychex, banking systems, and other third-party applications/data sources, including available integration methods such as APIs, SFTP, files, or other mechanisms?	We do not currently have any integrations directly into the ERP.
65	Does VCE intend to select a single prime contractor responsible for ERP software, implementation, integrations, migration, training, and support, or will VCE consider separate software and implementation providers and/or multiple vendors?	We understand that consultants for implementation and support may be separate from software agreements.
66	Does VCE provide any preference or evaluation consideration to local California vendors or firms located within VCE's service territory? Additionally, what specific California or local business license is required, and must it be held at proposal submission or may the selected contractor obtain it prior to contract commencement?	We prefer local, but understand that may limit our support and expertise.
67	For shortlisted firms, can VCE provide additional information regarding the anticipated software demonstration/interview, including expected scenarios, functional areas, participants, duration, and whether VCE expects demonstration of a configured solution using VCE-specific scenarios or standard product functionality?	We will be looking to get an overview of the functionality and intuitive user experience for users to understand the full potential of the system's capabilities. We can ask for additional detailed interviews where additional due diligence is needed. Given our limited staff and need for support, we will be looking at system lifespans as well.
68	Has VCE already selected or established a preference for any ERP software/platform, or should proposers recommend the ERP platform they believe best meets VCE's requirements? Is VCE completely platform-neutral for this procurement?	None at this time.



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69	Is the January 11, 2027 Phase 1 go-live date a firm requirement? Given the compressed implementation schedule, can VCE identify which functionality, integrations, migration activities, reports, and other capabilities are mandatory for Phase 1 go-live versus those that may be deferred or proposed for a subsequent phase?	We are looking for essential functions for business continuity and audits. General Ledger, Accounts Payable, Payroll, financial reporting, audit controls, security, and required integrations are priority.
70	Is this a new procurement, or are there incumbent ERP, implementation, financial-system support, integration, analytics, or related service providers? If incumbents exist, can VCE identify them and provide any publicly available existing/past contracts, scopes, and contract values? What factors are driving VCE to evaluate a new solution provider?	New procurement. We are currently using the County of Yolo's ERP Infor system as the system of record. We are looking to operated independently.
71	Our company is certified as a Minority Business Enterprise (MBE) through NMSDC. Will this certification satisfy or receive consideration under VCE's supplier-diversity requirements, or is CPUC Supplier Clearinghouse/GO 156 certification required? Are there any minimum participation requirements or evaluation preferences for DBE/MBE/WBE/DVBE/LGBTBE or other diverse businesses?	MBE is helpful. CPUC GO156 is also helpful. No minimum.
72	Should pricing for Phases 2, 3, and 4 be submitted as firm/fixed pricing or budgetary/estimated/optional pricing? Given the approximately three-year initial contract with two optional two-year extensions, should software subscription, maintenance, and support pricing be provided for the entire potential seven-year period, including permitted annual escalations?	Budgetary and estimated is acceptable with subject consulting or change orders to be evaluated.
73	Since Payroll is included in Phase 1, HR is included in Phase 2, and VCE currently uses Paychex, does VCE intend to replace Paychex payroll functionality, integrate the new ERP with Paychex, or would VCE like proposers to recommend the preferred future-state approach?	Yes. We will replace Paychex. Please propose changes to integration phases to be considered.
74	The Phase 1 Key Deliverables identify "Optional: Integration with Required Financial and Third-Party Data Sources." Can VCE clarify which integrations are required for Phase 1 and which should be proposed as optional or future-phase items?	This can be established during implementation, considering the level of effort and impact on core functions. One option could be to integrate banking transactions immediately or at a later date.



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75	The RFP requires resumes of consultants providing 50% or more of the VCE Scope of Work. Does VCE require named/committed resources at proposal submission, or may proposers provide representative/sample profiles for roles that will be finalized following award? For other proposed resources, are brief profile summaries sufficient?	Sample profiles are acceptable. Brief summaries are sufficient.
76	The RFP states that VCE currently relies on Yolo County's Infor ERP for General Ledger, Accounts Payable, financial reporting, and related accounting services. Can VCE describe which processes are currently performed by VCE, Yolo County, and other service providers, as well as the current IT/financial systems support team structure?	AP and GL are the primary items in Infor functionality today that we perform. No integrations. Data is compiled and entered for record-keeping and financial statements. A majority of our workflow is currently manual.
77	What are the primary business drivers for issuing this RFP, and what are the most important business outcomes and success criteria VCE expects from the ERP implementation?	Business functionality and business intelligence.
78	What historical data does VCE expect to migrate into the new ERP, including the number of years of history, approximate data volumes, source systems, master data, Chart of Accounts, vendors, transactions, budgets, projects/programs, and other relevant datasets?	We recommend three years of data migration.
79	What level of participation and availability should proposers assume from VCE personnel and third-party partners during discovery, requirements validation, data extraction/migration, integration development, UAT, training, go-live, and hyper care?	We will assign resources as requested and needed to meet the timelines proposed.
80	Please confirm whether Phase 1 requires replacement of both Yolo County's Infor-based General Ledger and Accounts Payable services and VCE's Paychex payroll platform, or whether payroll and any other functions may remain in their current systems through supported integrations.	We prefer to replace both.
81	For each anticipated Phase 1 source or target system-including Infor, Paychex, PG&E, SMUD, and The Energy Authority-please identify the required interfaces, available APIs or file formats, expected exchange frequency, approximate transaction volumes, historical data to be migrated, and the party responsible for providing source-system access.	We currently have no integrations.



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82	The RFP lists Phase 2 for Q1 2026, while the RFP is issued in August 2026 and Phase 1 goes live in January 2027. Please provide the corrected Phase 2 target date and clarify whether pricing for Phases 2-4 will be evaluated as committed scope, optional scope, or indicative future pricing.	Phase 2 though 4 are scheduled for 2027. Indicative with consulting rates is acceptable.
83	Please identify the mandatory hosting, security, privacy, audit, business-continuity, and support requirements, including any required certifications, SSO protocol, data-residency restrictions, encryption standards, log-retention period, RTO/RPO, uptime SLA, and severity-based support response times.	No mandatory items. Systems will be established based on recommendations made by consultant.
84	Please confirm that the ownership provisions apply to VCE data and project-specific deliverables but do not transfer ownership of a vendor's pre-existing SaaS platform, source code, reusable components, documentation, configurations, or underlying intellectual property, and that standard SaaS subscription terms may be incorporated into the final agreement.	Standard SaaS subscription terms may be incorporated into the final agreement.