

RFP 85 Microsoft Dynamics GP Replacement - Questions & Answers

#	QUESTION	ANSWER
1	Would MSRS consider extending the proposal due date, to allow responders additional time to craft a thoughtful proposal in response to this RFP?	No
2	Would there be any consideration for any other ERP's outside of Workday and NetSuite, if they fit MSRS's requirements?	No
3	Is MSRS only considering Workday and NetSuite?	Yes
4	Our company provides budgeting and capital improvement planning (CIP) software. We are reviewing RFP 85 and would appreciate clarification on whether MSRS would consider a proposal limited to budgeting and CIP functionality, with integration to the selected NetSuite or Workday ERP system.	No. MSRS would not consider CIP software.
5	We understand Section 5 requires proposals to meet all ERP Implementation Must Have requirements. Would MSRS permit a specialized vendor to submit a budgeting/CIP-only proposal for separate evaluation and award, or would that vendor need to participate under a prime contractor proposing the complete ERP implementation?	No
6	May a prime contractor include a named specialist subconsultant for post-go-live completion work, specifically unresolved exception backlog, ownership gaps, control/process issues, and verified closure after implementation?	Yes

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7	We provide NetSuite implementation services but are not an authorized reseller. May we submit a proposal for implementation with software licensing contracted directly with Oracle or an authorized reseller?	Yes
8	Are comparable commercial implementation references acceptable without previous government projects?	Yes
9	Which security certifications must belong to the implementation firm versus the software provider?	The security certification is for the software provider.
10	Can a Responder submit a proposal for implementation of only one of the two identified ERP products—Workday or NetSuite—or must each responder submit implementation proposals and pricing for both products?	Yes
11	Is the prime responder required to be an authorized or certified Workday or NetSuite implementation partner, or may the responder provide the applicable platform expertise through a subcontractor or teaming partner?	Either is fine.
12	If platform expertise is provided by a subcontractor/team member, will that firm's Workday or NetSuite implementation experience, qualifications, certifications, and references be considered in evaluating Qualifications and Experience?	Yes
13	Does MSRS expect the implementation contractor to procure/resell Workday or NetSuite licenses, or will MSRS contract separately with the selected software publisher?	MSRS would consider either option.
14	For the requirement that the ERP, be FedRAMP compliant or CSA STAR Level 2 or above, must the certification/authorization specifically cover the exact Workday or NetSuite?	Yes

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15	Reporting Must-Haves - Could you go into more detail on what is needed for an "Access Control Report"?	The ability to see who has access to various modules and activities and what they have accessed. Similar to an audit report, which shows who has done what and where.
16	MSRS ACFR 2025 - Beyond fund accounting, are there any grant-funded activities or funding sources with specific tracking, compliance, or reporting requirements that we should understand as part of our solution evaluation?	MSRS has no grants. There is State of Minnesota General fund appropriations to be tracked.
17	General Ledger Must-Haves - Can you clarify whether the requirement is for five years of transaction history to be available within the production ERP, or simply accessible for reporting, audit, and compliance purposes?	With the ERP
18	For budgeting, does MSRS require basic ERP budget controls and budget-versus-actual reporting, or a full planning solution with budget versions, forecasting, workflow-based budget submissions, staffing budgets, scenario modeling, and long-range planning?	MSRS would prefer the full planning solution.
19	How does MSRS currently manage vendor solicitations and competitive bidding processes, such as RFx events? Would those activities be expected to remain external to the new Financials solution, or be managed within the future-state platform?	We are not expecting this to be in the platform.
20	Vendor Expenditures Must-Haves - What data will need to be downloaded from the ERP, to be brought into the outside system?"	Basic payment data like vendor amount, date, and other information as required by the outside system. This will be part of discovery.
21	Capital Assets Must-Haves - Can you define the full physical inventory process for capital assets, including all supported tracking methods, execution workflows, and technical capabilities?	A full physical inventory would, at a minimum, include creating an inventory log, scanning tags or manually verifying asset location, identifying discrepancies, reconciling and dealing with variances, processing any updates through a workflow process for approval.

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22	Access Must-Haves - For the access requirement preferring Active Directory group membership or AD attributes, does MSRS require real-time AD group-based authorization inside the ERP, or is SAML SSO with role mapping and periodic user provisioning acceptable?	Yes, periodic provisioning is acceptable, assuming we can set the time or based on logged in or logged out events.
23	Monitoring/Alerting Must-Haves - For the requirement that the system store all audit logs and forward them to the central MSRS syslog system, what specific audit events, log formats, transport methods, frequency, retention requirements, and SIEM/syslog platform are required?	Preferred method would be allowing MSRS to poll a REST API to collect audit logs into our Elastic log system at a one-minute frequency. Log must be available for at least 30 days.
24	RFP Section 4.7 (Cost Detail) states that "Non-Personnel Costs must include the cost of any third-party software licenses for two years and any other costs recommended or required by the vendor to operate the solution for the duration of two years. Any other costs shall be included as a part of personnel hourly rates. "Where in Attachment C should we show the price for the main proposed software solution?"	Use Attachment C to list the Non-Personnel Costs with Description, Quantity (if applicable), Cost per item and total of Non-Personnel Costs. The final proposal cost for the main proposed software solution should be entered under the orange row that says, "Total Solution Cost"
25	RFP Section 4.7 (Cost Detail) states: "The Overall solution cost total amount will be used for the cost score whether or not the Responder has software licenses as part of their proposed solution." Can you please clarify this statement? Does it imply that proposals which include only personnel (services) costs, or only software costs, will be compared against all inclusive proposals (software + services)?	See Page 3, Step 3, on How to Submit Your Response. Each Cost Detail type is named and scored separately.
26	RFP Section 3.1 (Anticipated Contract Term) and Section 4.7 (Cost Detail) - Please clarify the initial contract term of November 16, 2026 to December 31, 2027 versus the 2 years for the solution pricing required in Section 4.7	The highest scoring responder overall solution price will be the 2-year contract amount.
27	Can MSRS provide technical and functional specifications for the internally created Pension Administration system integrations, including APIs or web services, file formats, frequency, transaction volumes, data mappings, error handling, and examples of contributions, annuity/refund payments, member cash receipts, and summary GL postings?	No, not at this time in the process.

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28	What is MSRS's preferred approach for invoice storage and retrieval, including how scanning, OCR, and document management should be handled between the ERP and external systems?	Invoices must be stored within the solution.
29	For the contracting requirements, is MSRS seeking basic supplier contract tracking tied to vendors and purchase orders, or full contract lifecycle management including authoring, redlining, clause management, approvals, amendments, renewals, obligation tracking, and executed contract repository?	MSRS is seeking full contract lifecycle management.
30	MSRS has indicated the desire for a scalable, future-proof ERP solution and integrations with existing systems. Beyond the capabilities available through standard ERP configuration and integration, are there any anticipated requirements for custom business applications, specialized user interfaces, unique workflows, constituent/vendor-facing processes, or other business functions that would require purpose-built functionality within the future-state platform?	No
31	Fixed assets A) How many assets are you tracking? B) What kinds of assets (ex. buildings, IT equipment, vehicles, etc.)? C) What depreciation method do you use (ex. straight line)? D) Do you need lease (GASB 87) or subscription (GASB 96) accounting as part of this?	A) Approximately 30 capital assets B) Building and mostly IT equipment. C) Straight line D) If possible, yes to both.
32	Banks A) Are you using any other banks besides US banks? B) How many accounts per bank? C) Do you need a bank feed?	A) No B) 1 C) No. Potentially connect to SWIFT instead.

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33	Can you please explain how you want our responses to be formatted?	MSRS does not require a specific format for the responses.
34	Inventory A) Can you please explain what you mean by needing a system with a "full physical inventory process"? What functionality are you looking for? B) Do you want barcode scanning for physical counts? (Section 2, Capital Assets #3)	A) We were talking about a full inventory of our capital and sensitive assets. This would include creating asset inventory lists, verifying assets, locating of assets, reconciling discrepancies, and work flow approval of required adjustments. B) No requirement has been set.
35	Project Management A) Is this mainly tracking budget and spend by project, or do you also want tasks and milestones in the system? About how many projects do you run a year? (Section 2, Project Management Preferred #1) B) For staffing budgets by project, do you need time tracked against projects or just budgeted? (Section 2, Budgeting Preferred #1)	A) This is rudimentary currently, are open to suggestions. B) This is rudimentary currently, are open to suggestions.
36	Planning and Budgeting A) Do you want our add-on FP&A module (NetSuite Planning & Budgeting) in phase 1? This was demoed to you earlier this year, but I didn't see this outlined in your RFP. B) Native NetSuite budgeting allows for budget vs actuals, whereas the add on FP&A tool enables the following: ○ Multiple forecasts ○ Advanced scenario modeling, predictive planning ○ Alternate hierarchies/rollups allowed across all dimensions/segments	A) Planning & Budgeting is a requirement. Would like to use a tool for the entire budget process from planning it with department heads through to final approval and potentially amended budget, with an approval process. B) MSRS has 3 budgets. Approximately fewer than 20 people.

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	○ Advanced reporting capabilities such as report book generation with single click, Microsoft Office integration ○ Workforce Planning Capabilities Which budgets are in scope (admin, building, operational)? How many people build budgets? (Section 2, Budgeting #1-4)	
37	AP Automation A) Do you want OCR invoice scanning? B) Is your AP invoice volume still 100 invoices/mo? C) How do you handle Minnesota and local tax on purchases today (use tax accruals, how many jurisdictions)? (Section 2, Vendor Expenditures #8)	A) MSRS hasn't defined the automation process. B) Yes C) We have approximately 14 different tax jurisdictions and tax is remitted via the SWIFT system.
38	General Ledger Is the 10-character GL number just the natural account, with fund and department as separate segments? (Section 2, General Ledger #8)	First two digits tell us which fund the expense is for, middle four digits are the natural account, the last two digits tell us how the expense is allocated.
39	Reporting Can you send examples of the Statement of Fiduciary Net Position, Statement of Changes in Fiduciary Net Position, Schedule of Administrative Expenses, and Access Control report? Feel free to redact or use sample data. (Section 2, Reporting #1)	Statements and examples will be provided during discovery sessions.
40	Security and Access A) For Must Have #3, are audit reports such as SOC 1 Type II, SOC 2 Type II, ISO 27001, and CSA STAR Level 1 acceptable in place of FedRAMP or CSA STAR Level 2? (Section 2, Security #3)	A) Please provide the certifications you maintain, FedRAMP or CSA STAR Level 2 are requirements but there is potential to agree to terms in the contracting process.

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	B) For audit logs, would pulling them through the API into your Logstash/Filebeat setup work instead of syslog? (Section 2, Monitoring #1 and Attachment E #11) C) What monitoring tool do you use, and what do you want alerts on? (Section 2, Monitoring #2) D) Where do you want the 30 days of success messages stored (ERP, integration tool, or your log system)? (Section 2, Monitoring #3) E) What identity provider do you use for SSO (ADFS, Entra ID, other)? Is SAML SSO with Active Directory enough for Access #1? (Section 2, Access #1-2) F) Of the Attachment E items (AD group role mapping, LDAP sync, Kerberos, auto provisioning), which are required and which are nice to have? (Attachment E #4-10)	B) Yes, pulling logs from an API would be acceptable with reasonable frequency. C) MSRS uses the Elastic Stack. General information including security and audit logs D) The ERP should have logs available for at least 30 days minimum. E) OpenText NetIQ. SAML is preferred F) All are nice to have.
41	Can a “Must Have” requirement be met through configuration, custom development, or a separately licensed third-party solution included in the proposal?	Yes
42	Will MSRS accept an alternative workflow that meets the same accounting or control objective as the process described in the RFP?	Potentially
43	Is there an approved implementation budget, annual software and support budget, or maximum two-year solution cost?	Unknown
44	Fund accounting and general ledger A) How many funds, pension plans, legal entities, and GP company databases are in scope? Which require	A) MSRS is a single entity, one EIN, with 9 pension plans. We also track the building revenues & expenses – that could be a fund or an entity, that does require separate reporting.

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	separate books, balancing, closing, or financial statements? B) Must transactions balance within each fund or plan? Are automatic due-to/due-from entries or interfund transfers required? C) Are shared administrative expenses allocated among funds, plans, or departments? D) Which accounting bases are required, and are multiple accounting presentations needed for the same activity? E) Does copying GL accounts and funds mean copying account structures, creating a new fund, or copying balances and transactions?	B) Yes. C) Yes D) MSRS uses accrual accounting. E) When creating a new GL account, we could copy a like account and the structure is copied. Balances and transactions would not be included.
45	Data migration A) Is historical conversion limited to GL detail, or does it also include AP/AR transactions, payment applications, purchase orders, contracts, budgets, asset activity, and attachments? B) Which open records must migrate at cutover, and how many are expected for AP, AR, purchase orders, contracts, and assets? C) Will MSRS provide reconciled extracts and mapping files, or is the implementer responsible for extracting and cleansing data from each retiring system? D) Will GP and other retired systems remain available for historical inquiry? For how long, and is creating a separate archive part of the implementation scope?	A) Preference is for all. B) Current fiscal year, and the amount would be calculated during discovery. C) Implementor D) No, and No.
46	Purchasing, contracts, and payments A) Which system is the source of record for vendors, purchase orders, contracts, and payment status? How should conflicting changes between systems be resolved?	A) The new ERP will be our source of record. To Be Determined (TBD) on resolving conflicting changes.

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	B) Does procurement begin with a requisition or directly with a purchase order? Is solicitation, competitive bidding, purchase-card, or receiving processes in scope? C) Are two-way or three-way matching, partial receipts, partial invoices, matching tolerances, and non-PO invoices required? D) Should insufficient budget generate a warning or prevent approval of a requisition, PO, or invoice? At which stage should this control apply? E) Does contract management include financial tracking and attachments only, or also drafting, clause management, electronic signatures, renewals, expiration alerts, and amendment approvals? F) How many active contracts exist, and can one contract cover multiple POs, funds, fiscal years, or payment schedules? G) At what point should an ERP invoice be marked paid: submission to the state system, acceptance by that system, issuance of a warrant, or another event? H) How should rejected payments, voided warrants, reissues, partial payments, and payments changed outside the ERP be reflected and reconciled? I) Are vendor onboarding, tax documentation, 1099 reporting, and payment-detail changes handled entirely by the state system, or must the new ERP support these activities?	B) Purchasing starts with a purchase request. Solicitation and competitive bidding all happens outside of the system. C) Two-way matching, partial receipts, partial invoices, matching tolerances, and non-PO invoices. D) To be determined during discovery/implementation. E) Financial tracking, attachments, expiration alerts, and amendment approvals. The drafting, clause management, signatures are handled outside of the ERP. F) Less than 50, yes contracts cross fiscal years and therefore have multiple POs. G) To be determined during discovery. H) To be determined during discovery. I) ERP needs to create a vendor; however, the tax documentation is handled by SWIFT.
47	Billing and cash receipts A) What types of invoices does MSRS issue, to whom, and at what monthly volume? Are recurring charges, credit memos, adjustments, or refunds required? B) Should the ERP maintain individual member or customer balances and invoice applications, or should certain pension activities remain summarized in the GL?	A) MSRS invoices other state agencies and members to reclaim overpayments. Credit memos, adjustments, and refunds are required. B) Individual detail must be maintained.

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	C) Which system creates and maintains the invoice against which a member receipt is applied? What identifier links the records? D) How are unapplied receipts, overpayments, partial payments, returned payments, refunds, and receipts without a matching invoice handled? E) How should detailed cash-receipt postings be distinguished from summary contribution, annuity, or refund journals to prevent duplicate posting? F) What reconciliation is required among the pension system, ERP, and state system? Who investigates and corrects differences?	C) The ERP. D) TBD during discovery. E) TBD during discovery. F) TBD during discovery.
48	Approvals, budgets, reporting, and assets A) Can MSRS provide its approval matrix by transaction type, amount, fund, and department, including delegation, escalation, and segregation-of-duties requirements? B) Do system-generated and imported transactions require approval? Must approved transactions be approved again if they are edited? C) Which budget activities require approval: initial creation, revisions, transfers between accounts or funds, or all of these? Must prior approved versions remain available? D) Beyond the standard reports listed in the RFP, how many custom reports and dashboards are required at go-live? E) Does the requirement to report on “every field” include historical field changes, deleted records, attachment contents, and complete approval histories, or current record values and specified audit fields?	A) Will be provided during discovery. B) Yes. C) TBD during discovery. D) TBD during discovery. E) Current record values with their complete approval history. F) TBD during discovery. G) TBD during discovery. H) Submitted for accounting review.

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	F) Must locked standard reports be protected from changes by administrators as well as regular users? Who can modify report definitions? G) What capitalization policies apply to internally developed software, work in progress, components, improvements, and transfers between funds? H) When a capital item is received against a PO, should an asset be created immediately or submitted for accounting review first? How should freight, tax, partial receipts, and multiple invoices be included in asset cost?	
49	Implementation and pricing A) What drives the October 1, 2027 deadline? Is a phased go-live acceptable, and is a parallel run required? B) Should implementation services be proposed as fixed price, time and materials, or time and materials with a ceiling? C) How should scope changes and delays caused by external dependencies be handled?	A) Sunset date and time allocated for implementation is what is driving the Oct 1 deadline. Parallel run is TBD. B) This is vendor choice; no requirement has been defined. See RFP page 11, Section 4 – Proposal Content, item 7 and Answer 25 above. C) Scope changes and delays caused by external dependencies would be addressed through an executed contract amendment. See Sample Contract, Page 5, Section 2, Assignment, Amendments, Waiver, and Contract Complete
50	Here is an overview of our different user types. Could you please let me know how many of each user type you'd like to start with so I can provide an accurate price range for the licensing? A) General Access ERP Users (Full ERP Users) B) Employee Center Users C) View & Approve ERP Users D) FP&A Users (For the advanced Planning & Budgeting Module- users are separate from ERP users)	A) 10 B) unknown C) ~12, TBD D) ~10
51	Attachment C Cost Proposal A) Should implementation services be proposed as fixed price, time and materials?	A) Yes B) Scope changes and delays caused by external dependencies during the contract period would be addressed through executed contract amendments.

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	B) How should scope changes and delays caused by external dependencies be handled?	
52	Current Systems & Integration Methods A) Can you share the SWIFT interface specs (file layouts, how files are sent, schedule, response files)? B) Who will build the SWIFT side of the interface, MSRS IT or the implementer? C) Do the cash receipts from other state agencies come from SWIFT too? (Section 2, Cash Receipts #4) D) For Aurora, will your team build the calls to NetSuite, and we set up the NetSuite side? E) About how many transactions come through every 30 minutes? F) Should the monthly State Board of Investments entries be added to the table below, or will those stay manual?	A) Can include link to SWIFT templates. Testing must be coordinated with SWIFT environment staff. B) Implementor will build this based on SWIFT interface templates. C) Yes. D) To be determined. E) Variable, approximately 30/day. F) Manual
53	Are you wanting us to respond to each bullet point to explain our capabilities? Or is this section just to help us create a project plan?	The evaluation of Work Plan and Approach to Implementation ties to the section 2 Summary of Scope.
54	Could you please review and comment on the technology-stack summary table?	Yes. See table below

System	Current use or notes	Keep or replace	Day 1 integration method	Please confirm or add details
Microsoft Dynamics GP	Current ERP	Replace	N/A	Replace
SWIFT	PeopleSoft-backed state system for cash activity. for purchase orders and billing	Keep	SFTP	SWIFT is basically our checkbook.

Aurora	Internal system for member contributions and certain AP activity	Keep	REST API	Keep
Microsoft Access	Contract management	Replace	N/A	Replace
Nova	Internal procurement and AP system	Replace	N/A	Unknown
Sema4	State payroll system; payroll journal entries must flow to NetSuite	Keep	CSV import of payroll journal entries Manual	Keep
Atlassian	Are you using this system?	Unrelated to ERP	No integration required?	Keep
Tableau	Are you using this system?	yes	Do you want to push NetSuite data to Tableau?	Keep, push data if possible.
Workiva	Financial reporting and disclosure	Keep	Do you want to push NetSuite data to Workiva?	Keep, push data if possible.
U.S. Bank	Banking	Keep	Native connector	Keep