

II. Scope of Services

The SSURF is seeking an ERP system which incorporates the following functions and features.

Areas of specific interest are:

- Non-Profit Fund Accounting and Financial reporting
- Grant management (pre- and post-award functions)
- Human resources information system (HRIS)

Deliverables will be a proposal outlining the recommended ERP system, a plan detailing the implementation timeline and transition from one system to the one recommended, a schedule to educate and train staff/end users, and follow up services such as help desk accessibility or on call assistance.

III.

Provide name of firm and the firm's principal place of business, and the name, email address and telephone number of the contact person. Include the proposer's federal and state taxpayer identification numbers.

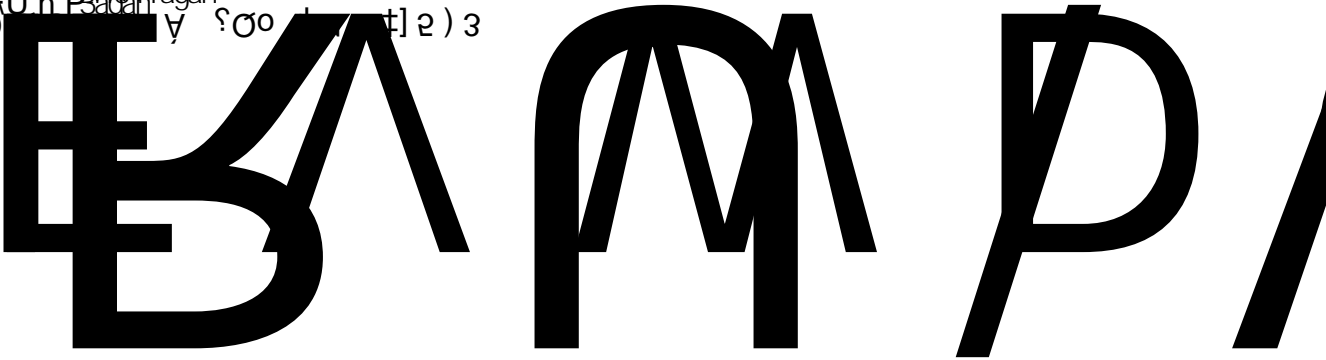
2. Description of Qualifications

Provide a brief history and description of y

IV. RFP Official Contact

The RFP official contact is Eric Hagan, Executive Assistant, whose contact information is listed below. Vendors should rely only on written statements regarding the RFP issued by Eric Hagan.

Address: Eric Hagan
H&D 10000
H&D 10000



V. Procurement Schedule

The procurement schedule for this project is as follows:

NOTE: The SJSURF reserves the right to adjust this schedule as necessary.

MILESTONE	DATE
Request for Proposal Issued	May 1, 2023
Proposal Submissions Deadline	June 30, 2023
Finalists Selected	July 28, 2023
Vendor Interviews (please reserve this date)	August 17, 2023
Vendor Selection	September 2023

conditioning the release of the documents. The SJSURF assumes no contractual obligation to enforce any exemption.

Contract Award and Execution

The SJSURF reserves the right to make an award without further discussion of the proposal submitted. Therefore, the proposal should be initially submitted on the most favorable terms the vendors can offer. It is understood that

status or any other consideration made unlawful by federal, state, or local laws. It also prohibits unlawful discrimination based on the perception that anyone has any of those characteristics, or is associated with a person who has or is perceived as having any of those characteristics.

OTHER COMPLIANCE REQUIREMENTS

In addition to nondiscrimination and affirmative action compliance requirements previously listed, the Proposer awarded a contract shall comply with federal, state and local laws, statutes and ordinances relative to the execution of the work. This requirement includes, but is not limited to, protection of public and employee safety and health; environmental protection; waste reduction and recycling; the protection of natural resources; permits; fees; taxes and similar subjects.

OWNERSHIP OF DOCUMENTS

Any reports, studies, conclusions and summaries prepared by the Proposer shall become the property of the SJSURF.

CONFIDENTIALITY OF INFORMATION

All information and data furnished to the Proposer by the SJSURF, and all other documents to which the Proposer's employees have access during the term of the contract, shall be treated as confidential to the SJSURF. Any oral or written disclosure to unauthorized individuals is prohibited.

ATTACHMENTS

ATTACHMENT A: NON-COLLUSION CERTIFICATION

The undersigned, being duly sworn, deposes and says that the person, firm, association, partnership or corporation herein named, has not either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in respect to the above named person, firm, association, partnership or corporation, or otherwise being

deposited

