



City of Sycamore Request For Proposal - Enterprise Resource Planning (ERP)

Addendum #2

February 15, 2022

3 Pages

This addendum is issued for the purpose of clarifying the intent of the contract documents and plans and also for making necessary corrections, deletions, and/or additions to the documents and plans. This addendum shall supersede any information found with the Contract Documents, Plans or previous addenda.

Each proposer shall include this document into their proposal along with entering the information and signing below.

Company

Signature of Authorized Personnel

Date

Questions/Clarifications:

1. **Clarification:** The primary purpose for this **Request for Proposal** is to replace the City's current financial management software including the GENERAL LEDGER, UTILITY BILLING AND HUMAN RESOURCES Application within the appendices.


It is the City's goal to ensure that the selected program meets the long-term goals of the City including Planning, Work Orders, and Citizen Request Management modules. The City does not anticipate implementing these modules with the initial purchase but wants to ensure they are options in the future. Please include budgetary estimates for Planning, Work Orders, and Citizen Request Management modules within your submittal.

2. **Question:** How many users will be utilizing the Planning aspect?

Answer: This will be determined in the future.

3. **Clarification:** Appendices are only available in Word Format.

4. **Clarification:** The number of Utility Accounts can be found within the Request for Proposals. Utility Bills are sent to customers every two months.
- A hard copy bill (card) is found below.
 - A sample email bill can be found on the attached page.

CITY OF SYCAMORE 475 N CROSS ST SYCAMORE IL 60178				
FROM	TO	BILLING DATE		
04/06/20	06/15/20	06/18/20		
Customer Address				
PREVIOUS READING	PRESENT READING	USAGE	SERVICE	AMOUNT
517	517	0	R REFUSE	55.30
517	517	0	S SEWER	4.54
			W WATER	3.69
			Y RADIUM	16.88
			Z M/M 5/8	2.81
<div style="border: 1px solid black; padding: 2px;"> Flood, Drainage or CRS Questions Contact the City of Sycamore 815-895-4557 </div>				
<div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 0 auto;"> Amount Due: 83.22 </div>				
<div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 0 auto;"> PENALTY DATE: 07/03/20 </div>				
<div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 0 auto;"> AMT W/ PENALTY: 83.22 </div>				
RETURN THIS STUB WITH PAYMENT				
				
Customer Billing Address				
Acct: XXXXXXXXXX				



Water Division · 475 North Cross Street · Sycamore, Illinois 60178 · 815-895-4516

Customer Info

Bill Date:
 Account:
 Service Between:
 Service Address:

Jan 31, 2022
 157 24700 00
 Nov 03, 2021 - Jan 04, 2022

Customer Info

	Previous Read	Present Read	Consumption	Charge
Infrastructure				13.80
REFUSE/GARBAGE				46.70
SEWER SERVICES	0	11	0	.00
SEWER SERVICES	1438	1440	13	58.96
WATER SERVICES	0	11	0	.00
WATER SERVICES	1438	1440	13	40.05
RADIUM REMOVAL				13.50
WATER METER MAINTENANCE				3.07

Flood, Drainage, or CRS Questions
 Contact the City of Sycamore
 815-895-4557

Due on or before
 Due After

Feb 15, 2022 176.08
 Feb 15, 2022 193.70

**** Any Past Due Balance Is Subject to Shut Off and Additional Fees for Reconnection ****

To pay your utility bill online, please click here:
www.cityofsycamore.com/public-works/utility-billing

To sign up for the direct debit program, please click here:
www.cityofsycamore.com/direct-debit-program

Flood, Drainage or CRS Questions:
 Call 815-895-4557

Customer Info

Bill Date:
 Account:
 Service Between:
 Service Address:
 Amount Due:

Jan 31, 2022
 Customer Acct Info
 Nov 03, 2021 - Jan 04, 2022
 Customer Address Info
 Feb 15, 2022 176.08

Amount Enclosed: _____

Please include your account number on your check.

Pay online or send Payment to

City of Sycamore
 Water Division
 475 North Cross Street
 Sycamore, IL 60178