

**BID/RFP ADVERTISING AUTHORIZATION FORM**

**BID/RFP No.** 1017 - Bristol ERP/Financial Management

**Advertising requested by:** Sara Hassell System

**Signature:** [Signature]

**Source of Funding:**

Approved by Town Council (Date) \_\_\_\_\_

Regular Budget (Line Item Number) \_\_\_\_\_

Special Appropriation Request from budget workshop

Grant (Source) \_\_\_\_\_

Other \_\_\_\_\_

Authorization to proceed with the advertising requirements for the above-described Bid/RFP is hereby granted.

[Signature]  
Steven Contente, Town Administrator

[Signature]  
Sara Hassell, Town Treasurer

6-20-23  
Date

6-20-23  
Date

**Brief Narrative of Project:**

Conversion of existing accounting and budget  
software.

Pre-Bid Meeting date, time, location (if applicable) NIA

Is the pre-bid meeting mandatory (if applicable) NIA

Question submission deadline date and contact information (if applicable) \_\_\_\_\_

<b>TOWN COUNCIL</b>
<b>JUL 12 2023</b>
<b>MEETING</b>

**TOWN OF BRISTOL  
REQUEST FOR PROPOSALS  
RFP No. 1017**

Sealed Bids will be received until 12 noon on July 12, 2023, for the following:

**BRISTOL ERP/FINANCIAL MANAGEMENT SYSTEM**

**RFP #1017**

BIDS WILL BE OPENED AT 12 NOON AT THE BRISTOL TOWN HALL, 10 COURT STREET ON July 12, 2023, FOR THE TOWN COUNCIL MEETING OF July 12, 2023

The Town of Bristol (Town) is issuing this Request for Proposals (RFP) for the purchase and implementation of a modern, integrated Enterprise Resource Planning (ERP) system. Specifically, the Town is seeking an ERP solution in the areas of General Ledger, Accounts Payable, Budget, Requisitions, Fixed Assets, Grants/Project Management, and Financial/Budget Transparency.

Specifications may be obtained and bids MUST be filed at the Office of the Town Clerk, 10 Court Street, Bristol, RI 02809. Specifications are available for download at <https://www.bidnetdirect.com/rhode-island/bristolri> by registering and/or logging in as a vendor.

Proposals (one original marked "MASTER" and one copy) must be submitted in a sealed envelope and must be clearly marked on the outside, "**RFP #1017 – Bristol ERP/Financial Management System**" and addressed to the Town Clerk's Office, Town Hall, 10 Court Street, Bristol, RI 02809. Sealed bids will be received until 12 noon on July 12, 2023

Individuals requesting interpreter services for the hearing impaired must notify the Town Clerk's Office (401) 253-7000 three business days prior to the bid opening.

The Town reserves all rights to reject any and all bids, or any part thereof, or to go on the open market when it is deemed in the best interest of the Town.

MELISSA CORDEIRO  
TOWN CLERK

June 29 & July 6, 2023

## **LEGAL NOTICE**

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