City of Mercer Island
List of Functional and Technical Requirements

Potential Interfaces
A list of potential information exchanges for the future software environment has been developed and presented in this tab. In several instances, integration/interfacing/data transfer items presented in this list may not be required if the proposed software system can provide needed functionality. Conversely intended replacements of existing third-party systems may be adjusted if functionality in the future selected system is not adequate. As a result, the following list of potential interfaces for vendors to respond to so that the future applications environment may be considered. The types of information exchanges are:

Interface	Integration	Data transfer/exchange
Also known as a bridge, an interface is where two or more separate software products communicate under limited capacity. An interface will often use a standard file format such as XML to move information from one system to another. Some interfaces are separate programs that can be configured and deployed with a range of systems (e.g. Microsoft BizTalk). Examples of common Interface mechanisms include Application Program Interface (API) and web services.	A system where the different products or modules are tightly connected to function as one solution. In an integration, the systems share the same code and database.	A specialized interface where data is extracted from one application, usually as a data export using a specified file format, and placed in a specified location, such as a folder on a shared network drive. Another application retrieves the file, reads and imports the data. The file transfer process between the applications can be manual or automated using a scheduler to direct the applications when to export or import the data. The transfer process may be scheduled to occur as needed.

The ways in which the proposed system, and the systems identified below, may interact in terms of passing information back and forth, are as follows:

SEND: The Selected system will only need to SEND data to the third party application.
RECEIVE: The Selected system will only need to RECEIVE date from the third party application.
BOTH: The Selected system will need to both SEND and RECEIVE information to/from the third party application.

Req #	System/Interface	Vendor	Version	Type of Integration	Reason for Integration	Criticality	Vendor Response	Vendor Comments	Method of Integration (API, XML, HTTP, file import/export routine, etc.)	Included in scope of proposal?
INT.1	Payroll Interface	NeoGov		RECEIVE	**Receive:** The new ERP system should receive payroll information from the payroll/HRIS system for purposes of updating the GL. The ERP system should receive Deduction/Benefit/Accrual information from the payroll system for purposes of creating payments to third parties through Accounts Payable.	Critical	Standard - Interface/API	Can leverage GL and AP API Toolkit to establish interface to Munis GL and AP. Some imports and exports may work as well out of the box.	Standard - Interface/API	Yes
INT.2	Position Budget Interface	NeoGov		RECEIVE	The new ERP system should receive position/employee budgeting data to be viewed in the budget module. This data should include but is not limited to: position budget data, employee budget data, open position budget information, and overtime calculations.	Desired	Standard - File Import	Position, Benefit and Salary detail with drill down capability to the employee level would require Munis HCM, (not proposed). However, salary and benefit totals could be imported without drill down capability directly into the budget. Assumes use of compatible import format	File Import Into Selected System	Yes
INT.3	User Authentication	Microsoft Active Directory (Azure AD O365)	v2016	BOTH	**Send:** The ERP system should send new user information to update AD in real-time including certain demographic and reporting structure information. **Receive:** The ERP system should receive authenticated user information and email addresses in real-time.	Critical	Standard - File Import/Export		Standard - Interface/API	Yes
INT.4	Parks and recreation management software	Perfect Mind		BOTH	**Receive:** The ERP system should receive payment information. The ERP system should receive payment refund information for processing a refund check though Accounts Payable. **Send:** The ERP system should send check refund information to Perfect Mind for processing and updating customer accounts.	Critical	Standard - File Import/Export	Assumes use of compatible import and export formats	File Export and Import from selected system	Yes
INT.5	Purchase Cards (p-cards)	US BANK		RECEIVE	**Receive:** The future ERP system will need to receive p-card transaction details.	Critical	Standard - File Import	Assumes use of compatible import format	File Import Into Selected System	Yes
INT.6	Positive Pay	Key Bank		SEND	**Send:** The future ERP system needs to send a positive file to Key Bank.	Critical	Standard - File Export	Assumes use of compatible export format	File Export from Selected System	Yes
INT.7	Productivity Tools	Microsoft		BOTH	**Send:** The ERP system should have the ability to integrate with MS Word, MS Excel, and Access. **Receive:** Microsoft applications (MS Word, MS Excel, and Access) should have the ability to integrate with the ERP system.	Critical	Standard - Interface/API	Word and Excel where applicable	Standard - Interface/API	Yes
INT.8	Document management	Laserfiche		BOTH	**Send:** The ERP system should send documents to Laserfiche. **Receive:** The ERP system should receive documents from Laserfiche.	Desired	Not Proposed	Proposing Tyler Content Manager		Yes
INT.9	Document management	OnBase		BOTH	**Send:** The ERP system should send documents to Onbase. **Receive:** The ERP system should receive documents from Onbase.	Desired	Not Proposed	Proposing Tyler Content Manager		Yes

INT.10	Community Development Software	TRAKit		BOTH	**Receive:** The ERP system should receive payment information. The ERP system should receive payment refund information for processing a refund check though Accounts Payable. **Send:** The ERP system should send check refund information to TRAKit for processing and updating customer accounts.	**Critical**	Standard - Interface/API	Via Munis GL and AP API Toolkit included with Munis API Toolkit Bundle, assuming standard GL and AP integration needs. Some imports and exports may work as well out of the box.	Standard - Interface/API	Yes
INT.11	Asset Management	Cityworks		BOTH	**Receive:** The ERP system should receive updated asset information from Cityworks including new assets to be recorded and perform accounting functions (e.g. depreciation). **Send:** The ERP system should send all annual financial information (e.g. depreciation, disposal, etc) to update the records in Cityworks.	**Critical**	Standard - Interface/API	Via Munis Capital Asset API Toolkit included with Munis API Toolkit Bundle, assuming standard Capital Asset integration needs. Some imports and exports may work as well out of the box.	Standard - Interface/API	Yes
INT.12	Check Reconciliation Bank Interface	Key Bank		RECEIVE	**Receive:** The ERP system should receive a file provided on a city specified time for checks that have cleared the bank.	**Critical**	Standard - File Import	Assumes use of compatible import format	File Import Into Selected System	Yes
INT.13	Bank Reconciliation	Key Bank		RECEIVE	**Receive:** The ERP system should received a bank specified BAI file to assist with automating the monthly bank reconciliation.	**Critical**	Standard - File Import	Assumes use of compatible import format	File Import Into Selected System	Yes
INT.14	Payment Processing	InvoiceCloud		BOTH	**Send:** The ERP system should be able to send customer information to InvoiceCloud. **Receive:** The ERP system should be able to receive payment information from InvoiceCloud.	**Critical**	Standard - Interface/API	Via Munis AR API Toolkit included with Munis API Toolkit Bundle, assuming standard AR integration needs. Some imports and exports may work as well out of the box.	Standard - Interface/API	Yes
INT.15	Point of sale	Keystroke		RECEIVE	**Receive:** The ERP system should be able to receive all payment entries from the Keystroke system.	**Critical**	Standard - Interface/API	Can leverage GL API Toolkit to establish interface to Munis GL. Assuming running parallel payrolls in Munis and Legacy system, the deductions could be processed in order to create vendor payments handled through payroll or AP.	Standard - Interface/API	Yes
INT.16	Utility Billing Software	Inhance Impresa		BOTH	**Receive:** The ERP system should receive payment information. The ERP system should receive payment refund information for processing a refund check though Accounts Payable. **Send:** The ERP system should send check refund information to Inhance for processing and updating customer accounts.	**Critical**	Standard - Interface/API	Via Munis GL and AP API Toolkit included with Munis API Toolkit Bundle, assuming standard GL and AP integration needs. Some imports and exports may work as well out of the box.	Standard - Interface/API	Yes