

Statewide Enterprise Resource Planning (ERP) Survey

The purpose of this survey is to find out whether AFIS meets or does not meet your business requirements. Also, to identify other system features and/or functionalities that AFIS does not provide but may be of your current or near future needs/requirements. We realize that AFIS is built on an outdated system technology and therefore, any investment in enhancing it may not have a good long-term return.

Please complete this survey and e-mail it to Angela Dillard at angela.dillard@ad.state.az.us. For any questions related to this survey, please contact Angela at (602) 542-7048 or e-mail her.

Which of the following AFIS functionalities meets your requirements? Please use one of the values below for your response to each item.

Response Options:

1= Use it and meets our needs/requirements 2 = Use it but it does not meet all of our needs/requirements

3 = Use our own internal system 4 = Would like to use it, but it will not meet our needs/requirements 5 = Do not need it

Please provide comments on your responses. If you need more space, please attach your comments with a reference to the items on a separate document.

FUNCTIONALITY	RESPONSE	COMMENT
1. Data Element Structure (Org, Program, Index, PCA, etc....)		
2. Accounts Payable		
3. Warrant Reconciliation		
4. Accounts Receivable		
5. Appropriation Control		
6. Budget Control		
7. Allotment Control		

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FUNCTIONALITY	RESPONSE	COMMENT
8. Grant Reporting		
9. Project Reporting		
10. Fixed Assets		
11. Cost Allocation		
12. Recurring Transactions		
13. Automated Transfers		
14. Interfaces (Upload & Download)		
15. On-line Inquiry		
16. Reporting		
17. Other (Please indicate the subject area(s) in the comment column along with your comment)		

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Will any of the following system functionalities improve your work or is any of them essential in meeting your needs/requirements?
Please use one of the values below for your response to each item

Response Options:

- 1 = Must currently have 2 = Use internal system and would like to use statewide system**
3 = Do not need it currently, but will need it in the near future 4 = Use the internal system and will not need statewide system
5 = Nice to have 6 = Do not need it

Please provide comments on your responses. If you need more space, please attach your comments with a reference to the items on a separate document.

FUNCTIONALITY	RESPONSE	COMMENT
a. Statewide Purchasing System		
b. Inventory Control		
c. Grant Billing		
d. Project Billing		
e. Cost Accounting		
f. Travel Management		
g. Cash Management		
h. Treasury Management		

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FUNCTIONALITY	RESPONSE	COMMENT
i. Billing Revenue		
j. Process Flow		
k. Web-enabled		
l. Management Reporting (including Data Warehouse)		
m. Self Service (Vendor)		
n. e-government		
o. e-commerce		
p. Other (please indicate the subject area(s) in the comment column along with your comment)		

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Definitions

COST ACCOUNTING

Procedures used for rationally classifying, recording, and allocating current or predicted costs that relate to a certain product or production process.

COST ALLOCATION

It is distribution of overhead or indirect costs that cannot be conveniently distributed to the appropriate cost centers at the time of their incurrence. Such as rent, utility cost, the payroll charges for the agency director, etc.

Data Warehouse

A database designed to support decision making in an organization. Data from the production databases are extracted, transformed and loaded into the data warehouse so that queries can be performed without disturbing the performance or the stability of the production systems. Data warehouses can become enormous with hundreds of gigabytes of transactions. As a result, subsets, known as "data marts," are often created for just one department or product line. Various query tools can be used to access this data.

e-commerce

Doing business online, typically via the Web. It is also called "e-business," "e-tailing" and "I-commerce." Although in most cases e-commerce and e-business are synonymous, e-commerce implies that goods and services can be purchased online, whereas e-business might be used as more of an umbrella term for a total presence on the Web, which would naturally include the e-commerce (shopping) component.

e-commerce may also refer to electronic data interchange (EDI), in which one company's computer queries and transmits purchase orders to another company's computer.

e-government

A generic term for Web-based services from agencies of local, state and federal governments. Such Web sites provide a wide variety of services to the public and have been extremely helpful in reducing internal paperwork. For example, the myriad of forms that government agencies require can typically be downloaded from a Web site. When information on the site is clearly indexed and explained, the number of support calls is dramatically reduced compared to the days before the Web.

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ERP

(Enterprise Resource Planning) An integrated information system that serves all departments within an enterprise. Evolving out of the manufacturing industry, ERP implies the use of packaged software rather than proprietary software written by or for one customer. ERP modules may be able to interface with an organization's own software with varying degrees of effort, and, depending on the software, ERP modules may be alterable via the vendor's proprietary tools as well as proprietary or standard programming languages.

Currently, the State agencies use incompatible systems and disparate business processes, hindering their ability to exchange information and discouraging them from operating as part of a unified government enterprise. Enterprise Resource Planning (ERP) systems solve these challenges by delivering an organization-wide view of vital data, giving agency managers and government policy-makers the resources they need to make timely, informed decisions.

Grant/Project Billing

Using an automated system to generate reports and/or transactions for reimbursable expenditures. These transactions will be transferring the expenditures to applicable cost centers and reduce the expenditures in projects/grants that are being reimbursed.

Workflow (Process Flow)

The automatic routing of documents to the users responsible for working on them. Workflow is concerned with providing the information required to support each step of the business cycle. The documents may be physically moved over the network or maintained in a single database with the appropriate users given access to the data at the required times. Triggers can be implemented in the system to alert managers when operations are overdue.