RFP Response:

Enhancement for Microsoft Dynamics 365 – Cash Advance and Travel Expense Management

Prepared for:

Contents

12 February 2024

Megan Arias

International Rescue Committee

GSC-RFPSubmissions@rescue.org

Hello Megan,

Thank you for the opportunity to bid on the IRC Expense Management Cash Advance and Travel Expense Enhancement.

For the requested RFP response, we have completed the following forms and sheets sent with the RFP:

- P42 Vendor Information Sheet
- IRC Bid Sheet
- IRC Capability List
- Supplier Information Form
- IRC Way Code of Ethics

We look forward to presenting our solution.

Thank you,

Janine H. Werner

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Senior. Client Executive

Argano 4 Microsoft

janine.werner@argano.com

+1 949-945-3306

Executive Summary

Argano is a strategic partner stewarding clients through organizational change management, process reimagination, and technology across the value chain. Our advisory services continue beyond solutions deployment with managed services and strategy consulting that ensure our clients can focus on what they do best. Argano offers Business Process, Consulting, Application Implementation, Integration Services, Organizational Change Management, and Managed Services to help our clients maximize their digital foundations in Data & Analytics, UI/UX, Integration Services, and various Business Applications.

We build the digital foundation that enables companies to harness the power of transformation and maximize their digital platforms by unifying them to form integrated processes that drive efficiency, intelligence, and automation. We do so by providing unmatched depth and breadth of technology capabilities and industry expertise, combined with core services designed to drive value across the entire business.

Driving success for our clients is reinforced by our strategic partner network. Argano has forged deep alliances across the entire technology ecosystem with one goal in mind – to deliver comprehensive, innovative, and scalable solutions that deliver true value for our clients. Argano is organized into strategic alliance tower, with Microsoft, Salesforce, SAP, and Oracle.

As part of Argano, we are committed to helping clients think differently about how they deploy and manage people, processes, and technology – fulfilling the promise of the Digital Renaissance for all.

About Argano

Arbela Technologies has been providing consulting services as a Microsoft Gold Partner for more than 20 years. Arbela joined Argano LLC as the foundational joiner to the Argano 4 Microsoft Tower in June 2021.

Argano currently has 1,900+ employees globally, 330+ resources focus on Microsoft technologies. We are headquartered in Plano, TX USA with remote consultants all over the world.

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Microsoft Solutions Partner
Business Applications
Digital & App Innovation
Azure
Data & AI
Azure
Modern Work

Specialist
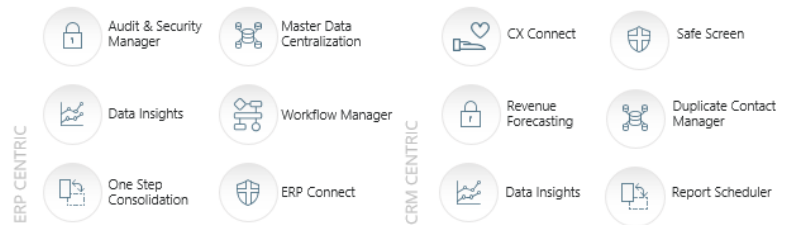Low Code Application
Development
Intelligent Automation

By the Numbers

330+ Resources	8 US, UA, UK, DK, CA, AU	10 Argano D365 Products	21 Languages Spoken	30 Nationalities
26,000+ Seats of Dynamics	85+ D365 Subscriptions	30+ Azure Subscriptions	100+ Argano IP Clients	83% Active on Licenses
5 Integrated Practices	11 Gold Certifications	500+ MS Exams Passed	4 X as a Service	3 Countries for CSP

Industry

Manufacturing	Life Sciences	Distribution	Retail	Financial Services

Products

ERP CENTRIC

- Audit & Security Manager
- Master Data Centralization
- Data Insights
- Workflow Manager
- One Step Consolidation
- ERP Connect

CRM CENTRIC

- CX Connect
- Safe Screen
- Revenue Forecasting
- Duplicate Contact Manager
- Data Insights
- Report Scheduler

Project Objectives

By implementing an enhancement for Travel and Expense Management, IRC aims to achieve several key objectives:

- Efficient Credit Card Reconciliation: The enhancement to D365's Expense Management module, through controls, will enable the efficient and timely reconciliation of credit card transactions, reducing the risk of errors and ensuring that financial reports reflect the most accurate and up-to-date information. The current D365 configuration does not meet these requirements.
- Streamlined Expense Reporting: One of the primary objectives is to simplify the expense reporting process for employees and volunteers working in various locations around the world. The current Expense Management module in D365 does not meet IRC usability needs and does not allow for simplified mobile submissions or approvals. With users currently completing other Finance and Supply Chain-related business processes in D365, an enhancement would reduce the need for secondary tools or systems for submitting expenses.
- Policy Compliance: Ensure that all travel and expense-related activities adhere to the organization's policies and guidelines. The enhancement would enforce compliance by flagging or preventing non-compliant expenses.
- Cost Control: Implementing an enhancement solution within D365 should allow the organization to closely monitor and control travel and expense costs. This is crucial for a nonprofit organization like the IRC, where resources need to be used efficiently.
- Efficient Approval Workflows: Establish efficient approval workflows for travel requests and expense reports. The enhancement to D365 has the capacity to automate and improve usability of the approval process, reducing delays and ensuring that funds are allocated appropriately.
- Enhanced Visibility: Gain real-time visibility into travel and expense data across the organization. This visibility can help management make informed decisions, allocate resources effectively, and identify cost-saving opportunities.
- Reduced Fraud and Errors: Implementing an enhancement solution that is within IRC's existing Finance & Operations system can help prevent fraudulent expense claims and reduce errors in expense reporting. Automated validation checks can identify discrepancies and potential fraud.
- Cash Advance Functionality: A D365 enhancement can fulfill the IRC's needs to carry out cash advance requests through liquidation, allowing it to match up requests with settlements fully or partially and to track it from end to end. This functionality will enable the IRC to reconcile its subledger (Accounts Payable) to ledger with the standard D365 report.

In summary, an enhancement within Microsoft Dynamics 365 is a strategic move by IRC to achieve greater efficiency, cost savings, transparency, and compliance while enhancing the overall experience for its employees. This investment will enable better management of the travel and expense processes worldwide.

Proposed Team Requirements

Once Argano has been selected as the vendor of choice, a Statement of Work will be presented for execution and a full team will be selected, with names shared prior to kickoff of the project:

The response below to the resource requests, is yes if we have on staff and meets the IRC requirements.

- Project Manager – Yes; meets IRC requirements
- Team Lead/Solution Architect – Yes; meets IRC requirements
- Technical Architect – Yes; meet IRC requirements
- Functional Lead - Yes; meets IRC requirements
- Technical Consultant(s) /Senior Programmer/Software Engineer – Yes; meets IRC requirements
- Functional Consultant(s) – Yes; meets IRC requirements

Customer References

Customer reference information will be provided once it has been determined that Argano has been selected as the Final solution provider.