

**REQUEST FOR PROPOSAL #1316  
FOR  
INCOME TAX SOFTWARE**

**CITY OF PIQUA, OHIO**

4/4/14 Answers to questions

1c           Generate Tax Forms and Annual Notices with tax due date.  
**Question:**   Does this mean that you will actually be printing blank forms from City Tax or is the intent to provide taxpayer information to your forms printing company?

**Answer:**     Right now, we do not send forms anymore, we currently send a postcard that we pre-print and our in-house IT dept. runs through the printer to put on the acct. # and address to be mailed.

We are just looking to see what your systems will provide either way.

1d           Process multiple city recordings of tax information.  
**Question:**   Does this mean that you actually process for multiple cities? Please explain

**Answer:**     No, we do not process for multiple cities. I believe the intent was to make sure the system can accommodate a taxpayer that has a W-2 with multiple city withholdings.

1j           Generate non-licensed reporting from certain data sets.  
**Question:**   What is meant by the term "non-licensed"?

**Answer:**     This just means that your system can generate different types of reporting that comes standard with the package, such as, database query type reporting, etc.

1n           Provide PDF storage of federal tax forms.  
**Question:**   Are you currently receiving Federal Tax Forms in PDF format? If so, through what agency or mechanism are you receiving this?

**Answer:**     Taxpayers provide a hard copy of their federal return to us; however, I think by PDF storage we meant that the system can keep a scanned online copy of the return in the system so we can look up an account and see the actual tax return that was filed.