



City of Sioux Falls, Minnehaha County, and Metro Communications

Addendum No. 1 – May 20, 2016

Request for Proposal for Software and Implementation Services for Computer-Aided Dispatch (CAD) system, Law Enforcement Records Management System (RMS), and Corrections Management System (CMS)

Date of Advertisement: May 3, 2016

Due Date and Time: June 14, 2016, 2:00 PM Central Time

City of Sioux Falls Purchasing Office
Scott Rust, Purchasing Manager
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Sioux Falls, SD 57117-7402

A Pre-Proposal Vendor Conference was held on Tuesday, May 17, 2016 at 2:00 PM Central Time. The Pre-Proposal Vendor Conference was hosted via teleconference. The Pre-Proposal Conference was facilitated by the City and the City's consulting partner, BerryDunn.

The format of the Pre-Proposal Vendor Conference covered the following topics:

1. RFP Schedule of Events (Section 1.5)
2. RFP Questions & Inquiries - Point of Contacts (Section 1.8; Table 02)
3. Functional Areas (Section 2.3; Table 03)
4. General Instructions for Submittal Response (Section 4.1)
5. Functional and Technical Requirements Response (Section 4.10)

Participation in the Pre-Proposal Vendor Conference was not mandatory.

The following clarifications, amendments, additions, revisions, changes and modifications change the original Request for Proposals only in the amount and to the extent hereinafter specified in this Addendum.

Each Proposer shall acknowledge receipt of this Addendum in its proposal response.

1. Question: Will the City allow offerors to propose a single response with separate cost proposals for the CAD/RMS/CMS RFP and the RFP for Software and Implementation Service for Fire Records Management System (FRMS)?

Response: **No. Offerors must provide separate proposals for the CAD/RMS/CMS and FRMS opportunities. Offerors must follow the proposal instructions provided in each RFP.**



2. Question: Will the City grant an extension to the proposal deadline?

Response: **No. The City has provided sufficient time for offerors to develop and submit a proposal that meets all requirements set forth within the RFP.**

3. Question: The City has listed a number of interfaces within Tab 7. "Interfaces" of Attachment B – Functional and Technical Requirements. Where should offerors propose the cost to develop the requested interfaces?

Response: **The City requires that offerors use Attachment B – Functional and Technical Requirements to respond on a per-interface basis the associated development costs as indicated in Tab 7. "Interfaces." Offerors must also use Attachment C and D – Cost and Resource Hours Worksheets to note the cost to develop interfaces marked 'Critical' and interfaces marked 'Desired' on a per-module basis (see Cost Area column under the tab titled "Client Hosted Cost Worksheet).**

4. Question: What is the count of total concurrent users by function as indicated in Section 2.4: Table 05 City, County, and Metro Employees by function?

Response: **The following tables provide concurrent user counts by function:**

Table 01: RMS Concurrent User Counts

RMS Concurrent User Counts	
Sheriff's Office	32
State Attorney's Office	30
Police Department	137
Metro 911	24
Total	223

Table 02: CAD Concurrent User Counts

CAD Concurrent User Counts	
Police Department	15
Metro 911	24
Sheriff's Office	6
Total	45

Table 03: Corrections Concurrent User Counts

Corrections Concurrent User Counts	
Jail – Adult Corrections	75
Public Attorney	40
Police Department	5
Sheriff's Office	5



Juvenile Detention Center	22 ¹
Total	147

5. Question: What is the current number of mobile devices used by the City, County, and Metro?

Response: The following table indicates the mobile device count by department:

Table 04: Mobile Device Count by Department

Mobile Device Count	
Police Department	103
Sheriff's Office	33
City of Brandon Police Department	6
Total	142

6. Question: Page 3, Section 1.5 "RFP Schedule of Events," what is the anticipated contract sign date?

Response: The City has identified a tentative date for contract signing, but the final date depends on the selected vendor's ability to commence, conduct, and complete contract negotiations.

7. Question: Page 25, Section 4.13 "References," are the reference specifications denoting that 5 total references are required?

Response: As indicated in section 4.13 "References," offerors must provide at least (5) county/municipal government clients with whom the offeror has worked during the past three (3) years that are of similar size and complexity to the City, County, and Metro. The City, County, and Metro requests that three (3) references shall be from county/municipal governments that have been live with the current software version for a minimum of two (2) years, and two (2) references that have been live with the current software version for less than one (1) year. Furthermore, offerors must provide a comprehensive client list to include all clients using the products requested through this solicitation. The City reserves the right to contact any of these clients, in addition to the references provided.

8. Question: Page 26, Section 4.15 "Response to Narrative Questions," can the City clarify what the agency means when referring to "desktop, power users, or administrative right?"

Response: In Section 4.15 "Response to Narrative Questions," Question 4, the City, County, and Metro request that offerors indicate that the product is fully functional without the users requiring desktop, power users, or administrative rights. The City, County, and Metro desire a response explaining if and how the product provides intuitive use for all skill levels of system users and access controls set at the user level.

¹ Currently using Zuercher Technologies



9. Question: Page 29, Section Forms, did the City intend to include the forms for standard contracts?

Response: **No. The City requires that offerors provide Attachment K – SOW to Become Contract with the City, County, and Metro and Attachment L – Standard Contract as separate documents generated by the offeror. The City reserves the right to use the SOW and standard contract as a vehicle to engage the selected vendor, or create a new contract that has City-defined terms.**

10. Question: Attachment B – Functional and Technical Requirements, Tab 7. Interfaces, INT 2. EnerGov. The City has listed EnerGov as a one way interface (import). What financial information from EnerGov to what area of software is the select vendor expected to pull?

Response: **The City has identified EnerGov as an interface to receive information related to the City’s main permit review and inspection management module.**

11. Question: Attachment B – Functional and Technical Requirements, Tab 7. Interfaces, INT 3. Jail ATM. The City has listed Jail ATM as a bidirectional interface. Pushing the general inmate data to Jail ATM to create an account is clear. What information is desired back from the 3rd party vendor to be retained in the Corrections module?

Response: **The County expects that the bidirectional interface will both send and receive inmate commissary and inmate grievances information between Jail ATM and the proposed system. The current system at the Jail has a one way interface in place to send bio data from the records management system to Jail ATM/Lockdown where accounts are created, which eliminates duplicate data entry. This interface would be viewed as critical. A bidirectional interface is not necessary, but the interface from the records management system to Jail ATM/Lockdown is required.**

12. Question: Attachment B – Functional and Technical Requirements, Tab 7. Interfaces, INT 21. Target Solutions. The City has listed Target Solutions as a bidirectional interface. What information does the City, County, and Metro expect the interface to provide?

Response: **The City expects that the bidirectional interface will both send and receive information related to staff training results, staff training needs, and scheduling future training events. If the proposed system has this functionality available, offerors should indicate this information within the ‘Comments’ column in the Interfaces tab corresponding with the Target Solutions interface requirement (INT.21).**

13. Question: Attachment B – Functional and Technical Requirements, Tab 7. Interfaces, INT 26. BI. The City has listed BI as a bidirectional interface. What information does the City require for the import back into the Corrections module?

Response: **The County expects that the bidirectional interface will both send and receive inmate bio data along with location tracking (i.e., electronic**



monitoring bracelets). There is currently no interface with BI incorporated. This lack of an interface requires staff to enter biographical data for inmates on the Electronic Monitoring program twice (once in the records management system and a second time into the BI software). This was less of a concern when the Electronic monitoring program was starting up due to a low number of inmates enrolled in the program. This program has expanded since the start-up with an increase in inmate participation. A one way interface from the records management system to the BI software is strongly desired. In discussions with the Jail supervisors there is not an apparent need for a bidirectional interface but a one way interface is strongly desired.

Proposers are instructed to return a copy of this addendum form signed by an authorized firm agent as part of proposal responses.

SIGNATURE

COMPANY

DATE