



## **ADDENDUM 1**

**Date:** May 15, 2014

**RFP No.** PD-01-14: Computer Aided Dispatch (CAD), Records Management System (RMS), Mobile Computing

**Bid Date:** June 26, 2014/2:00 PM Local Time

The following clarifications, changes, additions, and/or deletions are hereby made to the specifications and contract documents:

- **Question: (Page 9 & 13 item 3) - If a Respondent does not have 5 similar sites in Texas, but does have them elsewhere, will they be disqualified?**

Response: the absence of similar sites in Texas shall not be considered an automatic disqualifier; however, this information shall be weighted accordingly during application of the selection process.

- **Question: Page 14 – Step 2 Evaluation – first paragraph refers to “. . . including your responses to Section 5, and any attachments.” I cannot find a Section 5. Please clarify.**

Response: This is typographical error. The statement should read as follows:

“During this phase, the City RFP Review Team will evaluate vendor’s responses to the items listed in this Request for Proposal, including any attachments. Three to five of the top vendors whose proposals, in the opinion of the City RFP Review team, most closely meet the RFP requirements will move into Phase 3 of the selection process.”

- **Question: Page 15 – states that “Each RFP is required to address, with a written response, each requirement in all sections of the RFP and in the same format and sequence as the details presented herein.” Please clarify – does this include the Sections PRIOR to the beginning of the Technical Proposal on Page 17? If so – what response do you want to see if the section is providing information only? There is only one section labeled—that is Section 4 – Scope of Work on Page 9. There are no other sections labeled Section 1, 2, 3, or 5.**

Response: On top left of Page 9, the term/words “Section 4: Scope of work” should be omitted and not used as a basis for response. There are no sections or questions prior to Page 17 specifically requiring an answer. If any vendor chooses to provide a comment relating to these pages, the vendor should include these comments in the executive summary or project overview sections (Tabs 2 and 4 respectively).

- **In you proposal format – please clarify in which Tabs you want to see the forms we are required to complete (Pages 17 – 76) so that all vendors put them in the same place.(Attachment B, Pages 71-74, does indicate it should be in a separate envelope)**

Response: Clarifications of the proposal submission format include:

- The technical proposal, Pages 17 – 22 should be submitted under Tab 3, technology overview.
- Attachment A – functional Specifications, Pages 23 – 69, should be submitted under Tab 5, system Specifications.
- Attachment B – Pricing form, Pages 71 – 73, should be submitted under Tab 6, System Pricing.

**YES**, Tab 6, should refer to System Pricing information as submitted in a separate sealed envelope with the submitted proposal. The pricing information will only be opened if the vendor progress to Phase 4 of the selection process

- ***Pages 77 to 92 - are these the only items to be placed in Tab 9?***

Response: These are the only item required under Tab 9, however a vendor may choose to provide additional information it deem relevant to the selection process. Any information submitted in addition to the require forms shall be clearly delineated/differentiated from the required documents by use of a brightly colored divider or sheet of paper.

- ***Page 75 - Attachment C - Standard Terms and Conditions - – there is only one T&C regarding Background Investigation & Fingerprinting being required. Is this correct? Under what Tab should the T&C response be placed?***

Response: These are the only additional requirements that may be required outside the scope of the standard normal contract. Any contract shall be negotiated after the final selection of a vendor.

- ***Should pages 87 & 88 be in reverse order? Looks like Page 88 is the Instructions for filling out Page 87 or is there supposed to be another Debarment Form after Page 88?***

Response: These two Pages have been inadvertently transposed

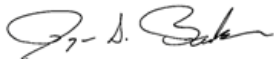
- ***Page 77 - I do not find a “List of References Form”***

Response: On Page 77, “list of references” should read “respondent business questionnaire.” Any references should be included as part of the questionnaire found on Pages 88 – 91.

- ***Under what Tab do you want the Questionnaire?***

Response: Please submit the questionnaire under Tab 9 (see answer to previous question).

Sincerely,



Roger S. Banks  
Purchasing, Division Manager