

ADDENDUM NO 02

CITY OF FAIRHOPE

To

BID NO. 018-11

MUNICIPAL INFORMATION SYSTEM

FOR THE IT DEPARTMENTS

The bid documents for this Bid shall be amended, revised and changed in the following particulars:

Answers from IT Department

CHANGE

The bid opening is hereby moved from 1:00 p.m., Friday, May 27, 2011, to 1:00 p.m., Friday, June 3, local time. Please submit your completed bid proposal before that time.

Vendors who have already submitted bid proposals unaffected by this addendum should sign this addendum and submit it before the bid opening to:

**(By U.S. Mail)
City of Fairhope
Attn: Purchasing Manager
P.O. Drawer 429
Fairhope, AL 36533**

**(By Postal Courier, UPS, Fed Ex, etc...)
Purchasing Manager
555 South Section Street
Fairhope, AL 36532**

Questions from potential bidders:

Question 1:

The city states they would like a completely integrated solution with Municipal Court and Fleet Management—since they are not coded in the RFP are we to assume the city wants to leverage the investment they have already made in these areas and we need to respond how we can work with them?

Answer 1:

The City currently does not have a Fleet Management solution, we are looking for possible solutions, but will not disqualify a vendor simply for the fact that they do not offer a fleet management solution. The City does have a court module in place that is separate from the AS/400 system. The current Court software works as designed, we want to know if there are advantages into integrating any particular vendor's court module as part of this larger software system replacement. Once again, we will not disqualify a vendor simply for the fact that they do not offer a municipal court solution.

Question 2:

How strong is the city weighing the desire to have all modules developed under the same vendor?

Answer 2:

The City considers one this of the utmost importance. Disparate solutions are what we have now, and does not work. We do not wish to replace one disparate solution with another.

Question 3:

What are your Budgetary Costs that the city has set aside for this project?

Answer 3:

One purpose of this RFP is to better determine a realistic budgetary number for system implementation. The City is committed to make a significant investment into this project as long as the needs of the City are met.

Question 4:

Can we take the approach in our proposal of proposing a requirements assessment as phase 1 with a fixed cost and then an estimate of implementation cost and an estimated timeline. At the end of the assessment we would come back in phase 2 with a revised timeline-and a revised potentially much lower implementation cost. ?

We can discuss potential cost savings and timeline reduction due to the assessment and cite some high level examples.

"Company X-did a 60 day requirements assessment-was able to reduce timeline by 120 days and reduce estimated cost by XX%"

Answer 4:

A requirements assessment has been performed during previous efforts to purchase a similar system, and exhaustive research has gone into defining the requirements in this RFP. The RFP schedule may be modified as needed by the City. The Implementation and migration schedule will be determined in a cooperative effort between the winning bidder and the City of Fairhope.

Question 5:

What is your current system for: General Ledger, Accounts Payable, Accounts Receivable, Payroll, Tax, Fixed Assets, Utility Billing, Work Orders, Purchase Orders, Building Permits, Code Violations.

Answer 5:

The City feels that this has been covered in adequate detail in the text of the RFP document.

Question 6:

In the Technical Scope / Complaints & Code Enforcement section, we need the City to explain "Issue" as described in the below questions.

1. Issue listing based on issued date, citation number, issue type, issue status, and issue resolution.
2. Issue listing based on Lot ID, source constituent that reported violation or complaint, and constituent that violation or complaint is against.

Answer 6:

We need to be able to view, sort, and print information in this module as needed based on any of those listed criteria.

Responders are to sign and include signed Addendum No.1 with submitted bid documents.

Acknowledged:

Company

By

Daniel P. Ames
Purchasing Manager
City of Fairhope
Posted: 05-27-11