



Fulton County, GA

Department of Purchasing & Contract Compliance

Cecil S. Moore, CPPO, CPPB, CPSM, C.P.M., A.P.P
Director

September 1, 2010

Re: 10RFP74097YB-TR, Automated Forms and Agenda Management System

Dear Proposers:

Attached is one (1) copy of Addendum 5, hereby made a part of the above referenced **Request for Proposal (RFP)**.

Except as provided herein, all terms and conditions in the **RFP** referenced above remain unchanged and in full force and effect.

Sincerely,

Terrence Reese

Terrence Reese
Assistant Purchasing Agent

Winner 2000 - 2009 Achievement of Excellence in
Procurement Award • National Purchasing Institute



**10RFP74097YB-TR, Automated Forms and Agenda Management System
Addendum No. 5
Page Two**

This Addendum forms a part of the contract documents and **modifies** the original RFP documents as noted below:

The following questions were posed of the aforementioned RFP project:

Q.	Spec Item 1.19 The offline agenda module allows each user to make notes for each agenda item. The goal of this specification appears to primarily allow users to make item notes in the application or remotely. Please clarify the importance or expectation of what 'offline' means or how the County anticipates this to be used.
A.	"Offline" refers to a user's ability to add information for agenda items while not being connected to the application. Once the user gains access to the application, the information added while offline should be imported to the application.
Q.	Spec Item 1.87 The system has the ability to provide reviewer with a log of items that were reviewed for each meeting. With the understanding that our solution will automatically track, update the status, and display the approval history of any meeting items that have been reviewed and approved, please clarify what the County anticipates as a log or its use.
A.	This item refers to the system's ability to provide real-time printouts of any item (votes) that occur during the meeting. The information that is logged on the server should be available for running specific reports (example reports have been included in the RFP)
Q.	Spec Item 2.1 The system has the ability to maintain/convert current voting database (past votes) to new voting database/system. In the meeting, staff mentioned the system and file types are proprietary in nature. To quote or develop any scope of work relating to a conversion of this nature we would need additional information. Is the County able to provide a sample database and/or reports from this system? What format is the data able to be extracted from the current system? Can samples be provided of the export? Otherwise, is the County seeking general recommendations?
A.	Currently, the vendor that created and supports the proprietary system has not provided that information.
Q.	Do you want integration to the current Crestron System?
A.	No.
Q.	What is the current version of the Crestron system or model?
A.	N/A
Q.	Would you have 2u of space on your projection room for servers for the voting and streaming system?
A.	There may be space available if the current unit is replaced. Rack space would have to be purchased.
Q.	Under section 1.16 Term of Contract in States, The " Commencement Term " of this Agreement shall begin on the date of execution of the Agreement in the year 2010, the starting date, and shall end absolutely and without further obligation on the part of the County on the 31st day of December, 2010. Will the term of the contract really end on December 31st?

A.	Yes, the contract will end on December 31, 2010 of this year; however, unless the terms of this Agreement are fulfilled with no further obligation of the part of either party on or before the final date of the Commencement Term as stated above, or unless an event of termination as defined within this Agreement occurs during the Commencement Term, this Agreement may be renewed at the written option of the County upon the approval of the County Board of Commissioners for two (2) one-year ("Renewal Terms").
Q.	Do you have an Enterprise database server we can utilize?
A.	No. Traditionally, with a new application, it is anticipated that a server will have to be procured. The specifications of the server(s) should be provided by the vendor based on the software requirements.
Q.	Do you want vendors to propose Servers for this project or just supply server specifications?
A.	The vendor should provide the specifications for the server(s) required to support the software.
Q.	Do you have a preference on the database used, MS SQL or Oracle?
A.	There is no preference for either platform; however, the standards are MS SQL 2008 and Oracle 11g.
Q.	Do you have a VM environment?
A.	The IT supports VM environment and has been implemented for several applications; however, there is no VM environment for the proposed solution.
Q.	Do you want touch screens or would you want to use a mouse and keyboard
A.	Touch screens would be ideal, but we are open to suggestions.
Q.	Do you currently show power point presentations over your presentation system in the Commission chambers and do you want to in the future
A.	Yes, PowerPoint presentations are presented via a computer. This requirement is required in the future.
Q.	Do you have Cat5 Cables running to each of the commissioner's stations?
A.	Yes, at least one per individual; however, the Cat5 Cables are not connected for the current system. Note: there is no conduit available for additional cables.
Q.	Do you plan or want to keep the little Tote Vision monitors that you currently have on the Dias?
A.	A monitor of some kind is ideal. Whether they are the current ones or new ones, is left up to the vendors to suggest.
Q.	What model are your Tote Vision Monitors?
A.	Unknown
Q.	Under section 3.3.6 WARRANTY AND USABILITY it states, "Fulton County shall be entitled to unlimited 24x7x365 onsite support unless specifically waived in writing by Fulton County and shall receive all new versions, releases and updates to the Application Software during the warranty period at no charge to Fulton County." Can you provide clarification on this requirement and what is wanted? Do you really want us to provide a technician on site for a year, available 24 hours a day?
A.	This requirement is stating that support should be available during those times as needed.
Q.	Can you provide samples of the metadata involved in the conversion?
A.	The vendor should provide server specifications based on software requirements.
Q.	Do you have a preference on a Database? I notice that you have Oracle and MS SQL?

A.	There is no preference for either MS SQL or Oracle platform, the database may be either; however, the standards are MS SQL 2008 and Oracle 11g.
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ACKNOWLEDGEMENT OF ADDENDUM NO 5

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Purchasing Department, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the RFP due date and time **Tuesday, September 7, 2010 at 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 5, _____ day of _____, 2010.

Legal Name of Bidder

Signature of Authorized Representative

Title