



CITY OF DULUTH
PURCHASING DIVISION
Room 100 City Hall
411 West First Street
Duluth, Minnesota 55802-1199
218/730-5340 218/730-5922 FAX
purchasing@duluthmn.gov

Addendum # 2
RFP # 16-15AA
Public Safety Records Management System

- 1) Responses to the questions submitted prior to and during the Pre-proposal Conference held on August 12, 2016 are attached. Responses to questions received by Purchasing after the conference should be posted early next week.
- 2) A list of the Pre-proposal Conference attendees is also attached.
- 3) Page 5, section I-11 of the RFP states "An official authorized to bind the Vendor to its provisions must sign the proposal. If the official signs the Proposal Cover Sheet (Appendix B to this RFP) and the Proposal Cover Sheet is attached to the proposal, this requirement will be met".

This should read: "An official authorized to bind the Vendor to its provisions must sign the proposal. If the official signs the **VENDOR SIGNATURE & CERTIFICATION FORM (Attachment A)** to this RFP) and the Proposal Cover Sheet is attached to the proposal, this requirement will be met."

- 4) The fillable forms on the website have been updated. Please e-mail Purchasing if you continue to notice any issues with the forms.
- 5) Addendums should be acknowledged by submitting the first page of the Addendum with your proposal.

Posted: August 19, 2016

Questions and Answers
Public Records Management System Pre Proposal Conference Call 8/12/16

Q: Can you provide a detailed list of license quantities needed?

A: An exact number of licenses required is unknown at this time. The Duluth Police Department itself requires 200 (+/- 10) licenses. We expect that this will be a multi-agency configuration, and that the total number of agencies and licenses will likely change over time. Please provide pricing per license and indicate any price break points.

Q: Can you clarify what agencies are planning to use the RMS? We are unclear if we are pricing for a single agency (Duluth PD) or for a multi-agency configuration to include consortium members. If there are additional agencies to be included can you please name them? If that has not yet been decided you may want to request us to price the additional agencies as an option. In any event we'd appreciate it if you can provide quantities for each of the agencies.

A: We anticipate that this will require pricing for a multi-agency configuration. We are unable to name partner agencies or provide quantities until proposals are received and a solution is chosen. Therefore, please provide pricing under the assumption that this is multi-agency configuration and provide a per device charge as an option, as well as any licensing price break points at particular levels (i.e., 1 – 25, 26 – 50, etc.)

Q: Regarding Data Migration, can we assume that the data to be migrated is from a single source? If there are multiple sources, please specify the number of sources.

A: Data conversion will be from multiple sources some of which are unknown at this point and are dependent upon which partner agencies join (i.e., if warrants and civil will be needed). Source examples will be Shield, TicketWriter, etc. Please provide pricing per source.

Q: Is Shield a SQL database? What size is it?

A: It's an Oracle database held by St. Louis County with current system data storage as shown below: Only the Duluth Police Department will be migrated from the County, and it's estimated to account for 47% of the cases within the system.

- Media: 6.5 TB
- Discovery: 2 TB
- Database: 600 GB
- DB Server Overhead: 600 GB
- Server Virtual Machines: 60 GB

Q: Do the 200 licenses include all employees? We need to determine the size of the server.

A: 200 +/- 10 would be close for the Duluth Police Department.

Q: The Additional Functionality tab of Systems Requirements has a section on query-specific reporting. Why is this required?

A: One potential partner agency is University of Minnesota-Duluth. They have an internal police department and are on our records management system.

Q: How is Shield using ESRI?

A: We are currently not using GIS mapping internally. We currently use ATACRaids through Lexis Nexis for our crime analysis mapping software. We want to begin mapping from our own records management system.

Q: How are you currently utilizing civil? Is there an existing interface?

A: Civil would be a function of a potential partner agency, the Sheriff's Department. Currently, population occurs through manual entry. We're switching to MGA (Minnesota Government Access) website and are unsure if it can be pulled.

Q: Are you interested in deploying national standards for compliance such as criminal justice reporting?

A: The information exchanged would be criminal justice related. General tab, lines 30 – 60 cover that. We are currently doing online reporting for the public through Raids Online which is available through a link on our DPD Website.

Q: Do you need civil/warrants?

A: Civil and warrants are potential partner options. Currently this is populated through the Sheriff's Department and the Courts. We have access, but that may change. We may want the information in our database and it needs to interface to Shield or MGA.

Q: Regarding the animal information on line 177 of the Additional Functionality Tab, is that something that is currently collected or potentially for the future?

A: Currently collected. Other partner agencies may contract out with Animal Allies, but we run our own animal control shelter for the Duluth Police Department.

Q: Will answers to these questions be provided to the vendors in writing?

A: Yes, the answers will be posted to the website and emailed to the vendors at this meeting by the deadline stated in the RFP.

PRE-PROPOSAL CONFERENCE CALL/MEETING SIGN-IN SHEET

BID # 16-15AA Public Safety Records Management System

August 12, 2016 at 10:00 AM

NAME	COMPANY	ADDRESS	PHONE	E-MAIL
Dean Gutzke	Zuercher	4509 W. 58 th St Sioux Falls, SD 57108	612-968-2307	dgutzke@letg.com
Danny Cho	Mark 43	27 W. 24 th St., Ste 501 New York, NY 10017	212-651-9154	danny@mark43.com
Pam Irons	TriTech		507-254-9979	Pam.irons@tritech.com
Gary Egner	Courtview		330-470-0816	Gary.egner@courtview.com
Ken Peters	Tyler Technologies		707-631-7971	Ken.peters@tylertech.com
Sookie Pyo	Mark 43		212-651-9154	Sookie.pyo@mark43.com
Daniel Dimarco	AST Corp		312-523-4704	ddimarco@astcorporation.com
David Cohen	Oracle Corp		703-364-4516	David.cohen@oracle.com
Yves Cadrin	Courtview		613-686-3182	Yves.cadrin@courtview.com
Fouad Finjan	Courtview		613-686-3165	Fouad.finjan@courtview.com