

ADDENDUM NO. 3
for
City of Duluth, Minnesota
GPS/AVL RFP #11-03DS

March 9, 2011

This Addendum is to be included as part of the original proposal documents. The Proposer is bound but not limited to all requirements stated herein. As with the original Contract Documents, the Proposer is required to meet all applicable State and Federal building and installation codes including but not limited to ANSI/TIA/EIA, NEC, etc.

TO: ALL PROPOSERS OF RECORD

ADDENDUM NO. 3

This Addendum shall hereby be and become part of the Contract Documents the same as if originally bound thereto.

The following clarifications, amendments, additions, revisions, changes and modifications change the original Contract Documents 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.

NOTE: Proposers are responsible for becoming familiar with every item of this Addendum.

I. DOCUMENT MODIFICATIONS AND CLARIFICATIONS:

1. **DUE DATE CHANGE:** The City is extending the due date of this RFP to March 22, 2011. The time of day and other submission requirements are not changed. The date for announcement of interview candidates changes to March 29, and the dates for interviews (if needed) changes to the week of April 11th (rather than April 4th)
2. **DELETE:** Page 9, Section 00 21 16, DELETE item 1.03 Prevailing Wage. This procurement is not subject to Prevailing Wage requirements.
3. **DELETE:** Page 24, Section 00 24 00, item 1.03 B; DELETE the request to utilize the Placer Gold devices. The Proposer must provide and install separate GPS modems in these vehicles.
4. **CLARIFICATION:** State sales tax is not to be included in the base proposal price, but is to be estimated on the Response Form under #1.05 Price Summary, items 5 & 6.
5. **CLARIFICATION:** RFP page 74 Section 27 53 17 items 1.06 C&D re: "ability to assign drivers to groups" and "ability to assign driver groups to one or more vehicle groups": if the City does not choose to implement Alternate Proposal #2 (RFP page 18, #2), functionality of assigning drivers to vehicles is not required. However, the functionality of assigning drivers and vehicles to groups remains a requirement for reporting purposes.
6. **CLARIFICATION:** re: RFP page 74 Section 27 53 17 item 1.06 L 2: Impact detection: Installation of new collision detection accelerometers is preferred, but using the output of another impact sensor like an air bag is acceptable. If your proposal does not include onboard collision detection accelerometers, make note of this in the Exceptions section of your response, and describe how you will implement impact detection.
7. **CLARIFICATION:** Evaluation of cost proposals will include 3-year and 5-year calculations. If your proposed solution would be discounted if accepted in longer than one-year time periods, please so indicate on your response (add information under Price Summary item #3) including specific time periods proposed and all costs associated with those periods. Provide a breakdown for each proposed time period as in item #4.
8. **CLARIFICATION:** Proposers should use the Exceptions portion of their response to indicate required functionality that is not available, or that only partly meets the requirements listed the RFP, as well as to describe any requested changes to RFP terms and conditions. The Exceptions section should also be used to make note of any items the Proposer believes would need further clarification prior to contract signing.

II. QUESTIONS AND ANSWERS:

Q1. At the Pre-Proposal Conference there was a question about how the city's vehicles control salt and sand distribution.

A1. The City does not have "hydraulic on/off"; the computer (Force America System) controls the rate and the on/off function. All trucks have the salt applied by the speed rate sensor, but the operator can do a manual override - in manual operation the driver can turn the system on and off at will. We have both 'open loop' and 'closed loop' systems. Open loop meaning there is no rate sensor, and closed loop meaning that there is a rate sensor. The majority of the systems installed in the trucks are Force America 5100 Series systems, however we have some older systems that are Cirrus Controls brand.

Q2. RFP page 74 section 27 53 17 item 1.06L.1 "If a signal that directly indicates the engine is running is not readily available, is the ignition switch an acceptable alternative? In most vehicles a signal that directly indicates the engine is running is not readily available. In our experience and the experience of other professional installers, there generally isn't an "engine running" signal that can easily be connect to. We have had customers attempt to connect to the alternator, but the signal they got would only show when the battery was being charged, not when the engine was running."

A2. Yes, it is acceptable to use the ignition switch to indicate engine on/off. The system as installed must recognize that only fully in the "ON" position (not in an "accessory" position), indicates engine on.

Q3. RFP page 18, Section 00 21 16, item 1.14F.4 (re: GIS interface options): there was a question about the City's GIS system and capabilities: what version of software the City owns, how many staff members maintain the GIS system/maps, and whether the proposers can get a sample of the data sets the City maintains.

A3. The City's GIS software is ArcGIS - version SDE 9.3.1. Version 10 will be installed in a few months. There are 2 GIS staff members in the MIS department. Sample data is not available at this time.

Q4. RFP Section 00 21 16, item 1.14F.2 and page 74 Section 27 53 17 items 1.06 C&D How is a driver identified when operating a vehicle? What is the intent of capturing driver information in the system?

A4. If Alternate Proposal #2 (RFP page 18, #2) is selected, this would provide a method to capture driver identification. If that Alternate is not selected for implementation, this functionality is not required.

Q5. RFP Section 27 53 17 item 1.06J: How will the city provide access to the active directory structure to web-based applications? Is there more info on how a vendor will make this system work??

A5. Active directory integration was intended for internal users of the application/webpage to have a "single sign-on" environment. The vendor is to ensure that the back-end connects to the Active Directory environment inside of the City's network. If you are uncertain how this could be accomplished using your proposed system, please list this as an Exception.

Q6. On the vehicle list, “lights” is listed as an input wanted to track. Can you specify which lights? Example Headlights, Dome Lights, Work Light—Which lights??

A6. Emergency and warning lights.

Q7. Questions about on-site installation:

- 1) Would installer have access to the City of Duluth garage/facilities to install equipment? Onsite installation?
- 2) Days per Week Available?
- 3) Hours per Day Available?
- 4) Availability of Equipment (How Many assets per Day can be Guaranteed Available)?
- 5) General Description of Working Facility (Restrictions, Regulations, Indoor vs. Outdoor, Compressed Air, Site Badges, electricity availability etc...)

A7. The installations will occur at the location where the vehicles and equipment are parked or based. There are various facilities throughout the city where vehicles and equipment is located. Most, if not all sites have access to indoor locations for installation and will have electricity available. If there appears to be a difficult location for installation, prior scheduling would need to be made with the people in charge of the equipment to have it completed at a different location. There should be little problem arranging to have the installations done at a convenient site.

The typical hours of operation for city facilities are 7:00 AM to 3:30 PM, 5 days a week.

A list of vehicles by location will be generated in order to facilitate the installations.

Identification of installers will be required, and installers must obey safety regulations as they apply to each individual site.

The availability of equipment would depend on prior scheduling with managers responsible for the vehicles and equipment, as usage and priorities change from day to day. This may not be a flawless process, but prior scheduling will give the contractor the opportunity to complete installations in a timely fashion.

Q8. RFP page 23 Section 00 24 00, item 1.01C “Tampering and Sabotage There is really no way to prevent tampering or sabotage. The only way to be resistant to such tactics is to place the "black boxes" out of reach and to implement a policy where by tampering is prohibited. Is this sufficient or does the City require something more complex such as lock boxes and wax seals?”

A8. The installed devices should be placed out of reach, if possible.

Q9. MS Active Directory: Typically, remotely hosted services would not be joined to a customer's internal active directory tree. Is this an important requirement? Given that there are not too many users and groups to manage, would application level authentication be acceptable?

A9. See A5, above.

Q10. Page 24, Section 00 24 00, item 1.03B “The Placer Gold is not a modem. It is a GPS serial device. Typically, it plugs into a laptop running an application to process the GPS stream locally (e.g. a Public Safety Mobile Data application). Without 3rd party

COM Port Sharing, there is no way to get at that GPS stream unless the MDC app vendor chooses to allow access or transmits the GPS to another vendor's server. How does the city envision the AVL vendor working with the Placer Gold's?"

A10. Delete the request to use these devices. The Contractor must place its own GPS modem in these vehicles.

Q11. RFP p 74, Section 27 53 17, item 1.06F: "Database Access: In order to have true admin access to the database, it is expected that City administrators would be given console logons to the server hosting the db and would use normal Database Enterprise Management Software. The mechanism would be Remote Desktop (i.e. Terminal Service). Is that acceptable?"

A11. Yes.

Q12. RFP page 74 Section 27 53 17 items 1.06 C&D Please clarify the "ability to assign drivers to groups"? Please clarify the "ability to assign driver groups to one or more vehicle groups". A mobile asset tracking system is generally "keyed" to the vehicle and without some sort of driver log-on, there is no way to know who is actually behind the wheel. Can the city clarify what is expected in this regard?

A12. See also Section I, Clarification #5 of this addendum. Regarding vehicle assignment: all equipment and vehicles have an ID number assigned to them by the City. We need the ability to 'group' the equipment by department such as Public Works, Maintenance Operations, Police, Parks, etc.

Q13. RFP page 74 Section 27 53 17 item 1.06 L 2: "Impact Detection Is it expected that the GPS "black box" would contain onboard collision detection accelerometers?"

A13. Refer to Clarification #6 on page 2 of this addendum.

Q14. RFP page 74 Section 27 53 17 item 1.07A "Powered Off Vehicle must check in once per day. Is this a 'hard' requirement?"

A14. This is a preferred, but not required feature. If your proposed system does not have this functionality, list this as an Exception.

Q15. RFP p 76 Section 27 53 17 item 1.08D3 "Speeding Alerts How does the city envision the application being aware of posted speed limits?"

A15. Maps used in the system must have the information of speed limits by location already loaded. Should a vehicle exceed these limits, it should trigger a response – plus or minus a determined limit.

Q16. RFP p 75 Section 27 53 17 item 1.08A.1 "Ad Hoc" reporting means different things to different people. In practice geo-spatial reports require sophisticated calculations, data filtering, and efficient aggregation. It is not expected that many would have the technical skills to perform these tasks. Can the City elaborate on how it envisions "ad hoc" reporting and what is expected?

A16. The City wants the ability to create its own reports by accessing the data directly.

Q17. RFP p 75 Section 27 53 17 item 1.08A.2 “Standard Reporting Tools Is a proprietary reporting engine acceptable so long as everything is exportable to a standard csv file?”

A17. Yes. Data needs to be exportable in standard format.

Q18. RFP p 75 Section 27 53 17 items 1.08C, D and E “Daily, Weekly, and Monthly Report Typically a reporting system allows the user to specify any start and end date/time range. With this in mind, there is no difference between a daily, weekly, or monthly report except the date range. Does the city envision something different?”

A18. The City requires the selected system to automatically generate the listed reports at the time periods noted. The intent is that these reports would be saved as unique files, which could then be emailed to supervisors and/or saved in particular file folders without user intervention.

Q19. RFP p 77 Section 27 53 17 items 1.08 E.2 “Unauthorized Vehicle Usage Reports can be generated to detect activity during any time period. Will this suffice? Otherwise, how does the city envision the application knowing what is "unauthorized"?”

A19. The program used should have the ability to recognize a ‘set typical operation time’ for each unit in use at the city. Should it be operated outside that ‘typical operation time’ it should trigger an alert. For example, for vehicles which are allowed to be driven home, personal use (designated as after a specified time of day) is considered unauthorized use.

Q20. “Maps Does the city envision the vendor utilizing commercial maps (such as TeleAtlas or Navteq) or it's own GIS data?”

A20. The successful vendor would be expected to provide current commercial mapping programs as part of the project.

III. PRE-PROPOSAL CONFERENCE ATTENDANCE LIST

| Name | Company |
|---|-----------------------------|
| <i>The following individuals were present in person</i> | |
| Jon Bouvine | Sprint |
| Brandon Tourtelotte | CompassCom |
| Cynthia Mayer | MV Transit |
| Gary Arntzen | Synovia |
| | |
| <i>The following individuals were on the conference call:</i> | |
| Duane | Rogers Two-way Radio |
| Scott Shelton | Sky Guard |
| Darren McFarland | Precise |
| Walt Fisher | Interfleet |
| Brett Lim | Radio Satellite Integrators |
| Chris Marken | Interfleet |
| Bob Lowe | Precise |

IV. ATTACHMENTS:

This Addendum includes the following documents as though bound herein:

1. "Response Form - Duluth GPS-AVL RFP #11-03DS.docx"
2. "Proposal Required Elements and Format.docx" This document is in Word format to allow Proposers to copy and paste portions into their responses.
3. "GPS vehicle list 1-14-2011.xls" - in spreadsheet format (to allow sorting)

END OF ADDENDUM NO. 3