

February 24, 2016

Notice to Potential Proposers

**BULLETIN NUMBER 4
REQUEST FOR PROPOSALS 573SH
FOR
CAD and RMS CONSULTING SERVICES**

This Bulletin Number 4 is being issued to provide responses to questions that were received by February 4, 2016. The responses on Attachment 1 to Bulletin Number 4, Questions and Answers, are final and become part of the CAD and RMS Consulting Services RFP 573SH.

Bulletin Number 4 will be accessible in electronic Portable Data File (PDF) format by 4:00 p.m. (Pacific Time) on February 25, 2016, via the Department's website at <http://shq.lasdnews.net/shq/contracts/info.html>.

All other Terms and Conditions of this RFP remain in effect.

Should you have any questions, please contact Contract Analyst Irma Santana via e-mail at isantana@lasd.org.

**COUNTY OF LOS ANGELES
SHERIFF'S DEPARTMENT**

**CAD and RMS CONSULTING SERVICES
RFP NO. 573SH**

**ATTACHMENT 1 TO BULLETIN NUMBER 4
QUESTIONS AND ANSWERS**

No.	QUESTION	ANSWER
1	RFP, Section 1.0 (and throughout RFP) - please clarify if 'Contractor' and 'Proposer' are synonymous.	<p>Proposer – company/vendor that submits a proposal for the CAD and RMS Consulting Services RFP 573SH.</p> <p>Contractor – company/vendor whose proposal was selected for the CAD and RMS Consulting Services RFP 573SH and a Contract was awarded.</p>
2	Appendix A (SOW), Section 1.0, page 1 (and page B-16, Item 2.26, Subtask 4.1.5), Should the Contractor assume that the County seeks to issue a RFP for a commercial CAD and RMS solution, even if the final gap analysis in Task 4 reveals that a commercial off the shelf solution is not the most suitable and/or Contractor recommended (i.e., how would scope be reconciled between the RFP development in task 5 versus a possibly conflicting recommendation in task 4)?	No, there should be no assumption on part of the Contractor/Proposer that an RFP for a COTS CAD and RMS will be issued. An RFP will most likely be issued for any of the four product solution strategies listed in Subtask 4.1.5.
3	RFP, Section 1.0, page 1, paragraph 3 -indicates "The Proposer shall not be paid for providing subject matter expertise during the evaluation phase for proposals received in response to the Re-Procurement, if the Proposer was not required to evaluate any proposals received in response to the original CAD and RMS Solution RFP." Can the County please clarify and elaborate on the intent of this statement and provide examples of conditions under which the Proposer would not be required to evaluate any of the proposals received?	Consultants' responsibilities will include assisting in the evaluation of proposals received in response to the CAD and RMS Solution RFP. If, for example, the CAD and RMS Solution RFP is cancelled before the Consultant is required to assist in the evaluation of the proposals received in response to such RFP, then the Consultant will be expected to assist with the evaluation of proposals received in response to a replacement RFP (Re-Procurement) at no additional cost to County.

No.	QUESTION	ANSWER
4	<p>RFP, Section 3.1 and 3.2, page 4, CAD or RMS Lead Consultant (s) - indicates Lead Consultant or CAD/RMS Lead Consultant shall have a minimum of three (3) years within the last seven (7) years of documented experience in developing business and technical requirements and developing requests for proposals (including statements of work, evaluation documents, etc.) for CAD or RMS solutions for public safety agencies with no less than 2,000 personnel." Does the County require that all of the Proposer's CAD or RMS Lead Consultant's three or more years of experience be exclusively with public safety agencies of more than 2,000 personnel or is it be acceptable if the experience includes work with agencies of less than 2,000 personnel as long as it is applicable?</p>	<p>The Lead Consultant(s) experience shall be with public safety agencies with <u>no less than</u> 2,000 personnel.</p> <p>It will not be acceptable if the Lead Consultant(s) experience is for a public safety agency less than 2,000 personnel.</p>
5	<p>RFP, Section 3.7, page 5- indicates a requirement for contract negotiation experience with a minimum contract sum of \$5M. Also, Item 7.8.9 indicates contract experience exceeding \$7M, \$10M and \$10M+. Please clarify the minimum requirement for compliance.</p>	<p>RFP, Section 3.7 (contract negotiation experience with a minimum contract sum of \$5M) is a Proposer's Minimum Mandatory Requirement, which must be met by the Proposer to proceed to the evaluation process and not be disqualified.</p> <p>The additional information provided in your proposal in response to Section 7.8.9 of the RFP is for evaluation purposes.</p>
6	<p>Appendix A (SOW), Section 1.5, page B3-B4, indicates a variety of modules that have been added or developed recently to the RMS including address geocoding using web services, Field Interview report module, parolees released, as well as interfaces to COPLink and Palantir. Will the documentation associated with these modules/interfaces be available or will the consultant need to develop this documentation?</p>	<p>Documentation will be provided.</p>

No.	QUESTION	ANSWER
7	Appendix A (SOW), Section 1.6, Paragraph 1, Bullet 11, page B-5 and Section 2.39, page B-20, indicates the consultant is to "assist with the evaluation of proposals received." To help assign activity and effort, please describe the level of assistance that is anticipated from the consultant (i.e., role, activities, number of meetings, duration and overall anticipated schedule).	Refer to Appendix A (SOW), Section 2.38, Subtask 6.2, Assist with CAD and RMS Solution RFP Evaluation and Selection Process, page B-19 for details of the level of assistance required.
8	Appendix A (SOW), Section 1.8.1, Paragraph 2, page B-6, indicates that Lead Consultant is expected to attend all meetings as directed by the County's Project Manager. Recognizing that the number of meetings is not quantified, can the County provide an estimate of the level of effort (or percentage of time) that is anticipated for meetings during a given time period?	The number of meetings the Lead Consultant(s) is expected to attend are as identified in Appendix A (SOW).
9	<p>Appendix A (SOW), Section 2.17, Subtask 3.2, page B-14; and Section 2.28, Subtask 4.2.1, item 2, page B-17:</p> <ul style="list-style-type: none"> a) Are there expectations on the overall duration of all JAR sessions (in aggregate)? b) Are there relevant constraints to or sequencing for how the JAR sessions may or should be scheduled (e.g., may sessions be scheduled in parallel)? 	<ul style="list-style-type: none"> a) No, there are no expectations on the overall duration of all JAR sessions. b) No there is no constraints on sequencing in regards to the JAR sessions. Sessions may be scheduled in parallel.

No.	QUESTION	ANSWER
10	<p>Appendix A (SOW), Section 2.19, Paragraph 2, Bullet 3, page B-15, Los Angeles County Fire Department Gap Analysis-indicates "Gap analysis between Sheriff and Fire Department CAD and RMS requirements."</p> <p>(a) Are the CAD or RMS currently shared in any way between the Los Angeles County Sheriff and Fire Departments?</p> <p>(b) Can the County provide any additional background information for the LA County Fire Department, similar to that provided in Appendix A (SOW), Section 1?</p>	<p>(a) Currently there is no sharing of information between the two Departments.</p> <p>(b) Not available at this time.</p>
11	<p>Appendix D (Required Forms), Exhibit 11, Pricing Sheet (Cost Proposal), Item 2 (Optional Services), requirements call for a fixed hourly rate. Adhering to the requirement that rates cannot change during the term of the Resultant Contract, are Proposers able to submit different rates for different proposed personnel (one rate per resource)?</p>	Yes.
12	<p>General - Is reference information that verifies a firm's ability to meet the mandatory/minimum requirements to be provided twice on both the PROPOSER'S ORGANIZATION QUESTIONNAIRE/AFFIDAVIT- Exhibit 1, and in the proposal response? Or, is it acceptable to complete Exhibit I and indicate/cross-reference where the verifying information meeting requirements can be found in the proposal document?</p>	It is acceptable to complete Exhibit I and indicate on Exhibit I where in the proposal the reference information that verifies the Proposer's Minimum Mandatory Requirements is located.
13	<p>General- are there specific schedule objectives for the overall project or key milestones. Are there ancillary milestones or key dates occurring during the anticipated timeframe of this engaged that are relevant to execution of the scope of work?</p>	County seeks your optimum approach; time will be factored into the evaluation.

No.	QUESTION	ANSWER
14	Will the Proposer selected as the Consultant for the CAD and RMS Consulting Services RFP be prohibited from bidding on the CAD and RMS Solution, (system) RFP when it comes out?	Yes. The Proposer/Contractor/Vendor (and any subsidiary, employee, and subcontractor) selected to provide CAD and RMS Consulting Services in response to the CAD and RMS Consulting Services RFP 573SH will be prohibited from bidding on the CAD and RMS Solution RFP (system).