



City of Cambridge

Purchasing Department

Cynthia H. Griffin
Purchasing Agent

To: All bidders
From: City of Cambridge
Date: September 12, 2011
Re: File No. 5563- Request for Proposal for Inspectional Services Department Permitting Software & Implementation- Addendum No. 2

The following questions were submitted and answered.

Question: Please provide desired project start and end dates for the City's permitting implementation.

Answer: It is the desire of the City to begin this project as soon as possible upon selection of an appropriate vendor, the signing of a contract and procurement of any required server hardware. A particular project start date will have to be negotiated by both the City and the vendor and the duration of the project would have to consider the number of customizations required and the resources available to complete the project. The RFP requires a rough outline of a typical project plan on Page 34. Part of that can include an estimated timeline based on the vendor's experience implementing similar systems.

Question: Does accurate and updated "as-is" business process documentation exist at the City?

Answer: No. Some limited documentation does exist but it is recognized as likely incomplete and may be out-of-date and is likely of little value. It is anticipated that the City will provide a list of approvals and notifications that are required for each permit or license early on in the project. Beyond that, the City wants to utilize this project as an opportunity to realign current business processes in alignment with best practices associated with the vendor's product that is chosen while minimizing customizations or deviations.

Question: How many environments does the City desire (e.g. Dev, Test, Training, Production)?

Answer: The City would require a Production environment and a separate environment for the combined uses of development, testing and training.



Question: "When asked about the number of permitting and licensing users, the City responded in Addendum 1 with "The same people who would need access to permitting are the same people who would need access for licensing."

Please clarify if the number of named licensing users is a subset of the number of named permitting users (e.g., 10 licensing users and 30 permitting users), as we have different modules for each activity.

Answer: Page 35 of the RFP indicates that if the vendor proposes named user licensing, there is an equal number of permitting and licensing users (40). It is anticipated that the same persons who have license for permitting would have licenses for licensing.

The attached list represents the vendors who called into the mandatory pre-bid conference on Wednesday, September 7, 2011. Only these vendors recorded as joining the pre-bid conference are eligible to bid.

The deadline for questions are closed.

All other details remain the same.



CYNTHIA H. GRIFFIN
PURCHASING AGENT

ADDENDUM NO.2

Accela –

Julian D. Munoz

Randy Davidson

Scott Casselman

Decade Software Company –

Meghan Graham

Energov Solutions –

Vic Cook

Mobizent LLC –

Yamuna Rajaram

Michael Cilmi

Subbu Natarajan

MS Govern –

Steve Favalaro

CRW Systems -

Tracy Bierman

TruePoint Solutions –

Kent Johnson

Viewpoint GIS -

Nasser Hajo

Mark Levy

Davenport Group –

Jerry Davenport

Global Relief Technologies –

Chip Peter

Mainstar –

John Benelos