



City of Cambridge

Purchasing Department

Cynthia H. Griffin
Purchasing Agent

To: All Bidders
From: City of Cambridge
Date: July 17, 2013
RE: File No. 6149 –Online Report Distribution for Motor Vehicle Accidents (Police Crash Assistance)
Addendum No. 2

The following questions were submitted and answered.

Question

Since our solution is fully automated and requires no on-site presence, we are asking the City of Cambridge to waive Quality Requirement # 2. Bidder has a local office in Massachusetts.

Answer

The department is okay with waiving this requirement, however in the event that additional support is needed a representative must be available to assist with system failure at no cost to the City. **Please disregard the Quality Requirements included in the bid document and replace with the attached Revised Quality Requirements.**

Question

Prior to final selection, would the City of Cambridge make it a requirement for the top three bidder's to provide a presentation of the vendor's system?

Answer

The City, at its discretion, may ask the apparent responsive and responsible bidder offering the lowest price to provide a presentation prior to awarding a contract.

Question

You have identified your desire to have the system save the data on the SQL Server RDBMS, can you clarify? Is your intent to host the backend of the solution on your RDBMS located within your department?

Answer

We do expect the vendor to host the SQL database for these reports that we will upload to for the processing of electronic reports.

Question

Will there be an additional agreement that defines other legal requirements?

Answer

No. A sample copy of the City's Articles of Agreement is included in the Invitation for Bid. If a software license is required the City will review such license with the apparent winning bidder. Do not submit the software license with the bid. A bidder's terms and conditions will not be considered. Do not submit terms and conditions.



Question

Is the Police Department considering or will they consider electronic crash report software for the Police Officers to use at the scene of the accident?

Answer

Yes, we currently have an application for electronic crash reporting through our Record Management System. We are working to get it implemented in the short term.

Question

Under Scope of Services- Functional Requirements letter d- System will allow user to generate unlimited types of reports based on user selection. Can you please define the types of reports being referred to? (Crash reports or analytical reports).

Answer

The user will be allowed to generate reports of analytical data of reported crash reports.

Question

How should the vendor expect to receive the accident reports from the Cambridge Police Department?

Answer

Emailed PDF file until such time we are able to offer electronic data from our Record Management System.

Question

Article X. Equal Opportunity references "sources of income". Can you please clarify is this based on the context of housing discrimination.

Answer

No, it is not solely based on the context of housing discrimination. It is a standard, broad, legal, clause explaining: the Contractor in the performance of all work under this contract will not discriminate for the several reasons listed in the clause.

Question

How many hard copies of the IFB response are required?

Answer

Two. One original and one copy. No hard binders please.

All other details remain the same. All questions are closed.



CYNTHIA H. GRIFFIN
PURCHASING AGENT

Addendum No. 2

Revised Quality Requirements

A "NO" response, a failure to respond, or a failure to meet to any of the following Quality Requirements will result in a rejection of your bid.

Circle Yes or No for each of the following requirements.

1. Online Accident Report Distribution Services have been satisfactorily provided and in operation with at least five municipalities for a period of one year per municipality within the last three years

YES

NO

Please submit the attached revised Quality Requirements with your bid.

Name of Bidder