

Vendor questions and answers may be submitted via electronic mail to phenry@co.slo.ca.us.

The deadline for submitting written questions is February 8, 2012. The County will endeavor to provide answers within two working days. The County reserves the right to not answer specific questions at our discretion.

- 1) **Q:** Page 10, item 4g. asks for customer references from recent related projects. Page 11, item 6 again asks for 5 references with additional requirements. Are you requesting two sets of references or should all references be included as part of page 11, item 6?

A: Please provide one set of customer references.

- 2) **Q:** Page 11, item 7 ask[s] for costs and the inclusion of Appendix C. Page 12, item 10.a. also calls for the inclusion of Appendix C. Are you requesting Appendix C be included in both areas or just under the cost section as described on Page 11 in item 7?

A: Only one copy is required. Please submit your full cost proposal using the format provided in Appendix C.

- 3) **Q:** Per our review of the RFP we have concluded that you currently have 94 users that will access the DA Case Management System. Please confirm this number and any % of growth in users you expect over the next 5 years.

A: There are approximately 94 employees in the Office of the District Attorney. In addition, approximately 5 Information Technology staff will require full access the system to provide on-going support and maintenance, but these should not be considered system "users". The County estimates very minimal growth in the number of users – less than 5% total – over the next five years.

As requested in the RFP, please provide full details of your user licensing costs, e.g. per user, per seat, concurrent, etc. You licensing costs should be included along with all other costs using the format provided in Appendix C.

- 4) **Q:** Student Count for Training: On page 22 there is a table that includes the breakdown of what students you expect to attend specific classes. One of the rows in this table reads "CMS User Training (general)" with 94 projected students. Can you please confirm that the student count on the other remaining rows of this table are a subset of the 94 CMS User Training (general) row?

A: The Technical System Administrator (3 people), CMS document template & report creation (4 people), and CMS ad-hoc reporting/database overview (3 people), are in addition to the 94 personnel. The numbers are approximate at this stage and are our best estimates – they may vary depending upon the architecture of individual vendor systems. There may also be slight overlap (e.g., system support personal may attend some or all of the system user training sessions).

- 5) **Q:** In Appendix A, item 1-5.1, there is a reference to a spreadsheet containing information about the tables and fields to convert,. See below:

"All data in the LD tables shall be converted. These cases date from 1982 to present. For a list of data elements, see the LD/LS Table Definitions spreadsheet"

We were unable to locate this file on the website link provided in the RFP document. Can you provide a copy of this spreadsheet or post this to the website and notify us of the availability?

A: For security reasons, the spreadsheet will only be provided to the successful vendor. Please read the note to vendors on page 26 of the RFP.