

County of San Luis Obispo

Property Tax RFP #965 Pre Proposal Conference Call Q&A – September 5, 2007

Q&A: *(transcript has been edited / paraphrased for brevity):*

1. *If a vendor is successfully chosen for the requirements gathering contract is that successful vendor precluded from bidding on any future implementation?*

No, there are no such restrictions.

2. *Could we receive a copy of the RFP in Microsoft Word Format?*

Yes. This is will be posted on the Q&A web page.

3. *Is there any expected time start up date?*

As stated in the RFP on the tentative schedule page 14, table 1, subject to selection of a finalist and successful negotiation, we'll be looking at a Feb 2008 Board of Supervisors approval date so we're anticipating starting very soon after that. In terms of the length of the project—that is one of the reasons for this RFP, we are asking potential vendors to propose back timescales as part of the project plan. We can't tell you how long, but it's as soon as we can get approval from the Board.

4. *In part of the existing systems what I thought was missing was the GIS mapping and analysis that's already in place at the County. Would that be part of the consideration for the consulting?*

At this point in time we're just in the requirements gathering phase, so that may be something that comes out when the chosen vendor starts gathering requirements.

5. *When the project starts what's the timeframe that you think this will take in requirements gathering.*

We're looking for those responding to the RFP to propose their time estimates. We're looking for proposed project plans and [time] scales to come back from the vendors.

5 (follow up). *That's fair, but you're missing things like GIS and other functions that could be added that would be useful to the Assessor and Auditor. Will those things be added as you go on or is the final list that you've put together?*

It's not a shopping expedition – see section F – if you spot any holes or things we might have missed, suggest it in your response. If that piece of work is significant enough to the baseline, then carve it out as x amount of man days and we'll look at that as an option. If you look at the Assessor's portion, GIS is not listed, but certainly GIS is something that needs to tie in with our property system. On page 21 section 8.2.1 discussing snapshot improvement areas, there is a suggestion that we might want to add GIS interfaces. It's well recognized within the three sponsoring departments that there's room for improvement of our business processes. This is not a "boil the ocean" exercise but we want to take advantage of this opportunity to improve our business processes.

6. *You mentioned something that you would go back to the Board for funding. Has funding already been earmarked for the project?*

We're talking about going back to the Board to authorize signature on the contract. The County Auditor doesn't think the funding will be a problem for the requirements gathering phase. The implementation will be a different matter after we look at requirements and market conditions. IT Projects in the county are governed by an Executive Steering Committee who is backing this initiative.

7. Does the County prefer that on this phase we submit a fixed price or time and materials with an hourly cap per proposal?

We're looking for a fixed price bottom line.

8. Does the County have a preference of any particular software tools to use?

We made it clear in Section 12 that we have no preference but if you are using any tools that are not in the County, you must provide the tools that allow for interoperability with the County's current software.

9. Does the County have any particular technology direction for the platform?

The technical environment provided in the RFP is what you need for the requirements gathering phase. It's really about business processes and functions, not technology at this point. See section 1.2.

10. How long will you be accepting additional questions via email?

The deadline for submitting questions is September 12, 2007.