

September 24, 2018

ADDENDUM NO. 2

Re: Solicitation No. 7006693 – Permit and Inspection Management System

Please be advised of the following changes to the above referenced Solicitation.

CHANGES:

1. Change No. 1 - The Deadline for Bid Submittal is changed to October 30, 2018, at 2:00 p.m. (Central Time).
2. Change No. 2 – Schedule of Events, Section 1 in Solicitation Summary. Remove and replace with the following.

SCHEDULE OF EVENTS

Please find below a Tentative Schedule of Events for this Solicitation. The Board reserves the right to revise the Tentative Schedule of Events if such revision is deemed to be in the best interest of the Board.

RFP Advertise Dates: September 9, 2018 and September 16, 2018

RFP Release Date:..... September 5, 2018

Pre-Proposal Conference: September 13, 2018 at 11:00 a.m. (Central Time)

Deadline for Questions: .. **October 16, 2018, 2018 at 2:00 p.m. (Central Time)**

Proposal Due Date and Time.. **October 30, 2018 at 2:00 p.m. (Central Time)**

Evaluation Period:October 31, 2018 – December 10, 2018

Board Approval Date:January 10, 2019

Notice to ProceedFebruary 1, 2019

3. Change No. 3 - Small Business Enterprise (SBE) Provisions, Section 10 in Special Provisions. Remove and replace Section 10 with the following:

Notification is hereby given that a SBE contract specific goal has been established for this Contract. The Contractor/vendor has committed to Ten percent (10%) SBE participation of the total dollar value of the implementation services phase only of this Contract including any change

orders and/or modifications throughout the term of this contract/agreement. The commitment is a contractual commitment upon execution of the contract.

CLARIFICATIONS:

Questions 1 – 10 on Addendum 1 (dated September 11, 2018)

Question 11. - For the MBE participation:

It states that the goal for this is 10%. Is that 10% of the implementation pieces or is that 10% of the entire contract.

Rarely do we find a software vendor who is offering a cloud application to the market who will qualify for the MBE/WBE status. There will be 2 aspects of our bid:

- Software licenses – Cloud this is a renewable software license that will comply with the requirements for 3 years at a fixed yearly cost and 2 option years with a percentage up-tick.
- Implementation fees – one time fixed price for implementation services – there may be options for extended support. This service would comply with the 10% SBE requirement (for all implementation fees and on-going support)

Answer – The Business Diversity & Development Department has established a 10% Small Business Enterprise (SBE) goal for this contract that is applicable to the implementation services phase only.

Question 12. - Could we get an example of the existing reports you have now to give us an example of the baseline reports?

Answer - The data presented on the reports will be detailed out with the successful proposer. Our current system does not contain the necessary reports listed.

Question 13. - Data conversion: how much data are we expected to bring across from the existing solution to the new solution? Is the implementation partner expected to do the export of the existing solution or is that DFW personnel doing that.

Answer – The Database is 107GB. A breakout of the tables and document, number of rows, average space per table and average row length is now available. The implementation partner is expected to perform the export of the existing solution and should build that into the proposal.

Question 14. - Question on 2.6.7 – please elaborate on this requirement
2.6.7 Provide the ability to prevent Water Sample Inspections from being scheduled after a specified time and date.

Answer - Water Inspections should only be requested for Monday thru Thursday in the morning only!
Water inspections are not done on Friday.

Question 15. - Will DFW consider extending the due date for this solicitation by two weeks to allow vendors to adequately fulfill the SBE resourcing and documentation requirements?

Answer – Yes.

Question 16. - Will DFW consider making the 10% SBE requirement only applicable to implementation services? DFW's 10% SBE requirement is attainable for our software company's implementation team for the initial services portion of the contract, but the requirement as it is currently written in the RFP (section 10 under "Special Provisions, pg. 47) will pose a problem for software companies if the 10% SBE applies to the entire contract (software hosting and services) and also carries over into year 4 when the contract renews when no implementation services will be required. The current 10% SBE requirement for renewal of the contract in year 4 will likely make all software companies ineligible for this opportunity because the software component of our contract upon renewal will no longer include the implementation services portion, which is what vendors will be using for SBE work. Both of these concerns would be addressed simultaneously if DFW will consider making the 10% SBE requirement only applicable to implementation services.

Answer – Yes, the 10% SBE requirement is only applicable to the implementation.

Question 17. - Is the 99.99% an absolute requirement? Would an SLA of 99.9% be permissible?

Answer – The Airport desires a 99.99% availability rate. Planned shutdowns for upgrades and maintenance do not fall into that window. Unplanned availability is approximately 53 minutes per year at 99.99% whereas a 99.9% availability allows for 530 minutes of unplanned availability. If you are unable to meet the higher threshold, please state that in your proposal.

Question 18. - Do you prefer a solution built with an Oracle backend?

Answer – There is no preference stated for the backend technology other than the data can be extracted and provided to the airport upon demand.

Question 19. - How big is the existing DB?

Answer – See response to question 13.

Question 20. - How many records of each type need migrated?

Answer – See response to question 13.

Question 21. - How many documents and sizes will need migrated?

Answer – See response to question 13.

Question 22. - Do you already have a preferred payment gateway?

Answer – The Airport maintains a contract with Chase Bank. Chase Paymentech is the in-house payment gateway.

Question 23. - What are the largest file sizes that will need to be stored?

Answer – See response to question 13.

Question 24. - Does content search of documents need to be available offline?

Answer – Offline storage search is a desired requirement. If your solution does not support that feature, please state that in your proposal.

Question 25. - What date do you anticipate having a completed and delivered solution?

Answer – The proposal should provide an achievable schedule for implementation based on your approach to the project. From the Airport's point of view an aggressive yet achievable schedule is the most desired situation. In any case, the airport believes that the project should be completed in less than a year.

Question 26. - Do you already own the devices? What type of devices do you plan on using?

Answer – What devices are you referring to? For field work the airport will likely adopt Apple iPads but this has not yet been finalized. Please provide any constraints to the mobile solution in your proposal.

Question 27. - Is the spellcheck on each field required on the mobile interface?

Answer - Spellcheck is a desired trait. If you are unable to provide it, please state the restriction in your proposal.

Question 28. - Do you have a list of information to be integrated with the other systems?

Answer – The exact list of information needed between systems will be determined when requirements are developed. Assume the most likely scenarios based on the system to be integrated.

Question 29. - Is the integration one-way or two-way?

Answer – Integrations are typically one way either originating in the permit system or terminating in the permit system depending on the integration. Generally speaking data entered into the permit system will be pushed to the integrated system and data needed by the permit system will be pushed from the originating system. There may be exceptions whereby a 2 way integration makes business sense. You may state your assumptions when proposing on the integrations.

NOTE: A copy of this addendum shall be acknowledged by appropriate signature and attached to the submitted proposal.

Company Name

Signed

Date

If you have any questions regarding this matter, contact during normal working hours (8:00 AM to 4:30 PM, Monday through Friday) at 972-973-4872 or at the email address of rcleveland@dfwairport.com.

Sincerely,

Kelly Cleveland

Kelly Cleveland
Procurement and Materials Management Department