



COLLIN COUNTY

Office of the Purchasing Agent
2300 Bloomdale Road
Suite 3160
McKinney, Texas 75071
www.collincountytx.gov

ADDENDUM NO. ONE (1)

LAND AND VITALS RECORD MANAGEMENT SYSTEM

RFP NO. 2019- 321

Effective: October 10, 2019

Add: Exhibit B – Pre-Proposal Meeting Notes

Add: Exhibit C – Pre-Proposal Sign In Sheet

Please note all other terms, conditions, specifications drawings, etc. Remain unchanged.

Sincerely,
Michalyn Rains CPPO, CPPB
Purchasing Agent

October 9, 2019 at 9:00 am

Pre-Proposal Meeting Notes

RFP# 2019-321, Land and Vitals Management System

V: - Vendor

CC: - Collin County

Disaster Recovery:

V: What is your definition of the Disaster Recovery requirement? Please clarify.

CC: We will need a Disaster Safe Plan in place. If something happens, we need to be able to pull the last document number. If proposing a cloud solution, solution will need to have a backup site.

V: RFP states (Exhibit A – Collin County SaaS Subscription Agreement) that servers must reside in TX. Is there a statute or requirement for this? Must this system reside in TX?

CC: This is a sample agreement. Final agreement will be negotiated with selected vendor. This is not a mandatory requirement. You can list any changes you would like to make to this agreement as an exception, see Section 7.0.

Demo Equipment:

V: Are vendors required to bring all of their own equipment/work stations for the demo? Will the County provide equipment such as scanners, monitors etc.

CC: Due to compatibility issues, the Vendor will need to bring their own equipment for workstations, etc.

V: Would the County consider going onsite to the vendor for the demo?

CC: Vendor would have to be close by.

Cloud vs On Premise:

V: Is there a preference for the County for Cloud vs on Premise solution?

CC: No preference by the County, if vendors have both options please submit both options for consideration and submit separately.

V: Please clarify how you would like us to submit separately.

CC: If you have different options, you can submit alternate proposals in ebid. If vendor has different options, make sure each option is clearly marked. If you propose different options and it changes your answers in Attachment A, please submit an Attachment A for each option.

Coop:

V: You mention Coops in your specs, is this a requirement?

CC: No, this is not a requirement but if you are on a coop please specify whether you are using coop pricing and let us know your coop info because we would like that information for possible future purchases.

Hardware/Server Environment:

V: Is Collin County requiring that vendors provide hardware such as servers and equipment for the environment needed?

CC: No, we have our own equipment but if your product works best on a specific brand, server, etc. please include that in your response. If you, as a vendor, host the hardware and environment please specify that on your submission.

Missing Person Alert:

V: Does the system need missing child alert integration?

CC: Yes, if a missing person alert such as an Amber Alert is issued, those documents are flagged with that alert.

Birth/Death Certificates:

V: Item 5.26.4, the specifications reference the need for a system where someone can request a birth certificate or death certificate and the document be put in a queue for retrieval by the County, please clarify.

CC: Currently, a manual process is being utilized, we would like to go to an electronic process that pulls the document information and puts the document in a queue so it is ready to process for the County when ready.

Question Response Time:

V: The deadline for questions is the 18th, what is the turnaround time for questions by the County?

CC: We try to have questions answered within two (2) days. Circumstances such as the volume of questions, additional information from departments, etc. may lead to longer processing times but we try to get all questions answered in a timely manner.

Current Document Volume:

V: How many documents are currently being filed each day?

CC: 650-800



Pre-Proposal Meeting Attendance List

Office of the Purchasing Agent
 Collin County Administration Building
 2300 Bloomdale Rd., Ste 3160
 McKinney, TX 75071

Project: 2019-321, Land and Vitals Record Management System

Meeting Date: October 9, 2019 @ 9:00 am

Facilitator: Sara Hoglund

Place/Room: Commissioners Courtroom

Name	Company	E-Mail
Kyle Charney	Kobile Technologies	Kyle.Charney@kobile.us
Dan Carlson	Kobile Technologies	Dan.Carlson@kobile.us
John Rickens	Tulsa-DPS	John.rickens@tulsa-dps.com
Kyle White	IT	white@co.collin.tx.us
Raymond White	IT	white@co.collin.tx.us
Sam White	IT	white@co.collin.tx.us
Shirley Hill	County Clerk's Office	shirley.hill@collincountytx.gov
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Carol Jean	County Clerk's Office	cjean@collincountytx.gov
Jacey Kemp	County Clerk	Skemp@collincountytx.gov
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