



Department of Procurement and Contract Compliance

RFP – R41060
For
Park and Recreation Enterprise Asset Management Software
System (EAMS)

Questions & Answers-Addendum No. 2

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Refer ALL Inquiries to:

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1. Questions and Answers Clarification – Addendum No. 2

The Unified Government of Wyandotte County and Kansas City Kansas hereby provides the answers to the questions from vendors regarding the RFP R41060-Park and Recreation Enterprise Asset Management System.

The Purchasing Division must inform you of the following:

Questions are listed in Black print.
Answers will be noted in Red print.

General Questions

1. Can we submit the proposals via email? **Answer: No, any proposals must be submitted in format as delineated in the RFP. Please refer to Article VII., Proposal Format for specific instructions.**
2. We have several successful projects that are relevant in scope, size and functionality. Would it be acceptable to submit references from those similar projects instead? **Answer: Yes, it would be acceptable to submit references from similar projects. However, there is a preference for references that are pertinent to asset management from municipalities/public entities that are similarly situated. For additional information, please refer to the RFP, Article II., Standard Proposal Information, Section 2.06, and Article VII. Proposal Format, Section 7.09.**
3. Would an authorized IBM Business Partner that can resell the IBM EAM Software be able to respond to the RFP or does the RFP require that IBM respond as the maker/owner of the IBM EAM Software? **Answer: The RFP does not require the Offeror to be the maker/owner of the software.**
4. Has the Unified Government participated in product demonstrations in the last 18 months? If so, which vendors did you see? **Answer: Unified Government staff have seen some software demonstrations/product interfaces and were provided brief explanation of features at the NRPA Conference in Dallas TX in October 2023 and PWX Conference in Atlanta GA this year from vendors as part of the tradeshow.**
5. Does the Unified Government have a budget allocated for the project? If so, please share the budgeted amount. **Answer: Yes, the Unified Government has a budget allocated for this project. However, the specific budget for this project has not been finalized yet. Therefore, price/cost will be considered in the selection of the successful proposal.**
6. How does the Unified Government track its assets and work today? **Answer: The Unified Government as a whole does not have a centralized Enterprise Asset Management System. However, a department has and is utilizing software called Lucity Asset Management System to track assets.**
7. Can you share which software solutions the parks department is using today? **Answer: Currently, the Parks and Recreation Department is using CivicRec for recreation management and some limited usage in Lucity for asset management.**

8. Which consultant did the Unified Government work with a consultant to build RFP requirements, and what will their role be during the evaluation of proposals? **Answer: The Unified Government did not use consultants. This RFP was created and built through a collaboration of departments within the government (i.e., Parks and Recreation, Public Works, Performance and Innovation, and Technology Services).**
9. Are you open to vendors that can provide optional value-added solutions for Parks and Recreational departments in addition to EAMS? If so, how would vendors that can provide optional solutions be evaluated among vendors that only provide EAMS? **Answer: Yes, the Unified Government is open to vendors providing optional value-added solutions. However, the RFP Evaluation Committee can only evaluate and select the proposed solution based on the selection criteria presented in the RFP, Article VIII, Evaluation and Selection, Section 8.01.**
10. Does the Unified Government of Wyandotte County and Kansas City, Kansas have any preference of cloud infrastructure provider? **Answer: No, the Unified Government does not have a preference of cloud infrastructure provider. However, the Unified Government will be open to explore cloud infrastructure options provided/recommended by the Offeror.**
11. Does the Unified Government of Wyandotte County and Kansas City, Kansas prefer any type of mobile device/platform? Is there any type of mobile device/platform currently in use? **Answer: No, the Unified Government does not have a preference regarding the mobile device/platform and will explore mobile device/platform based on the Offeror solution specifications, compatibility, and recommendation.**
12. Whether companies from Outside USA can apply for this? (from India or Canada) **Answer: Yes, this RFP does not restrict companies from outside of the USA from applying/submitting a proposal.**
13. Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada) **Answer: Yes, this RFP does not restrict companies from performing tasks outside of the USA. However, if tasks are needed to be conducted onsite, it is expected that the Offeror will perform those respective tasks appropriately.**
14. When was the last assessment of assets conducted and which assets were assessed? **Answer: There were a number of assessments conducted for the Parks & Recreation Department's assets. Those assessments were for a 2017 Master Plan, 2023 Recreation Feasibility Study, and 2023 Parkwood Pool Assessment.**
15. What is your level of confidence in the asset data you have today? **Answer: Currently, the department's level of confidence in the asset data is at a medium level.**
16. What assets are mapped in GIS? **Answer: Currently, the Unified Government has mapped Park Buildings, Facilities (community centers), Park Fields (softball, tennis courts), Furniture, Grounds, Playgrounds, Park Structures (gazeboes, shelter, baseball dugouts, boat dock, trails) in our GIS (ESRI).**
17. Does the Unified Government intend to expand the selected solution to other Unified Government departments in the future? If so, which departments? **Answer: The Unified**

Government intends to select a solution that can address the current and future needs of the Parks and Recreation Department. Our organization is also interested in any opportunities regarding software solutions that has the ability to scale up to address possible future needs of other departments within the Unified Government.

18. Do all similar projects have to be specific to parks and recreation or would similar types of deployments at education or other government entities that involve reservations and have similar characteristics, but their assets may differ. For example, an educational entity typically has sports fields and park like environments which have irrigation, green/other space, areas for reservation, etc...but not a golf course. They would also have equipment like mowers, landscaping tools, vehicles (not a fleet of golf carts though). Would some projects of a similar nature but not park and recreation specifically be acceptable. **Answer: No, the Offeror may submit references for similar projects that may be from other governmental entities. Please refer to the RFP, Article VII. Proposal Format, Section 7.09 Experience and Qualifications.**
19. Under Section 1.02 please fully define what is required, what are expectations of:
- a. Document Management **Answer: There is no expectation. The purpose of this listing is to provide a list of functions/and or modules that from our perspective would be assumed to be part of an asset management system.**
20. Under Section 6.02 please fully define what is required, what are expectations of:
- a. Stress test of the solution to ensure it meets the overall throughput and transaction speed requirements. As we are proposing a SaaS solution, the performance will be completely subject to internet speeds at the end user device location, and/or the end user devices themselves. **Answer: Yes, if your software is a SaaS solution, we concur that the performance will be subject to internet speeds at the end user device location.**
21. Section 7.01 states a 30 page limit:
- a. It is unclear to us what is included within the 30 pages and what is not counted against the 30 pages.
Answer: Any supplemental material beyond Section IX Attachments (9.01, 9.02 and 9.03) will not be included in the 30-page limit. In another words, there is a requirement for Offerors to submit 3 separate envelopes/uploads. Those three envelopes/uploads are titled Proposal, Requirements, and Financial/Cost Proposal. The 30-page limit applies to the Proposal document only. Please note, any pages beyond the 30 pages of the Offerors proposal will not be reviewed or included in the evaluation process. Any other documentation such license software agreements, etc. may be submitted later in the RFP process if requested by the Unified Government.
22. It is unclear to us as to what format electronic files can be submitted in, we prefer PDF.
Answer: An Offeror may submit a complete copy of its response on the Unified Government's e-procurement site which can be accessed at:
- <https://purchasing.wyockck.org/eProcurement>. Please provide your response into three (3) separate uploads clearly named "Proposal", "Requirements" (in Microsoft Excel format), and "Financial/Cost Proposal".**

In addition, please note that Article IX, Attachments, Section 9.03, RFP Requirements Final Microsoft Excel Spreadsheet, Tab 1 and Tab 2, must be returned as a stand-alone file in a non-secured Microsoft Excel Spreadsheet format. However, the Unified Government will accept the “Proposal” and “Financial/Cost Proposal” in PDF or Word format only.

23. Under Section 7.10

a. “What percentage of the overall software cost is the support and maintenance?” – How can we define this if we do not know how much support the Unified Government will ask for once the system is live? Maintenance is also an unknown depending on required bug fixes, updates that are outside of the control of software provider, etc.? **Answer: Please provide information including pricing regarding the level of support packages (i.e. platinum, gold, silver, etc.) that your company offers to customers.**

b. We do not see any required interfaces that the RFP states are necessary, please confirm? **Answer: Please review the required interfaces listed in Section 9.03 P&R EAMS Requirements, R. Integration/Interfaces.**

c. We do not see any requirement for any source/legacy data conversion/migration, please confirm? The RFP notes any that we may recommend? The RFO provides no information as to what existing data is available. **Answer: Please review 9.03 P&R EAMS Requirements, V. Implementation which speaks to requirements regarding data conversion, and data cleansing, etc. Please provide the best estimate of a standard data cleansing, and data conversion services that your company offers.**

24. Did the Unified Government work with any consultant on the preparation of this RFP? Are they allowed to bid if so? **Answer: No, the Unified Government did not work with any consultants on the preparation of this RFP.**

25. Will the County provide a complete list of asset types? For example, for a restroom, will the County track the restroom to get greater granularity on sinks, toilets, lights, etc.? A pool would also track the filter as a separate asset. We are trying to better understand the level of assets the County is looking to track. **Answer: The Unified Government will be in a better position to provide a complete list of asset types once an Offeror has been awarded the contract and during the planning phase for this project. For initial information, please review the RFP which delineates a number of assets/amenities in the RFP, Article I. General Information, Section 1.02 Purpose and Article V. Background Information, Section 5.01 Overview.**

26. Ability to provide a modeling tool to support predictive analysis of asset infrastructure. Can you elaborate on the use of the modeling tool? Are you looking for a dashboard-style modeling tool or in-depth financial modeling? **Answer: It is the Unified Government’s understanding that this requirement speaks to utilizing a modeling tool to help predict and prevent failures of critical equipment/asset. The Unified Government is open to either dashboard style and/or financial modeling and/or new tools in the marketplace that will be the most user-friendly modeling tool available as possible.**

27. Ability to calculate remaining useful life based on user-defined useful life reference tables.

Can you give examples of assets that you need for the useful life to be auto determined?

Answer: Please note, the list below is only an example not an all-inclusive list. For instance, useful life assets examples that are to be auto determined could include:

- a. Office Furniture
- b. Information Systems Equipment (i.e. computers, etc.)
- c. Lawn Mowers
- d. Physical Exercise Equipment
- e. Office Lighting Fixtures

The Unified Government will defer to the Offeror's expertise/recommendation and your software solution's functionality.

28. Does the solution have tools to complete capital forecasting based on asset status and work history? Answer: This requirement that is listed in Section 9.03 P&R EAMS Requirements is inquiring if the Offeror has this type of tool or functionality within the solution.

29. Ability to capture and maintain asset purchase and replacement costs. Do you want the system to determine automatically or manually? Answer: The Unified Government would like to review solutions that provide options to capture and maintain asset purchases and replacement costs both automatically and manually.

30. Ability to capture asset failure information. Do you want the system to determine automatically or manually? Answer: The Unified Government would like to review solutions that provide options to capture asset failure information both automatically and manually.

31. Do you require that the awarded vendor be headquartered in the United States? Answer: No, the Unified Government does not require that the awarded vendor to be headquartered in the United States.

32. When does the WKCO/KCK intend to make a contract award? Answer: Based on a number of unknown, in terms of the completion of the milestones during the RFP process, it is challenging to determine when a contract award would be extended. However, based on the current pace and estimation, the UG would like to make a contract award by the end of the year or Q1 of 2025.

33. What is the anticipated project start date and desired go-live date for the solution? Answer: At this point, based on a number of unknown in terms of the completion of milestones during the RFP process. We would anticipate the project start date and go-live date would be as soon as possible after the contract is awarded, negotiated, and agreed to by both parties.

34. The RFP states that proposals must be tabbed. If we choose to submit our proposal electronically, are electronic proposals required to have tab pages? If so, can you please confirm that the tab pages will not count toward the page limit? **Answer: No tab pages are required for proposals that are submitted electronically. However, if an Offeror chooses to create a Table of Contents, and Tab Pages for their proposal (hard copy or electronic), those tab pages will not count toward the page limit. Tab Pages will be considered as separators for each section. The tab page requirement is meant for hard copy proposals to assist the reader to find the exact information needed.**
35. Does the WYCO/KCK use MS4 for stormwater inspections? **Answer: Activities relating to the MS4 program are tracked by Public Works in Central Square's Enterprise Asset Management system.**
36. Does the CMMS Solution need to be FedRamp compliant? **Answer: FedRamp compliance is not required or not a requirement for this RFP. However, the Unified Government would consider a software solution that is FedRamp compliant.**
37. Is minority-owned business participation required? MBE/WBE as an example. **Answer: No, this RFP does not require participation from a minority/women/veteran/or disadvantaged firm.**
38. What are the expectations regarding data migration from the legacy systems? Examples: **Answer: The Unified Government expects that the selected Offeror will provide guidance and assistance as the data migrated from the legacy system to the new system.**
39. Is there an expectation to move all historical transactional data for work orders, purchase orders, labor hours, parts used, etc.? **Answer: At this time, there is no expectation to move all data fields from historical transactional work orders, purchase orders, labor hours, parts used, etc. into the new system.**
40. Is there an expectation of project work to be conducted onsite, remote, or hybrid? This impacts overall expense costs associated with the project. **Answer: At this time, the Unified Government does not have an expectation of project work to be conducted onsite, remote, or hybrid. However, the Unified Government expects the Offeror based on their experience to offer the best options for the project work to be completed. In addition, the Unified Government expects that the Offeror will provide the various pricing options/proposals for onsite, remote, and hybrid deployments.**
41. Will the Unified Government WYCO/KCK be providing a full-time project manager for this effort? Shall we include project management services in our response bid? **Answer: The Unified Government anticipates providing a project manager to assist with the deployment of this software solution.**

42. Does the Unified Government WYCO/KCK currently have custom reports that will need to be migrated or re-designed to the new system? **Answer: Currently, there are no custom reports that will need to be migrated or re-designed into the new system.**
43. What is the total number of environments preferred by the Unified Government WYCO/KCK for the CMMS application? Typical is 3 (Development, Test, and Production). **Answer: The Unified Government prefers the typical of 3 environments (i.e. Development, Test, and Production).**
44. Should data remediation, cleansing, and normalization be considered as part of the RFP response? If so, can a total asset count & parts count be provided? **Answer: Yes, please include data remediation, cleansing, and normalization part of your RFP. Please ensure that these costs can be separated easily if not selected or needed. Unfortunately, we are not in a position to provide you with a total asset count & parts count until both parties (UG & selected Offeror) are able to have additional discussions.**
45. Please confirm no Computer-Based Training is required. Is standard application/user training acceptable in a Train-The-Trainer approach? Is there a preference for training to be conducted on-site or remote? **Answer: There is no requirement for Computer Based Training. Section 9.03 EAMS P&R Requirements poses the questions to ascertain how training is conducted by your organization. Standard application/user training may be acceptable in the Train-The-Trainer approach. This approach is going to be dependent on the capacity and availability of resources at that time. At this time, there is no preference for training to be conducted on-site or remote, however, the Unified Government would like both options/costs presented for consideration.**
46. Is the budget slated for this solicitation able to be shared? **Answer: Currently, the specific budget for this project has not been finalized yet. However, price/cost will be considered in the selection of the successful proposal.**
47. Will the Unified Government WYCO/KCK consider an extension to the delivery date given that responses to these questions will be provided so closely to the existing delivery date? **Answer: The Unified Government has provided an extension to the delivery date from October 17th to October 24th.**

Software

1. Do you intend to barcode all mapped assets, or are barcoded assets tied to specific locations and/or asset types? Could you elaborate on the scale of this requirement? **Answer: The Unified Government intends to bar code all appropriate mapped assets, capture and track all appropriate assets. However, the organization will defer to the Offeror's expertise, and recommendations, and knowledge regarding best practices in the marketplace.**

2. Are all functionality listed in Section 9.03 (EAMS Requirements) required/mandatory? Can the Unified Government provide a list of mandatory requirements if they are not all mandatory? **Answer: Due to the numerous requirements listed, please refer to Section 9.03 EAMS Requirements for all mandatory and preferred requirements. Please note that all requirements listed in Section 9.03 EAMS Requirements may use words within the language of the requirements such as “System shall”, “must”, or “should”. The use of these words would be considered required/mandatory.**

Integrations

1. Is the Unified Government open to a phased approach for integrations? Or do all integrations need to be completed prior to the go-live/launch date? **Answer: Yes, the Unified Government is open to a phased approach for integrations. However, our organization would like to defer to the Offeror’s expertise as to when the integration should be phased or integrated with their solution.**
2. Considering Lucy's functionality and similarities to RFP requirements, could you elaborate on the purpose of the integration? **Answer: At the creation of this RFP the Unified Government was under the impression that Lucy would need to be integrated into the new asset management system. However, the Unified Government has learned over time that this integration may no longer be needed.**
3. If the new system does not replace Lucy, could you elaborate on the integrations with Lucy? **Answer: The plan is to have a new software solution as the source of record/database for all of the Parks & Recreation’s assets. At this point, there appears to be no business need to integrate with Lucy.**
4. What data will need to be exchanged between the new system and Lucy? **Answer: At this point, based on the current approach, there appears to be no business need to exchange information between the new system and Lucy.**
5. What is the System name and version? **Answer: From our interpretation of this question, it appears that this question is related to a possible integration of systems. Therefore, those possible systems and versions that this project may attempt to integrate are:**
 - a. ESRI/ArcGIS – version 10.81
 - b. Workday ERP – no version
6. Is this a one way or two-way data exchange? **Answer: In order for the Unified Government to answer this question, we would need to have further discussion with the selected Offeror to determine the appropriate data exchange (i.e. one or two ways). However, in order to capture the highest cost of the project, please provide the price for a bi-directional integration.**
7. What is the sync frequency? **Answer: In order for the Unified Government to answer this question, we would need to have further discussion with the selected Offeror to determine**

the appropriate syncing (i.e., real time, 5-minutes, weekly, biweekly, or on demand, etc.) intervals. However, in order to capture the highest cost of the project, please provide the price for a highest sync frequency.

8. What data points are exchanged? *Answer: In order for the Unified Government to answer this question, we would need to have further discussion with the selected Offeror to determine the specific data points that the department would like to exchange.*
9. What is the goal of the integration? *Answer: The goal of integration from the Unified Government's perspective is to bridge the different systems (i.e., ESRI/ArcGIS, and Workday ERP) into an integrated solution for the organization.*
10. Does the integration require real-time data transfer or batch imports? *Answer: If integration is needed between systems, the Unified Government will work with the Offeror during the appropriate planning activities to determine if a real-time data transfer or batch import is required.*
11. How many expected integration points are there? Are they all bidirectional integrations? *Answer: Based on what is known at this time, there appears to be about 1 to 2 integration points. In addition, it is not known if the integration will need to be one-directional or bidirectional. It is believed that the Unified Government will be in a better position to decide if the integration will need to be bidirectional based on the future needs of the department, and the respective software solutions' functionality and capabilities.*
12. What integrations does the County wish to have priced into the response? Based on the Requirements matrix it appears that an integration with Lucity Asset Management system, Workday Enterprise Resource Management System, and Esri GIS at the only required integrations. If proposer is intending to replace the functionality of Lucity Asset Management system with its proposed solution, does an integration still need to be priced? *Answer: The Unified Government would like the Offeror to price the following integrations (e.g. Workday ERP, ESRI). This also depends on the Offeror's software solution. For instance, there may be no need to quote an integration with ESRI if the Offeror's software solution has robust GIS functionality within the product.*
13. Ability to assign a condition rating to an asset based on user observations and weightings. Are you looking for third-party integrations for condition ratings? For example, PACP? Or manual entry of ratings in the system? *Answer: The Unified Government will defer to the Offeror on how the respective requirements are met. The condition rating can be met within the existing software or by third-party integrations. We request whichever approach that the Offeror proposes is indicated in the Notes column within the appropriate category/module and requirement within Section 9.03 P&R EAMS Requirements document.*
14. Please confirm the number of integrations associated with this RFP. Additionally, the number of touchpoints per integration if possible and the integration directions. *Answer:*

Based on what is known at this time, there appears to be about 1 to 2 integration points. Currently, it is not known if the integration will need to be one-directional or bidirectional. It is believed that the Unified Government will be in a better position to decide if the integration will need to be one-directional or bidirectional based on our discussions and your respective software solution's functionality and capabilities.

Users

1. What is the total number of concurrent users and the roles for each user type (Admin, Field User, Reporting, Requesters)? *Answer: At this point, there is a level of uncertainty due to the majority of software vendors tending to have different definitions for each user and/or role type. However, we believe that the organization may need to start with approximately 5 Admin Users with an initial rollout of 1 to 15 Field Users. Then once a solution is implemented, the organization may need to move from the initial rollout of 15 Field Users to 50 - 60 for daily workorder tracking.*
2. It appears the agency has 94 full time users for the initial project. Does the agency anticipate that to grow over the length of the contract. Should our pricing factor in some growth in those teams? *Answer: At this time, the Unified Government is not in the best position to predict the level of staffing over the length of the contract but would like to see an Offeror's best pricing/cost proposal given the information that is currently provided in the RFP.*
3. What is the number of users? *Answer: At this point, there is a level of uncertainty due to the majority of software vendors tending to have different definitions for each user and/or role types such as concurrent, named, or active user licenses, and roles (i.e. Administrative, Field, Reporting, and Requesters). However, if we use the aforementioned roles, we believe that the organization may need to start with approximately 5 Admin Users with an initial rollout of 1 to 15 Field Users. Then once a solution is implemented, the organization may need to move from the initial rollout of 15 Field Users to 50 - 60 for daily workorder tracking.*
4. How many named end users of the system will be required? i.e. Named user logins required? *Answer: From our interpretation of the question, we believe that the number of end users based on the RFP could possibly mirror the Full-Time Equivalent (FTE) count for the Parks & Recreation Department. Please see the RFP, Article V. Background Information, Section 5.01 Overview for the department's information regarding FTE count. However, in regard to the number of named user logins required, this is a challenging question to answer precisely at this time due to the not knowing the Offeror's software user role/license type structure (i.e., Administrative, End User, Field, etc.).*
5. Please provide a list of users that will require system access by role to estimate licensing. *Answer: A list of users will be provided to the Offeror at the appropriate time. In our experience, this level of information is provided after the Offeror has been awarded the contract and during the implementation (planning/configuration phase) of the project.*

Data Migration

1. What information is the Unified Government interested in migrating into the new system?
Answer: At this time, the plan is to migrate all Parks and Recreation Department related asset information into the new system
2. If work order history will be migrated, is it basic/summarized or detailed transactional data (i.e., labor transactions, inventory, purchase materials, etc.)
Answer: If work order history is migrated, we believe that the data would be under the basic/summarized category such as task, date, and employee.
3. How many historical work orders will need to be migrated?
Answer: At this time, the Unified Government does not know the number of historical work orders that will need to be migrated into the new software system.
4. What format is the current data in?
Answer: The current data from our understanding exists as feature classes in our geodatabase. However, we would likely publish feature layers to use in the new Asset Management software.
6. Are there any known data quality issues that must be addressed before migration?
Answer: At this point, we believe that the known data quality issues are that there is minimal and inconsistent data regarding existing workorders.
7. Could you provide a sample of data that will be migrated?
Answer: At this time, the Unified Government is not in a position to provide a sample file of data. However, we may be able to provide a sample file to Offerors that have progressed to the next step (onsite software demonstrations) in the RFP process.
8. Has the WKCO/KCK/Park and Rec seen demos from vendors in the last 12 months?
Answer: Unified Government staff have seen some software demonstrations/product interfaces and were provided brief explanation of features at the NRPA Conference in Dallas TX in October 2023 and PWX Conference in Atlanta GA this year from vendors as part of the tradeshow.
9. Has the agency (Parks & Recreation) met with and/or seen demos from other vendors? If so, who were the other vendors?
Answer: Unified Government staff have seen some software demonstrations/product interfaces and were provided brief explanations of features of those products at the NRPA Conference in Dallas TX in October 2023 and PWX Conference in Atlanta GA this year from vendors (CityWorks/Trimble, and Cartegraph/OpenGov) as part of the tradeshow.

Data Conversion

1. What is the system name? **Answer: If a data conversion is needed, the data would be converted from a system called Lucity by Central Square.**
2. What is the quality of the data? **Answer: At this point, we believe that the known data quality issues are that there is minimal and inconsistent data regarding existing workorders.**
3. What data will be converted, i.e., work, cost history, inspection history, request history, etc.? **Answer: If data conversion is needed, the Unified Government expects to have discussions with the selected Offeror to determine what data should be converted based on the quality of the data, data availability, etc.**
4. What assets would need to be in this project? **Answer: The Unified Government will be in a better position to provide a complete list of asset types once an Offeror has been awarded during the planning phase of the project. For initial information, please review the RFP which delineates a number of assets/amenities in the RFP, Article I. General Information, Section 1.02 Purpose and Article V. Background Information, Section 5.01 Overview.**

Mobile Equipment

1. Does the Unified Government of Wyandotte County and Kansas City, Kansas prefer any type of mobile device/platform? Is there any type of mobile device/platform currently in use? **Answer: The Unified Government does not have a preference on specific mobile device /platform. Our organization has used both Android and IOS mobile devices. The only preference/limitation will be based on the software solution's specifications, compatibility, and the Offeror's recommendation.**

Event Reservation

1. What payment merchant service do you currently use to process payment for events? **Answer: The payment merchant is a 3rd party merchant of the CivicRec Software solution.**
2. Section 5.01 Overview describes the anticipated full-time users, department amenities. The spreadsheet of EAMS requirements D #25 says "The System shall have the capability for reservation, scheduling and payment processing and various resources and events". Do you envision that only the full-time users would be doing reservations, or do you anticipate other populations, such as the public, doing reservations. For example- do you see the public directly reserving shelters, softball fields, banquet halls? **Answer: Please disregard this requirement. This requirement was included in error. The department already has a software solution that addresses these specific needs and requirements regarding event reservations.**

Contractual

1. The RFP states that the “following terms and conditions (Article 4) must be agreed to by the successful

Offeror and are hereby made a part of the contract entered into between the Unified Government and the successful Offeror, unless specifically modified in writing.” If we wish to make modifications, is a redline to the “Required Contractual Terms and Conditions” acceptable? If so: **Answer: No, redlining the “Required Contractual Terms and Conditions” before the Offeror has been selected and extended the award by the Unified Government is not considered acceptable. The Unified Government expects that redlines to contractual terms and conditions will occur after the Offeror has been selected and awarded the contract toward the end of the RFP process.**

- a. Will the Unified Government WYCO/KCK provide a Word version of the “Required Contractual Terms and Conditions”? **Answer: The Unified Government would provide a Word version of the “Required Contractual Terms and Conditions” after the Offeror has been selected and awarded the contract which occurs toward the end of the RFP process.**
- b. Will the redlines be excluded from the solicitation response page limit? **Answer: It is expected that redlines to the “Contractual Terms and Conditions” would occur after the Offeror has received the Notice of Award which occurs toward the end of the RFP process (not in the beginning of the RFP process).**

R41060

Enterprise Asset Management System

ADDENDUM No. 2

FAILURE TO SIGN BELOW WILL DISQUALIFY OFFEROR'S PROPOSAL

Please sign and date this amendment and return it, along with your proposal.

NAME/BUSINESS: _____

ADDRESS: _____

MAILING ADDRESS: _____

CITY: _____ **STATE:** ____, **ZIP CODE:** _____

PHONE: () - _____ **EMAIL ADDRESS** _____

ATTENTION OF: _____

TITLE: _____

SIGNED: _____

DATE: _____

All questions should be directed to Purchasing Department
Kelly Regan@ kregan@wycokck.org