

Addendum No. 1 to IFB #19-45



CITY OF SOMERVILLE, MASSACHUSETTS
Department of Purchasing
JOSEPH A. CURTATONE
MAYOR

To: All Parties on Record with the City of Somerville as Holding IFB #19-45
SomerStat Data Dashboard

From: Thupten Chukhatsang

Date: 3/28/2019

Re: Questions and Answers
Attachment: Revised Reference Form

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Please acknowledge receipt of this Addendum by signing below and including this form in your proposal package. Failure to do so may subject the proposer to disqualification.

NAME OF COMPANY / INDIVIDUAL: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE/FAX/EMAIL: _____

SIGNATURE OF AUTHORIZED INDIVIDUAL: _____

ACKNOWLEDGEMENT OF ADDENDA:

Addendum #1 _____ **#2** _____ **#3** _____ **#4** _____

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Questions & Answers:

- 1. The references specify municipal clients only, is that intentional, and should we (if we don't have any former municipal clients) not submit private sector references?**

Answer: No, municipal references are not requirements of this RFP. Feel free to submit any private and/or municipal references that you feel is relevant. Please use the edited reference form attached with this addendum.

- 2. Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada)?**

Answer: The RFP involves in-person or online meetings to review existing data and share prototypes. This could be done through screen sharing but in-person is preferable.

- 3. Do you have license to any specific or dashboard tools and technologies? What is your Preference on Dashboard tools? Are you willing for a cloud hosted version?**

Answer: The City of Somerville has multiple licenses for Tableau. There is no preference for the dashboard tools. Cloud hosted is fine but the final product will be handed over to the City.

- 4. Can you confirm the number of power users or report creators – those who will be administrators and creating dashboard/reports and determining access?**

Answer: There are six individuals in the organization who would likely participate in updating the dashboard.

- 5. What are the different types of RDBMS and unstructured data source that are part of the ecosystem? What types of data does the existing system have?**

Answer: The current systems access data from FTP, REST APIs, local files, and a Microsoft Access database.

- 6. What are the different types of datasets that flows from source system?**

Answer: The current system uses .csv data

- 7. What types of dashboards are you anticipating to see?**

Answer: Refer to the existing dashboard for an example.

- 8. Which operating systems do you support? What does your current data integration infrastructure look like? How many CPU? How much RAM? Storage?**

Answer: I'm not sure this is a relevant question – the RFP does not call for changes to our data infrastructure.

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- 9. The “somervillema.gov/dashboard/daily.html” is not working can you please send us alternative links to know more about the dashboards?**

Answer: <http://go.somervillema.gov/dashboard/daily.html>

- 10. How many dashboards is city of Somerville expecting to deliver within the established timeline?**

Answer: One (1) narrative dashboard.

- 11. How many “authorized users” are anticipated? How many “power users” should be provisioned for?**

Answer: Six (6) users.

- 12. What is the required number of Environments for the Product (Dev, QA, Prod)?**

Answer: Just the live version, but a development or test environment may be helpful.

- 13. Can you provide a list of all source systems that have data for this dashboard effort?**

Answer: QAlert, CitizenServe, MS Access.

- 14. Can you provide an architectural diagram of current systems, how they’re related, and what platforms the underlying data is stored (flat files, RDBMS, Web, NoSQL etc.)?**

Answer: All existing data sources are standalone software.

- 15. Will dashboards need to be ported to all device types? Cellular, Tablet, Desktop/laptop?**

Answer: The dashboard should be legible from a variety of devices.

- 16. Can you please guide us with the attachments that need to be attested in the response document? What does Form and Contract Number mean in the attachments?**

Answer: The Form and Contract Number on the top of most forms can be left blank. If you have any specific questions in regards to the forms, please feel free to call the procurement manager, Thupten Chukhatsang at 617-625-6600 x3412.

- 17. What is the purpose of Vulnerable Road Users Ordinance certificate is it wrongly typed? If not, can you please guide us in filling out the details?**

Answer: The Vulnerable Road Users Ordinance Form will simply need to be signed and acknowledged even if it does not apply. There is a section which allows you to select non applicability.

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18. Is the city of Somerville anticipating any support or maintenance for the proposed project?

Answer: A user guide or update manual/wiki is required for this RFP.

19. Can we submit the proposals via email?

Answer: No. The City will only accept sealed proposals as specified in *Section 1.3 Submission Instructions*.

REFERENCE FORM

Bidder: _____

BID#/ Title: _____

Reference: _____ Contact: _____

Address: _____ Phone: _____

_____ Email: _____

Description and date(s) of supplies or services provided: _____

Reference: _____ Contact: _____

Address: _____ Phone: _____

_____ Email: _____

Description and date(s) of supplies or services provided: _____

Reference: _____ Contact: _____

Address: _____ Phone: _____

_____ Email: _____

Description and date(s) of supplies or services provided: _____
