

ADDENDUM 1 QUESTIONS and ANSWERS

Date: August 15, 2016

To: All Bidders

From: Gayle Dietz, Buyer
Nebraska Department of Correctional Services

RE: Addendum for Request for Proposal Number 86423-O3
to be opened September 01, 2016 at 2:00 p.m. Central Time

Questions and Answers

Following are the questions submitted and answers provided for the above mentioned Request for Proposal. The questions and answers are to be considered as part of the Request for Proposal. It is the Bidder's responsibility to check the State Purchasing Bureau website for all addenda or amendments.

<u>Question Number</u>	<u>RFP Section Reference</u>	<u>RFP Page Number</u>	<u>Question</u>	<u>State Response</u>
1.	DD Administration – Contract Termination	17	Section DD Administration – Contract Termination, says “all records that are the property of the State will be returned to the State.” What records would the Contractor receive from that State that would need to be returned?	The contractor will not receive any records from the State of Nebraska.
2.	Section IV Paragraph (D) – Payment Schedule	29	Does NDCS desire a single consolidated invoice with line items for each facility, or should the Contractor provide separate invoices for each facility? Similarly, does NDCS want the total amount split evenly by the total number of facilities (such that each facility pays the same regardless of terminal count), or split by terminal count so the amounts vary by facility?	A single consolidated invoice with line items for each facility and split by terminal count at each facility.

3.	Form A	30	Form A Bidder Contact Sheet, refers to “a presentation/demonstration, if required.” Does NDCS intend to request a demo of the bidder’s proposed services? If so, when would the demo take place, during the evaluation period from Sept. 6 to Sept. 9 (referenced in the Schedule of Events on RFP page 1)?	No demonstration will be required by the vendor.
4.	I. Scope of the Request for Proposal and Form C – Cost Proposal	1 & 32	<p>On page 1, the solicitation indicates that “A contract resulting from this Request for Proposal will be issued for approximately a period of two (2) years effective the date of award. The contract has the option to be renewed for two (2) additional two (2) year periods” (potentially a six-year contract term). The Cost Proposal provided on page 32 appears to provide a place for pricing for only the first year of the potential contract term.</p> <p>It is standard industry practice for online legal research vendors to receive a modest increase in each option year of a contract to cover the costs of doing business (e.g., costs of labor, database development, database maintenance, overhead and numerous other costs). Can NDCS please advise as to how/where bidders should provide pricing terms for the other years of the proposed six-year contract term?</p>	Refer to Section SS. PRICES on page 22-23 of RFP.

5.	IV. Project Description and Scope of Work, Paragraph B3	28	<p>The solicitation indicates that there is a requirement for “39 total simultaneous devices/users”. Can you confirm this bidder’s understanding that NDCS wants access to a web-based law library database on 39 specific workstations/devices across eight NDCS facilities? For example, access would be made available on 10 specific workstations/devices at the Nebraska State Penitentiary (NSP) facility even if NSP has more than 10 workstations/devices accessible to inmates. Please advise.</p>	<p>Yes, thirty-nine (39) specific devices across eight (8) NDCS facilities.</p>
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This addendum will become part of the proposal and should be acknowledged with the Request for Proposal.