ADDENDUM ONE QUESTIONS and ANSWERS

Date: March 26, 2021

To: All Bidders

- From: Annette Walton, Buyer AS Materiel State Purchasing Bureau (SPB)
- RE: Addendum for Request for Proposal Number 6494 Z1 to be opened April 5, 2021 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.

Question Number	RFP Section Reference	RFP Page Number	Question	State Response						
1.	Cost proposal Option 2 and Option 3		Option 2 and 3 include requirements for forms with stickers. Is there a place on the cost proposals (both option 2 and option3) to include costs?	Please see Attachment 2 Revision 1 Option 2 -Cost Proposal and Attachment 2 Revision 1 Option 3 -Cost .					t Proposal and	
2.	V.A.	30	Date of Completion is listed as July 21, 2021. Is this a realistic completion date?	CSI understands the requested completion date of July 21, 2021 is aggressive. CSI wants to communicate a sense of urgency within the RFP package and intend to implement this new system for our next new plate run. Thus CSI will evaluate all conforming proposals, utilizing proposed timelines as one part of the criteria. Implementation timeline will be agreed upon during contract finalization.				urgency within system for our all conforming part of the		
3.	V.F.1.d	34	Table of Volumes: The quantities for the year 2024 do not look to be in line with other years. Can you please confirm they are correct?	V.F.1.d. will be deleted and replaced with the following:						
					Year	U of M	Graphic	White	Overlay	Motorcycle
					2020	Ft	270000	90000	360000	4500
					2021	Ft	270000	135000	405000	9000
					2022	Ft	810000	720000	1530000	22500
					2023	Ft	720000	180000	900000	13500
					2024	Ft	180000	65000	245000	10800
					2025	Ft	315,000	90000	405000	5000
					2026	Ft	297000	100000	397000	5000
					2027	Ft	297000	135000	432000	10000
					2028	Ft	900000	720000	1620000	25000

4.			On the number printers, you have listed the volume per hour. Can CSI provide the # of hours per day and# of days per year that the machine will be required to run?	CSI understands the desire to establish a shop schedule and number of work hours, so annual estimates can be adjusted to properly quote the size and quantify of license plate graphics printers. While CSI always tries to anticipate a normal work schedule, our work environment is so dynamic that this is not the best choice for determining equipment throughput. Having the system sized with the overall capability to print, 4000 - 12" x 6" plates per hour at 800 x 400 dpi resolution matches other parts of our production systems. It will then be up to CSI to vary staffing and hours to meet our fluctuating production demands."
5.	K. Technical Requirements Option 2 Fulfillment System	Page 41 Attachment 2 Cost Proposal Opt 2 LP Fulfillment Attachment 3 Cost Proposal Opt 3 Print Line and Fulfillment	For option #2 Fulfillment System, the RFP lists numerous validation sticker requirements and indicates forms requiring either one, two or four validation stickers. However, in the Option #2 pricing sheet, there are no line items for pricing registration forms with validation stickers or for other consumables such as thermal transfer ribbons. Is it Nebraska's intent that the Option #2 vendor will supply the registration forms with validation stickers and other consumables for both the fulfillment and branch office locations? If so, we request that you please update the option #2 and option #3 pricing sheets to reflect the various registration form/sticker	Please see Question 1.CSI requires the receipt with validation sticker to be a blank form with one sticker, Each variant would then print the appropriate number of forms. The quantities of stickers are included to estimate anticipated form volumes.

			configurations and other consumables to be priced.	
6.	General Question		We respectfully request a 3- week extension for proposal submission, until the week of April 26, 2021, to submit a complete, thorough, responsive proposal.	See Addendum Two – Revised Schedule of Events
7.	Section V.A	30	Could the State clarify its definition of "expected completion date"? Is this the "go-live" date for the solution?	Please see Question 2.
8.	Section V.J.2.b	40	This section states "The hardware shall be owned by the State and serviced by the Contractor." Is the State interested in a per-transaction pricing model which eliminates the capital expenditure requirements of buying and maintaining the equipment?	CSI will own all hardware and software and is not interested in a per item transaction fee based approach.
9.	Section V.G.1	35	Section V.G.1 states: "This shall include the ability to import Bit map files for the graphics, batching and sequencing of the production runs, work order generation, completion and invoicing scripts within JD Edwards E1." Could the State clarify this requirement? Is all information (bitmap files, batching and	This refers to the contractor software solution for printing the license plate graphics.

			sequencing of production runs, work order generation, etc.) intended to be stored in the JD Edwards system on a per plate basis? Or does this refer to the Contractors software?	
10.	Section(s) V.K.4. & V.L.7.c	40 & 43	Could the State provide the size and colors for its Weight Stickers?	The validation stickers are 1" tall 1.5" wide and rotate between Green, Blue, Red, Yellow, White with Black with lettering and White with reverse printing to obtain a Black with White letters. CSI currently uses 3M 5460ER as the raw material for the validation stickers and will accept similar materials.
11.	Section(s) V.K.4. & V.L.7.c	40 & 4.	In the interest of cost- savings and inventory simplification, would the State be interested in proposals where the Weight Stickers and Validation Stickers utilize the same colors and size as a standard registration sticker?	Yes that is the intent.
12.	Section V.K.5	40	Could the State provide additional information regarding its anticipated license plate sheeting 2024 volume?	Please see Question 3.
13.	Section V.J.2.b	40	Line item 1 specifies "approximately 400 thermal transfer printers". The cost proposal, however, only specifies 214 thermal printers. Could the State clarify this discrepancy?	See Attachment 2 – Revision 1 Option 2 and Attachment 2 – Revision 1 Option 3.
14.	Section V.I.8.b	44	Is the State open to using an alternative registration certificate bond to the 20# bond listed in the RFP. In	Section V.L.8.b. is amended to read: Currently 20 pound bond is used however any alternate suggestions for the forms and validation sticker material should be

			our experience, this particular bond does not interact well with thermal print technology; frequent jams, print voids, feeding and bursting issues are among the most common.	included in the bid response with enough detail so they can be evaluated.
15.	V. Project Description and Scope of Work	Page 30, A.	Please define Completion Date. Which stage is anticipated to be complete by this date, July 21, 2021?	Please see Question 2.
16.	V. Project Description and Scope of Work	Page 30, A.1.	Please confirm that the JD Edwards software referenced here and throughout the bid document is JD Edwards E1 v9.2	Yes.
17.	V. Project Description and Scope of Work	Page 34, F.1.d.	Please confirm the accuracy of the anticipated annual sheeting and overlaminate for 2024, as the quantity seems low given usage in other years, and the quantity of overlaminate does not match the quantity of sheeting.	Please see Question 3.
18.	V. Project Description and Scope of Work	Page 34, F.1.d.	Please confirm that the requisite amount of motorcycle sheeting will require the same amount of protective overlaminate.	Yes the motorcycle will require the same amount of sheeting and appropriate overlaminate.
19.	V. Project Description and Scope of Work	Page 34, F 2.a.	Is it the intention of the state for the bidder to provide a 6- color inkjet printer, or is the reference to 6 colors only applicable to the thermal transfer printer?	In this RFP, CSI is seeking the latest technology available in either inkjet or thermal transfer printing in order to support our constituent's desires for more design options in the license plates graphic. For inkjet technologies CSI's preference is CcMmYK (6- color), however if that is not available, CSI would evaluate a CMYK Ink Jet. Thermal transfer shall be a minimum of 6-colors. If the

				bidder submits CMYK technology the CSI requires samples of the printing at all resolution options to be submitted with bidder's response.
20.	V. Project Description and Scope of Work	Page 34, F 2.a.	Please confirm that a total of two workstations are required for graphic design and printer operation.	Two workstations are required, CSI requires the ability for complete redundancy in the workstation operations within the inmate LAN work environment.
21.	V. Project Description and Scope of Work	Page 34, F 2.a.	Is the bidder required to recreate the license plate graphic designs, or is that the responsibility of the owner? In other words, is the printer system to be delivered complete with all existing license plate graphics?	CSI will be responsible for all plate graphic designs.
22.	V. Project Description and Scope of Work	Page 34, F 2.a.	 Will the owner use and install its own graphic design software (ex: Adobe Creative Suite) or is the bidder required to provide that on the workstations? If the bidder is to provide the graphic design software, then the typical software used will require an Internet connection as most current graphic design software is cloud-based, requiring subscription type of license. Will the State permit the workstation to be connected to the Internet for use of this software? 	CSI will provide its own graphic arts design software for the license plate designs. The bidder's solution should allow the plate design/template to be imported into the printing solution, batched and merged with the specific numbers or specialty messages as provided from the DMV text file. These two workstations will NOT be connected to the internet.

23.	V. Project Description and Scope of Work	Page 34, F 2.a.	Please provide specifications of the Package Shipping Label and the Thermal Label Printer	The package shipping label printer should be a commercially available off the shelf printer capable of Black and White thermal transfer printing fan fold or roll 4" x 6" peel and stick labels.
24.	V. Project Description and Scope of Work	Page 34, F 2.a.	Please provide specifications for the Report Printer	The report printer should be a commercially available off the shelf desktop printer capable of black and White printing 81/2" by 11" inch plain paper documents.
25.	V. Project Description and Scope of Work	Page 34, F 2.a.	Please define "Bar Code Reading Camera" and can you provide a specification for same?	The Bar Code Reading Camera shall be a commercially available high speed camera that be mounted on a the exit conveyor of the blanking line. The function of this camera is to read data matrix bar codes as license plated pass under it enabling the software to automatically update the status of plates that have been produced.
26.	V. Project Description and Scope of Work	Page 35, G.1.a.	In order for the bidder to determine the appropriate number of printer(s) to propose, please confirm the number of work hours per day that the printer(s) will be operated, and the number of work days per year.	Please see Questions 4.
27.	V. Project Description and Scope of Work	Page 35, G.1.a.	Please confirm that the bidder is allowed to provide multiple print systems to achieve the State's throughout requirement?	Yes.
28.	V. Project Description and Scope of Work	Page 35, G.1.a.	After extensive review of Nebraska's license plate designs/graphics, a printer resolution of 400x400 dpi is more than sufficient to produce high quality, process color license plate graphics. This resolution yields a reasonable balance between print quality and throughput for most license plate graphics. In addition, a	No. CSI is anticipating a competitive response to this RFP, thus resulting in purchasing the latest available printer technology. The RFP requirements are written so it can support current and future requirements of our constituents and their ever-increasing desire for cosmetically appealing license plates for the next 12 years. We currently support 102 different license plate designs and thus are requesting various resolution options be available as selections per paragraph V.G.11.c.i

			print resolution of 200x400 dpi is typical and sufficient for single ribbon printing on preprinted graphic sheeting where only the plate number and variable graphic elements such as barcodes are printed. It would be beneficial for the license plate printer to have the option of printing at 800x400 dpi where and if it is needed but this is not typically a requirement. Is a minimum resolution of 400x400 dpi acceptable to Nebraska?	
29.	V. Project Description and Scope of Work	Page 35, G.1.a.	Please confirm that a total of two (2) workstations are required, regardless of the proposed number of printers.	Please see Question 20.
30.	V. Project Description and Scope of Work	Page 35, G.1.d.	Please define "Index Barcode".	Index bar code is a barcode that contains UNIQUE identifying information that is used for database information control. This code or index value can then be used as a master search field to trace the license plate information held within a database.
31.	Section K – Technical Requirements Option 2 Fulfillment System	39-44	1.) Will the State or the selected vendor supply the thermal ribbons for the registration printing?	The ribbons will be treated as a consumable purchased by CSI. See Attachment 2 – Revision 1 Cost Proposal Option 2 and Attachment 2 – Revision 1 Cost Proposal Option 3.
32.	Section K – Technical Requirements Option 2 Fulfillment System	39-44	2.) Who supplies the registrations/decal forms?	The registrations/decal will be treated as a consumable purchased by CSI.

33.	Section J.2 – Scope of Work Options 2 Number 2 B.	40	 3.) With the number of printers listed, how do the counties print various color decals without having to change paper? How long can someone renew late and how early can someone renew? 	The decals are currently not part of the registration document, So the Issuing location maintains stock on the needed date/colors and tonnage. We anticipate the proposed solution will require 5 different documents/forms to be stocked and loaded into the printer as needed. This question is outside the scope of the RFP.
34.	Section J.2 – Scope of Work Options 2 Number 2 B.	40	4.) Can counties purchase more printers from vendor?	CSI will be responsible for all deployed hardware.
35.	Section J.2 – Scope of Work Options 2 Number 2 B.	40	5.) Will the counties keep hot-swappable spares on hand?	Counties will keep a minimum of two printers on hand so If one goes down they have a spare. Additional spares will be kept at CSI.
36.	Section I, 1. A.	39	6.) On specialty plates, who will be matching plates and registrations?	CSI staff.
37.	Section I, 1. A.	39	7.) Who is responsible for shipping the specialty plates from the centralized fulfillment locations?	CSI staff.
38.	Section I, 1. A.	39	8.) Does the County/DMV Software support API/Web Service Integration?	VicTory allows interfaces, with specific formats, but not web integration.
39.	Section I, 1. A.	39	9.) Does 'Specialty' include personalized plates?	Yes.
40.	Section I, 1. A.	39	10.) How many different types of specialty plates are there?	This number changes over time as approved by the State legislation. There are currently 102 variations of license plates approved.
41.	Section I, 1. A.	39	11.) Are there any of these specialty plates held at the counties as inventory today?	Yes but that practice may/or may not continue.

42.	Section K, 6	41	12.) Can we get samples of each registration document and decal type?	We can supply samples of current supplies during the contract finalization period "Schedule of Events 1.C.11"
43.	Section I, 1. A.	39	13.) What packaging to be used for plates/registrations? Who provides this?	This bid includes the requirement to print and electronically kit plates/registration documentation staging for fulfilment. Physical packaging of the plates and registrations is not part of the RFP.
44.	Section K – Technical Requirements Option 2 Fulfillment System	39-44	14.) Daily volume of incoming orders?	Currently a text file is sent once per week from the DMV to be imported into the printing solution. Due to the variations in volumes, we would like to be able to initiate that file transfer function via variable increments with a scheduled script or on demand.
45.	Section K – Technical Requirements Option 2 Fulfillment System	39-44	15.) Turnaround time required for orders?	This will vary according to customer needs.
46.	Section I, 1. A.	39	16.) Who performs the QA for plates?How to verify all plates are printed?	There are multiple steps available in the process to validate completion. The camera at the blanking line shall be used to read plates and update the production status within the software solution to a produced status. Manual packing plays a validation role and CSI also plans on using handheld scanners to scan box labels to transfer the plates electronically within the system.
47.	Section I, 1. A.	39	17.) How do plates come back to fulfillment center? Verification, liability and responsibility.	Once plates are physically transported to the fulfilment center, CSI staff will kit them for shipping. Any missing or rejected plates will be identified and the plate shop supervisor will be notified for replacement.
48.	Section I, 1. A.	39	18.) Do orders from fulfillment center need to be sorted? CASS certified software? NCOA?	Please provide any additional direct mailing features, tests, certifications in the response so they may become part of the evaluation.
49.	Section I, 1. A.	39	19.) Who is responsible for shipping from fulfillment center?	This is not part of the scope of this RFP.

			Also, who pays for shipping from fulfillment center?	
50.	Section K – Technical Requirements Option 2 Fulfillment System	39-44	20.) Will there ever be any print on demand registration only without decal at the counties or at the fulfillment center? (No Plate included)	A reprint request, could be a possibility.
51.	Section K – Technical Requirements Option 2 Fulfillment System	40	21.) Are intelligent mail barcodes required to be printed on registrations for shipping?	Please provide any additional direct mailing features, tests, certifications in the response so they may become part of the evaluation.
52.	Section K – Technical Requirements Option 2 Fulfillment System	40	22.) Who handles and how to manage returned mail?	This is currently not part of the scope of this RFP, however, If your solution provides features for this please explain how they would be of benefit to CSI.
53.	Section I, 1. A.	39	23.) Will we need to sort plate orders and group/batch by type?	Yes.
54.	Section M – Project Requirements Option 2 Fulfillment System	44	24.) Does the VicToRy and JD Edwards E1 system support API/WS integration?	E1 and and VicTory allow interfaces, with specific formats, but not web integration.
55.	Section B. Technology Requirements for all Options	30	25.) Will Microsoft SQL Server Reporting Services (SSRS) software and licensing be included? Or are all standalone, browser-based reports acceptable and required?	CSI will provide SQL Server Reporting Services as part of the Microsoft Server package.

56.	Section I, 1. A.	39	26.) Do the county/DMV locations have local servers?	No they do not.
57.	Attachment A, Opt 3, point 7.	4	Please provide historical transaction data, including maximum anticipated applicant volume and document volume at each location per day ?	We do not have that information available.
58.	Attachment A, Opt 3, point 7.	4	Please supply the maximum current bandwidth available at each location.	We do not currently have that information available. The bidder should supply details within the bid for network bandwidth requirements.
59.	RFP Final, section V. Q. 5. b.	27	Does the state maintain a list of qualified personnel approved by CSI to perform penetration testing services?	No we do not.
60.	RFP Final, section V. B. 3	30	Section B. 3. states that the Contractor will be provided with server hardware, VM software, network, SAN storage, and document image capture scanners. Can the specifications for these be provided please?	During contract finalization period CSI will work with OCIO and the contractor to solidify these requirements. Please include any specific requirement the bidder solution will require for VM software, Network, SAN storage and document image capture scanners.
61.	RFP Final, section V. G. 1. g.	36	There is a requirement to maintain records for 12 years, yet the initial contract is for 6 years and the hardware is provided by the state. Does this mean after the initial period of the contract the contractor would house this data themselves if the contract was not renewed?	The records shall be maintained on the State Server and should not be auto deleted until at least 12 years.

62.	RFP Final, section V. G. 1. b.	35	What is the purpose for using a camera at the blanking press?	Please see Question 25.
63.	RFP Final, section V. G. 2. c.	36	To clarify, Section G2c –The requirements state "The sheeting shall contain identifying marks buried below the surface for purposes of on-vehicle traceability, warranty enforcement and anti- counterfeiting." Please confirm that these marks should be buried below the surface of the reflective sheeting, not just printed on the sheeting and covered with overlaminate	CSI does not require the identifying marks or security information to be embedded in the raw sheeting. It should be in or on all raw sheeting but once it is covered by the overlay it becomes embedded as part of the license plate.
64.	RFP Final, section I. C. 6.	2	Section C, Schedule of events, Page 2. Due to the very comprehensive nature of the RFP would the state please consider extending the closing date for four (4) additional weeks to May 3 rd ?	Please see Question 6.
65.	RFP Final, section V. B. 4.	30	The contractor is responsible for the configuration and management of the State provided server software. Does the State maintain an approval process or change management process internally for updating and installing software onto that virtual machine?	Yes This will require working with the State of Nebraska OCIO
66.	RFP Final, section V. G. 1. g.	36	The state requires an audit trail for all transactions be	"All Transactions" include changes/ modifications to any and all database records

			kept for 12 years. Would the state elaborate and define	
67.	RFP Final, section V. K. 1.	40	"all transactions?" 10. On page 40, section K.1. The state would like a secure login using Active Directory and "industry standard up to date security tools and techniques". Does this requirement include the need for multi-factor authentication?	All Non State of Nebraska entities and VPN connections require multi factor authentication. This process is controlled by the Office of the Chief Information Officer (OCIO)
			If so, whom is the provider of that service?	
68.	Section VI. Proposal Instructions, A.1.b. Financial Statements	46	Are financial statements required of both the Prime bidder and partner subcontractor, or is the State requiring only these reports from the primary responder?	Financial Statements are required from prime contractor only.
69.	Section V.G.1.a.	34	Is it acceptable that the selected thermal transfer digital printer be able to print and match all current digitally printed Nebraska license plates at a rate of 4000 plates per hour?	Yes
70.	Section V.I.1.a	39	Can the state please confirm that all specialty license plates will be ordered and printed on demand, along with the appropriate registration document, matched together and mailed to motorists?	If Option 2 or 3 is selected then yes we will move to a business model where all specialty plates are handled via direct fulfilment and the county will offer over the counter bulk plate fulfilment.
				This question is outside of the scope of the RFP.

			In addition, can the state please confirm that all standardized license plates will be ordered, and bulk shipped to DMV locations for over the counter issuance to motorists along with a printed registration form?	
71.	Section V.J.1.c	39	For the anticipated annual registration document numbers as shown in sub- section J.1.c, can the state please provide the number of forms that have stickers (and how many stickers per form) and the number of forms without stickers?	Please see Question 5.
72.	Section V.L.7.c.	43	 In sub-section L.7.c, weight stickers are referenced. Can the state please provide an estimate of the annual number of weight stickers that are issued? Are weight stickers standalone stickers or are they included as part of a form? Are the weight stickers the same size as the vehicle registration stickers which are indicated 	At this time we do not have any quantifiable number of weight sticker information available. CSI would like the validation sticker and weight sticker to be the same material and size printed on demand with different information. CSI would like one registration document/form printed multiple times with varying information.

			as 1 inch by 1.5 inch?	
73.	Section V.I.	39		This bid includes the requirement to print and electronically kit plates/registration documentation staging for fulfilment.
				The location for the fulfilment part of the RFP has not been determined other than Lincoln, NE.
				Staffing for the fulfilment and or physical shipping/ mailing is not part of this bid.
			• Will CSI or the DMV provide all packaging materials for shipping print on demand license plates from the CSI production facility to the fulfillment center and for shipping bulk plates to the DMV locations?	
			 Will CSI or the DMV be responsible to arrange with a Nebraska identified shipping carrier for shipping print on demand plates from 	
			demand plates from the CSI production	

			facility to the fulfillment center and shipping bulk plates from the CSI production facility to the DMV locations?	
74.	Section V.K.3	40	 Will Nebraska provide envelopes needed for mailing license plates with registration forms to motorists? 	See Question 73.
			• Will Nebraska work with the USPS to setup and fund a mailing account to be used for mailing plates with registration forms to motorists	
			Will registrations be mailed to motorists without license plates?	
75.	Section V.K.6 When printing on demand vehicle registrations, the number of forms used shall be related to the number of	41	Is the state requesting that each form have one sticker and if a vehicle type needs more than one sticker multiple registration forms be printed or is the state requesting there be three variants of the registration form – a one, two and four	In order to facilitate numerous weight or numbers of validation stickers, CSI requires one registration document/form printed multiple times with varying information.

	stickers required. The system will compute and print the required number of validation stickers based on the registration data. a. Motorcycle registrations shall include one validation sticker. b. Passenger plates shall include one or two validation stickers. c. Commercial and farm plates shall include one, two, or four validation stickers. d. Trailers shall include one validation sticker."	 If the answer is the latter, please provide the estimated annual volume of one, two and four sticker forms that will be used? 	
76.	Attachment A – Option 3	Attachment A- Option 3 is a combination of Option 1 and Option 2. Please confirm that Item #14 in Attachment A-Option 1 regarding ink/ribbon usage for sample plate should also be included in the Attachment	Yes. Please see Attachment A – Revision 1 OPT 3.

A-Option 3.	
Attachment A-Option 3 appears to have two item #1 lines, which affects the sequence of bidder response numbering.	
Please confirm if bidder is to fix the numbering or if a <i>revised</i> Attachment A- Option 3 will be published incorporating this and the Item #14 above.	

This addendum will become part of the Request for Proposal and should be acknowledged with the Request for Proposal response.