ADDENDUM NO. 1
REQUEST FOR PROPOSALS 2024-033
KITSAP COUNTY

TO: All Respondents

FROM: Glen McNeill. Purchasing Supervisor

CLOSING DATE: **[10/01/2024 @2:00 pm [Unchanged]**

REF NO.:   **2024-033 Kitsap County Emergency Communications Platform**

DATE: 09/27/2024

Addendum 1 to Request for Proposal 2024-033 is to answer questions received.

1. **Current Emergency Communication Practices and Historical Data:**

   o How does the County currently manage emergency communications for employees? Are there any statistics or historical data available, such as the average number of messages sent per year, and the breakdown of messages by type (text, voice, SMS, email, etc.)?

   - We do not currently have a mass communication system in place for employee communication. Currently communication is handled through email and text chains and Teams. Due to not having a centralized system, we do not have the ability to gather or provide historical data.

2. **Proposal Submission Method:**

   o Could you please clarify the preferred method for proposal submission? Page 1 suggests electronic submission is preferred, while Page 4, Section 5B states that proposals submitted by email or fax will not be considered. This clarification is important as the addendum scheduled for 9/27 could impact the response preparation, particularly if the proposal needs to be printed and mailed with less than two business days before the deadline on 10/1.

   - Email is the preferred method for proposal submission. Please send to Purchasing@kitsap.gov

3. **Number of References Required:**

   o Could you confirm the required number of references? Page 8, Item 41 indicates that 4 references are required, while Exhibit C provides space for only 3 references.

   - 3 References is all that is needed.

4. Page 12, Item 1.13 (Exhibit A): How many existing County desktops will receive desktop alerting?

    - Initially, approximately 100 desktops to serve the needs of our courts and front desk staff. We would like the ability to scale as needed in the future.

5. Page 22, Item 1. (Exhibit D): What departments or titles will be on the committee that evaluates proposals according to your grading matrix?

    - We have a selection committee comprised of members of Risk Management, Information Services, Human Resources, and Public Information.

6. I know Kitsap County currently uses Rave for public mass notifications. Would the county be open to considering a solution that can effectively serve both public and internal communication needs? Our mass notification tool is designed to be versatile, providing a seamless experience for both employee emergencies and public notifications. We're aware the RFP is for internal use but thought it might be helpful to include information should you choose to use for public notifications as well.

    - Currently, the Kitsap County Department of Emergency Management is not seeking to replace our public mass notification platform. The scalability outlined in the RFP focuses on internal employee communications and long-term staffing changes. While public notification capabilities are not a current priority, we appreciate the additional information on your platform's versatility.

7. Based on the requirement of integration with RAVE, is RAVE currently installed at the county?

    - Our Department of Emergency Management uses Rave for public emergency mass communication. We are curious how submitted solutions could interact with this system, whether directly or through SMS/email notifications.

8. Is the integration for GIS Mapping for mobile use only? Any additional details that can be provided around integration for GIS mapping would be appreciated.

    - GIS capability would ideally work on mobile and on desktop/browser. We have existing GIS mapping for our facilities. As far as the specifics for the capabilities desired, it was requested as an interest by our IS department when considering implementation of geolocation notifications and capabilities.

9. For GovDelivery integrations, is the county allowing Open API's or direct/supported integrations only?

    - For GovDelivery integrations, is the county allowing Open API's or direct/supported integrations only? Direct integrations would be ideal, but open API work too. We primarily want the system that allows the ability to expand to custom channels using integrations whether direct or API.

END OF ADDENDUM NO. 1