OFFICE OF PROCUREMENT AND PROPERTY MANAGEMENT
Department of Environmental Conservation

Request for Proposals
Electronic Data Management System (EDMS)
RFP # 18-329-21

Addendum Two

Date of Issue: November 20, 2020

The RFP Package is hereby clarified or changed as follows:

1. Submittal deadline has not been changed;

2. Remove and Replace;

3. Questions and Answers.

The questions and answers, remove and replace, begin on page two. This Addendum is hereby made part of the RFP and is a total of three pages.

All other terms and conditions for this RFP remain unchanged.

Issued by: OPPM
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Remove and Replace:

1. Remove REVISED-Attachment 5-Cost" Submittal Form G and Replace with attached **"2nd REVISED-Attachment 5-Cost".**
   License Fee is added in the third tab of the spreadsheet. License fee will not be used for evaluation points. Provide annual license fee.

Questions and Answers:

Question 1: Does the State expect the EDMS to be a custom developed solution, or may vendors propose a commercial licensed product solution? If a commercial product is allowable, how should the license costs associated with the product be defined in the cost proposal format?

Answer 1: A vendor may provide a commercially licensed product. However, the product must be able to be manipulated to meet the scope and deliverables, as stated in the RFP. The license fee can be ID separately in the cost proposal (see attached **2nd REVISED-Attachment 5-Cost)**.

Question 2: Section 2.01 refers to a GAP Analysis and a scoping assessment. Can these be shared?

Answer 2: Refer to new **Attachments Eight and Nine** in Addendum Two.

Question 3: Does this replace the DROPS system?

Answer 3: It replaces Water Solution application. DROPS is no longer active as an application. The DROPS database exists and serves as the source migration point.

Question 4: Have you seen a demonstration of any EDMS products? If yes, can you provide names of those solutions?

Answer 4: No.

Question 5: Is there an estimate of expected cost?

Answer 5: Refer to advertised RFP page 4, Section 1.02 Budget information.

Question 6: You mentioned fees - what level of interface with CRITTS is envisioned for the cost recovery calculations?

Answer 6: A read only access will be granted through Views in SQL Server or an Application Programing Interface (API).

Question 7: Is CRITTS an ERP and if so, what is the vendor?

Answer 7: No. DEC, Division of Administration created CRITTS in-house.

Question 8: For Mining you mention an "improved invoicing process." What is your vision? Isn't invoicing done in CRITTS?

Answer 8: No, the EDMS will not do its own invoicing and instead can access data in CRITTS. The vision is to represent data stored in CRITTS related to invoicing (e.g. current payment status).

Question 9: Can you clarify what systems EDMS needs to be replace and what systems it will interface with? Will it only replace DROPS/Water Solution or also OASys?

The EDMS system will not replace CRITTS, OASys, or Airtools but will need to read from all. The EDMS system will need to interface with the following systems or replace their functionality: Water Flow (moving OASys records into the DROPS database), Water Notify (email notifications), SQL Server Reporting Services Reports, GIS layers on department maps, and the ICIS Flow Node Server. OASys access' DROPS data for use in permit submittals. To interface with most of these systems, Water Information Management Team uses an Entity Framework Database Business Layer Library that is included in the application giving it full access to the DROPS database and business rules.

Offerors must acknowledge receipt of this addendum prior to the submittal deadline.

The proposal documents require acknowledgment individually of all addenda to the drawings and/or specifications. This is a **mandatory requirement** and any proposal received without acknowledgment of receipt of addenda may be classified as not being a responsive proposal.

End of Addendum