



August 28, 2014

ADDENDUM #4 to PIN 072201501MIS
Jail Management System (JMS) Implementation
Project

Dear Prospective Proposer:

Pursuant to 3-03 (f)(2) of the Procurement Policy Board (PPB) Rules, the Department of Correction (Department) is issuing **Addendum #4** to the Request for Proposal for the design, development, testing and implementation of a new Jail Management System (JMS).

BID DUE DATE HAS BEEN EXTENDED

Please be advised that the Bid Opening Date for the above referenced procurement **has been extended to Thursday, September 11, 2014 at 3PM.**

DEADLINE FOR CLARIFICATIONS

The deadline for questions was Wednesday, August 27, 2014 at close of business. The Department will endeavor to answer any questions received after this date, but there may not be sufficient time for replies to be received before the bid due date.

ADDITIONAL QUESTIONS AND RESPONSES:

Question No. 1:

Are the rules provided in the Addendum #3 the use cases of the to-be JMS system include the updated requirements? If the answer is no, then can you please provide the use cases and business rules for one simple and one complicated form/modules.

Response No. 1:

A full set of use cases will be developed with the selected vendor after contract award. Sample use cases will be shared with finalists.

Question No.2:

Is the hardware for the Jail Management System (JMS) already purchased?

Response No. 2:

The purchase of hardware for this project is outside the scope of this bid.

Question No. 3:

Will the JMS be in a managed environment? If not, does NYC DOC expect the awardee of this project to manage the environment?

Response No. 3:

The Department will be responsible for managing the environment going forward.

Question No. 4:

Does the response require (1) original and (5) copies, or (1) original and (4) copies?

Response No. 4:

The Department is requesting one (1) original set and four (4) duplicate sets of documents. Please refer to Section III, Item B “Proposal Package Content Checklist” as a reference in preparing your proposal package.

Question No. 5:

Does the response require the acknowledgment page only or the entire addendum be submitted with the proposal?

Response No. 5:

Please include Acknowledgment of Addenda Form (Attachment E) and the addenda (attachments are not required) issued by the Department and submit them with your proposal. Please sign last page of each addendum where indicated.

Question No. 6:

Please confirm RFP delivery address.

Response No. 6:

The correct address is:

**NYC Department of Correction
Central Officer of Procurement
75-20 Astoria Boulevard, Suite 160
East Elmhurst, NY 11370
Attention: Lilliana Alvarez-Cano**

Please be advised that the submission of the proposal must be **HAND DELIVERED** by the proposer or its agent or be delivered by a commercial courier. The Department must receive the proposals by the date and time referenced above.

Question No. 7:

Do you need all contents of proposal on 1 CD or on separate CD's for Cost and Technical?

Response No. 7:

Proposers shall submit a CD-ROM containing an electronic copy of all hardcopy documents submitted in response to this RFP. Failure to comply with this instruction will not make the proposal non-responsive. Please refer to Section IV "Format and Content of the Proposal" for your reference.

Please sign below in acknowledgment of this addendum. ***Submit this addendum with your proposal.**



Agency Chief Contracting Officer

I acknowledge receipt of this addendum.

Proposer/Company Name (Print)

Authorized Representative (Print Name)

Authorized Representative (Signature)

Date