



COUNTY of McHENRY
PURCHASING DEPARTMENT
2200 NORTH SEMINARY AVENUE
WOODSTOCK, IL 60098-2637



August 12, 2020

ADDENDUM 1

RFP 20-35 Fire Records Management System
Due August 17, 2020 no later than 9: 00 a.m. (CST)

Additions & Clarifications to RFP

Question 1: Do you anticipate extending the bid due date?

Response: No.

Question 2: What additional details are you willing to provide, if any, beyond what is stated in bid documents concerning how you will identify the winning bid?

Response: All available information is on our website.

Question 3: Was this bid posted to the nationwide free bid notification website at www.MyGovWatch.com/free?

Response: No.

Question 4: Other than your own website, where was this bid posted?

Response: The County only posts to our own website.

Question 5: Page 11—Overview: Please specify what historical data must be imported by January 1, 2021 (and confirm date). Is it just NFIRS reports or everything from the current system? If everything, please describe.

Response: NFIRS Data Only - January 1, 2021 is correct, however, a second “partial” import, to catch the last few weeks of December is acceptable, to be completed mid-January, **provided it does NOT impact previously imported data (i.e., overwrite, corrupt, delete).**

Question 6: Page 12—Specifications: Please describe ‘Daily Activity Log’ and features, and how this differs from ‘Public Education Activities’ or ‘Calendar’.

Response: Daily Activity Log = Ability to print a log of all activities that have been logged into the RMS on a specific day.

Public Education Activities = Ability to log and track any public education activities

Calendar = Ability to pull up a calendar and see a list of all activities that have been logged into the RMS on a specific day.

Question 7: Page 12—Specifications: Please provide examples of possible ‘other modules’ that are part of your base system.

Response: Vendor is to list any other modules that are part of their base system. All of the modules that are part of our current system have been listed in the RFP with the exception of EMS.

All Other Terms and Conditions of the Bid Remain the Same

All departments are utilizing Imagetrend for EMS Reporting. Imagetrend is provided and funded by each department's specific resource hospital.

Question 8: Page 12—Specifications: Please describe the expected features and output that are be a part of 'data analytics' capabilities.

Response: Ability to run and report analysis on data based on national, state, and local standards. Output would include, but are not limited to charts, graphs, and reports. Vendor should describe their system's capabilities in this regard.

Question 9: Does any department have more than 50 employees as part of their shift schedule?

Response: Yes

Question 10: On the specifications sheet, when "training" is listed, does McHenry County want to include content in their training module or will a module that allows the documentation and logging of classes/hours be sufficient?

Response: We are looking for a module that provides documentation and logging of training.

Question 11: When "payroll" is listed, is McHenry County looking for a scheduling/rostering solution that exports payroll files or are you looking for a payroll software system?

Response: Ability to export data for use in payroll.

Question 12: Please provide the following information for each department.

- Apparatus Count (For Asset Management & Vehicle Checklists Modules)
- Personnel Count (For Scheduling and Training modules)
- Station Count (Fire RMS modules are based on this)

Response:

<u>AGENCY</u>	<u>STATIONS</u>	<u>PERSONNEL</u>	<u>APPARATUS</u>
ALGONQUIN	3	70	20
CARY	2	77	21
CRYSTAL LAKE	3	69	29
FOX RIVER GROVE	1	30	9
HARVARD	1	46	13
HEBRON	1	32	9
HUNTLEY	5	101	33
MARENGO	3	53	20
MCHENRY	5	150	30
NUNDA	1	30	9
RICHMOND	1	47	15
SPRING GROVE	1	40	8
UNION	1	25	9
WONDER LAKE	2	50	14
WOODSTOCK	3	61	15
TOTAL	33	881	254