

McHenry County Government Center
Purchasing Department
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ADDENDUM #1

Bid # 16-92 Provide Fleet Management Software, Data Conversion, Implementation, Staff Training & Technical Support due November 23, 2016 at 2:00PM (CST)

Additions & Clarifications to RFP/Bid

Question #1:	Please advise the number of vehicles and pieces of equipment to be tracked/maintained in the proposed software?
Response #1:	DOT – 217 / Sheriff 293
Question #2:	Has the County determined a budget for this project and if so, can this information be released?
Response #2:	Not pertinent to the bid.
Question #3:	Approximately how many years/amount of data needs to be converted and in what format is this data?
Response #3:	3.5 Years / Less than 1Gb, existing configuration in scope of bid.
Question #4:	In regards to requirement 6.a Data Conversion. <ul style="list-style-type: none"> • Is it the intent of the two separate databases that DOT and the Sheriff's department will each have their own system/instance?
Response #4:	Yes.
Question #5:	In regards to requirement 7.b – On site training. <ul style="list-style-type: none"> • Will both DOT and the Sheriff's staff attend the same training sessions, or will there be separate training sessions?
Response #5:	Separate training sessions, two at DOT, two at Sheriff's garage.
Question #6:	In regards to requirement 8.a – Data Exchange Summary reporting including department billing. <ul style="list-style-type: none"> • Does Data Exchange refer to an integration with financial system for department billing? If yes, will both DOT and the Sheriff's department require this? Also which financial system would the data be exported to?
Response #6:	No integration with financial system. Department billing to be handled by report template.

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Question #7:	In regards to the County's active asset count that will be tracked in the fleet management system: <ul style="list-style-type: none"> • Standard Active Assets are active parent (primary) assets that are being maintained and tracked in the new Fleet Management System. In other words, active assets that have an original cost of \$5,000 or greater and are not child asset to another piece of equipment. – Your Count <u>510</u> • A Non-Standard Active Asset parent is any parent (primary) asset that is actively being maintained in your fleet and has an original purchase price of less than \$5,000. – Your Count: <u>Less than 50</u> • Fuel only assets. These are assets that cost more than \$500 but less than \$5,000 and you are not tracking maintenance on just fuel quality and cost. – Your Count: <u>Will track maintenance history and fuel by unit.</u>
Response #7:	Answers underlined above.
Question #8:	The bid indicates two sites for Fuelmaster integration. Are the Fuelmaster transaction file layouts identical for both sites?
Response #8:	Yes.
Question #9:	Item B under Scope of Work reads “and approximately 50 DOT vehicles are equipped with AIMS telemetry units” <ul style="list-style-type: none"> • Do those units capture data that also requires import into fleet management software? • If yes, what data is required? • If yes, there is no space for that on the Bid Totals grid currently. Should that be listed under other costs?
Response #9:	Yes. Odometer, Quantity, Unit Cost Dept., Location, Fuel Pump, Driver, and Account to be recorded.
Question #10:	Under Specifications Item 3 refers to overhead rates. Is overhead here synonymous with Indirect Labor (mechanic labor hours that cannot be tied to a separate vehicle)?
Response #10:	Yes.
Question #11:	Under Specifications Item 8b, what end user customization does the county anticipate?
Response #11:	End user must customize reports based on data entry.
Question #12:	Under Item 8c, other than the Fuelmaster Integration already mentioned in the RFP, what data imports or exports does the count anticipate?
Response #12:	Exports to CSV .
Question #13:	Vehicle and Equipment Inventory for the County <ul style="list-style-type: none"> • Total unit # and breakdown
Response #13:	510 units with 3.5 years of service history.
Question #14:	Training <ul style="list-style-type: none"> • Is there a breakdown by role of users to be trained?
Response #14:	Yes, 5 administrative rights, 5 users.
Question #15:	Does the County operate an Enterprise Fund?

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	<ul style="list-style-type: none"> • For billing individual departments?
Response #15:	Not applicable to bid. For billing purposes, there is a need to bill the individual County departments.
Question #16:	Does the County operate a motor pool?
Response #16:	Yes.
Question #17:	Do they want a SAAS model or traditional; enterprise software solution?
Response #17:	We are familiar with the more traditional software approach, but will consider other solutions.
Question #18:	Would the County Host any new Enterprise solution or would they prefer a vendor hosted solution?
Response #18:	The County is anticipated to host software and data but will consider other options.

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