

ADDENDUM NO. 1

JUL 18 2017

TO: ALL PROSPECTIVE OFFERORS
REFERENCE: RFP 2000002262
FOR: Hosted Mass Notification System
CLOSING DATE/TIME: **AUGUST 18, 2017 @ 2 P.M.**

RFP MODIFICATIONS:

The referenced Request for Proposal is amended as follows:

1. Closing date is revised to August 18, 2017 at 2 p.m. EST. Deadline for questions is revised to August 8, 2017 at 5 p.m. EST.
2. Paragraph 8.8.e of the "Special Provisions" Section (page 16) and of Appendix C (page 78) is deleted in its entirety and replaced with the following:

"The Solution must provide the ability to generate content automatically to Social Media (Twitter and Facebook). Twitter automation shall include macros that automatically pull the email subject line and the URL (link to view full HTML email). System users/admins can override the macros and edit the actual Tweet. Facebook automation shall automatically pull a feature photo or graphic and teaser text from the email content with a link to view the full HTML email. System users/admins can add a text description to appear in the Facebook post with the auto content. The Solution must provide the ability to automatically post the email content to topical RSS feeds determined by FCPS Administrators to FCPS office and school websites."
3. Paragraph 9, Tab 4.e. of the "Special Provisions" Section is amended to add the following sentence:

"If the Offeror is submitting a proposal for Solution 1 and Solution 2, the Offeror shall submit 3 staffing plans:

 - o a staffing plan if the Offeror were to be awarded only Solution 1;
 - o a staffing plan if the Offeror were to be awarded only Solution 2; and
 - o a staffing plan if the Offeror were to be awarded both Solutions."
4. Paragraph 15.6. of the "Special Provisions" Section is deleted in its entirety and replaced with the following:

"Each original, copies and electronic versions of the Technical Proposal shall consist of:

 - **COVER SHEET (DPSM32)**
 - Technical proposal as required in the Special Provisions, paragraph 9, **TECHNICAL PROPOSAL INSTRUCTIONS.**
 - Appendix B (Offeror Data Sheet, Virginia State Corporation Commission (SCC) Registration Information, BPOL Form, Debarment/Suspension Certification, Certification

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Regarding Ethics in Public Contracting, Sample Listing of Local Public Bodies, Proprietary Information)

- Appendix C, Vendor Response Requirements
- Appendix E, References
- Appendix F, Confidentiality Provisions”

5. Paragraph 15.7. of the “Special Provisions” Section is deleted in its entirety and replaced with the following:

“Each original, copies and electronic versions of the Cost Proposal shall consist of:

- Cost proposal as required in the Special Provisions paragraph 10, **COST PROPOSAL INSTRUCTIONS.**
- Appendix B “Subcontractor Notification Form”
- Appendix D must be included in the Cost proposal

RFP CLARIFICATIONS:

The following are responses to questions received via e-mail and at the pre-proposal conference held on July 13, 2017.

Q1. Is FCPS using a two-way texting for attendance information for e-Notify (Solution 1)?

A1. No, FCPS is not currently using a two-way texting.

Q2. For Solution 1, is FCPS looking for an automated database?

A2. Refer to Paragraph 7.22.a. of the RFP.

Q3. What are the 8 languages that the Solution must support?

A3. The 8 languages are listed in paragraphs 7.1 e. and 8.1.e.

Q4. Are messages pre-recorded?

A4. Most standard messages that are sent multiple times per day are pre-recorded but the Solution proposed shall offer the option to override these pre-recorded messages.

Q5. Do you have dates set for oral presentations?

A5. No specific dates are set at this time.

Q6. Are parents and students' information contained in the same database?

A6. Yes, parents and students information are contained in the same database. FCPS is using a Edupoint student information system to manage students and parents' data. Employees' data are housed in HR Lawson database.

Q7. Will the Solution be tied into any bus and/or police car tablets?

A7. No, it will not be tied to bus and/or police car tablets.

Q8. How is integration with social media done today?

A8. Today, FCPS administrator connects every user to the feed for the school. Refer to Paragraph 8.8 for a list of the social media requirements that the Solution proposed by Offerors shall meet.


Q9. How do you handle high profile incidents, i.e. shooter type notices?

A9. For those type of incidents, FCPS leans on Solution 1.

- Q10. How does FCPS handle emergency messages today?
A10. The Office of Communications and Community Relations vets emergency notification messages through first responders before sending high profile notifications.
- Q11. Regarding Section 6.3, what bandwidth are you using to measure testing will it be ours or FCPS'?'
A11. FCPS' bandwidth will be used to measure testing.
- Q12. Section 7.1 Item J, how long do you anticipate having a test environment up?
A12. FCPS policy is for vendors to maintain a test environment upon request in order to validate all provisioning files and processes, as well as test/validate functionality (i.e., release, bug fixes) prior to production deployments.
- Q13. As far as training is concerned, how many locations will require onsite training? What will be the dates? Will this all be at the same facility or in various locations?
A13. For hands-on in-person training, FCPS best practice model is to hold targeted trainings by user audience at various sites. The exact number of training locations and dates will be determined at a later time. The number and schedule for training will be dependent on capacity per session.

FCPS relies on the expertise and experience of the Offeror to provide recommendations. Refer to Paragraphs 7.19 and 8.5 for additional information about training requirements.

All other terms and conditions remain unchanged.



Laila Sultan, CPPB
Supervisor, Contract Administration

THIS ADDENDUM IS ACKNOWLEDGED AND IS CONSIDERED A PART OF THE SUBJECT REQUEST FOR PROPOSAL.

Name of Offeror

Signature

Date

RETURN A SIGNED ORIGINAL AND COPIES AS REQUESTED IN THE SOLICITATION.

Note: SIGNATURE ON THIS ADDENDUM DOES NOT SUBSTITUTE FOR YOUR SIGNATURE ON THE ORIGINAL PROPOSAL DOCUMENT. THE ORIGINAL PROPOSAL DOCUMENT MUST BE SIGNED.