



STATE OF RHODE ISLAND

JUDICIAL PURCHASING OFFICE
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Addendum #1

<p>DATE: 3/24/2022 RFP/LOI#: B2022009RA2</p> <p>Project Name: Records Management Application</p> <p>Opening Time & Date: 10:00a.m. April 26, 2022</p> <p>Place: Purchasing Office, Rm 1014 670 New London Avenue Cranston, RI 02920</p>	<p>Pre-Bid/Proposal Conference: Yes</p> <p>Pre-Bid attendance mandatory: Yes</p> <p>Pre-Bid Date: 10:00a.m.-12:00p.m., March 31, 2022</p> <p>Pre-Bid Location: Judicial Record Center 5 Hill Street, Pawtucket, RI 02860</p>
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This addendum serves to provide answers to questions received from vendors in response to B2022009R.

Question: It appears that this is a re-release of the RMA RFP issued on Feb 24th, would it be possible to share the reason(s) for the re-release?

Answer: This solicitation was reposted to allow for remote access to the pre-bid meeting.

Question: Please confirm our assumption that attendance at the pre-bid must be in-person similar to before?

Answer: The pre-bid meeting can be attended remotely or in person.

Question: Is it possible to get a copy, picture or scan of an existing shelf location barcode label as well as a barcode label for one or more boxes and folders?

Answer: The existing shelving and boxes do not have barcodes. While the newer case files have barcode labels, the older files were possibly recycled and could have barcode labels that do not correspond with the actual case number.

Question: For the migration of legacy data from the Castle system to the new system, can we rely on JRC or Judiciary staff to generate exports of the legacy data from the Castle system as a means of reducing labor cost? Or is it required that the vendor handle all exports and corresponding imports into the new system?

Answer: The Technology staff will be able to provide these reports.

Question: During the migration phase of the project, is secure remote access (from within the US) available or will it be necessary to perform the work onsite? We could do some with Webex session, but we shouldn't give VPN access. If we are hosting (Preferred), we could use a VM.

Answer: Secure remote access will be available only from within the United States.

Question: On pg 18 of the RFP, around the paragraph, references are requested for "Microsoft SharePoint 2019 Technologies projects". Given that this RFP is for Records Management Application software, is this a carryover from a prior RFP template and you require RMA references? Or is there a genuine interest in a solution based on SharePoint (which is not well-suited to managing physical records)?

Answer: This was posted in error. Disregard any reference to SharePoint.

Question: The RFP states that there are just under 100,000 boxes, but what is the total number of records (boxes and files) to be managed?

Answer: The program needs to manage approximately 6 million case files stored in 100,000 – 106,000 boxes.

Question: Is there any preference for an annual subscription license model pricing versus a perpetual license?

Answer: We would like to review product and pricing options.

Question: Is there a preference for a cloud-based or on-premise delivery model

Answer: The preference is for an on-premise model.