

The City of Moore, OK

Date Issued: March 20, 2025

ADDENDUM NO.1

RFP # 2025-006 - REQUEST FOR PROPOSALS: INTEGRATED PUBLIC SAFETY SYSTEM RFP

This addendum contains additional clarifying information to Section 6.8: Data Migration of the RFP and answers to the questions submitted by vendors. Proposers: Please acknowledge receipt of this addendum by signing the final page of this document and returning a copy of this Addendum with your proposal.

FURTHER INFORMATION FOR RFP SECTION 6.8: DATA MIGRATION

PTS and Global Systems CAD/RMS Data

The approximate total database size of the PTS CAD/RMS is 180GB.

- PTS data accounts for 160GB.
- The legacy (from pre-PTS System) Global Systems data accounts for the remaining 20GB.
 - At the time of the City's transition from Global Systems to PTS, PTS converted the Global Systems data and developed an additional query module to allow access to the legacy Global Systems data. The City accesses the Global Systems Data through this module from within PTS.

PTS CAD/RMS:

- Number of Incidents in PTS: 37,500.
- Number of CAD calls in PTS: 314,860.
- There are no photo/video files stored in PTS. The PTS SQL database consists of tabular case/incident information with embedded PDFs.

Requirements

- 1) In order for the City to determine the best path forward, the **Vendor must provide quotes as part of the proposal for the following data migration options:**
 - Data Migration of the current PTS dataset and incorporation into the new system (160GB of data)
 - External Legacy Database development for legacy queries of the Global Systems data (20GB of data)
 - External Legacy Database development for legacy queries of the PTS data (160GB of data)

QUESTIONS AND ANSWERS FOR RFP # 2025-006

1. Regarding RFP 2025-006, Integrated Public Safety System, would it be possible to obtain an unprotected copy of the a1-Proposal Response Forms document so that Vendor Supplemental Information (including tables and diagrams) can be added in the appropriate sections?

Answer: We are not able to unlock the A1-Proposal Response Forms as they are locked to prevent wording from being changed. Vendors can submit a separate PDF of their tables and diagrams as long as they reference section numbers from A1 – Proposal Response Forms in their answers.

2. On page 5 of the RFP, under Section 1.3.3 City Objectives, is the following item: *Have a fully integrated Electronic Document Management System with audit trail for file scanning, storage, electronic forms processing, and workflow.* Would the City of Moore please provide further clarification on this item?

Answer: The City of Moore requires a fully integrated Electronic Document Management System (EDMS) that allows field officers to efficiently upload and manage evidence, documents, and other critical materials. The system must ensure seamless access for all public safety personnel while providing an audit trail to track document actions. Additionally, the EDMS must support electronic forms processing and workflow automation to enhance efficiency and accountability.

The City is flexible in how these capabilities are delivered—whether as a standalone EDMS, a module within the Records Management System (RMS), or a native function of the RMS—as long as it performs the following functions, which include but are not limited to:

- Document storage, retrieval, and workflow management
- Electronic forms processing
- Audit trail functionality for tracking document actions
- Integration with case information in the RMS

Ultimately, the City seeks a solution that fully meets these requirements while ensuring ease of access and usability for public safety personnel.

3. Would the City accept a .PDF submission separate from the Proposal Response Forms and Functional Requirements Response Forms in their native Word and Excel formats. This .PDF would include the cover letter, additional responses to items in the RFP (such as 1.3.3 City Objectives and 1.4 Key System Functions), and the attachments section.

Answer: The vendor must use the A1- Proposal Response Forms (MS Word format) and the A2- Functional Requirements Response Forms (MS Excel spreadsheets) as the primary response tools. Any additional information that the vendor wishes to provide can be submitted in the form of an additional PDF if they reference section numbers from A1 – Proposal Response Forms in their answers.

4. On page 7 of the Proposal Response Forms, under Section Two – Functional Requirements Response, the RFP has a section for “*providing] an explanation for any requirement which is marked “EXPLANATION REQUIRED.”* Will responders need to list these explanations in the comments of the Functional Requirements spreadsheet as well as in this section of the Proposal Response form?

Answer: Yes, the vendor will need to provide complete responses in both the A2- Functional Requirements Response Forms (MS Excel spreadsheets) and in the A1 - Proposal Response Forms (MS Word format). The information provided in Section Two in the A1 - Proposal Response Forms will provide the City with cost information associated with relevant specifications.

5. If the responder would like to include tables, images, or diagrams in response to questions in the Proposal Response Forms, there does not seem to be a way to include them in the Proposal Response Forms. Would the City allow the responder to refer the City to those answers in the Attachments section of their response?

Answer: Any additional information that the vendor wishes to provide can be submitted in the form of an additional PDF as long as they reference section numbers from A1 – Proposal Response Forms in their answers.

6. Regarding data conversion, will the City please indicate which types of information will need to be converted?
 - a. JMS records (bookings) – Answer: All the bookings are done through the County JMS. The City maintains the Arrest Records which are part of the PTS database stated above. No JMS records will need to be converted.
 - b. Personnel records (training, certifications, commendations) – Answer: The City keeps training records in Excel files. This information is not stored in PTS. The City will not need data conversion of those files. **However, the City requests that the vendors include a quote for an integrated training/personnel module that is part of their RMS if available.**
 - c. Document Management System (DMS) – Answer: The City’s digital evidence (pictures, video) is stored on share folders (using the MS File sharing system) and the share folders are named with the associated case number. The share folders are stored in a network server at the PD. **The City requires that all the digital evidence stored on the share files consisting of 43.5 TB in 984,344 files (Photos and videos) be migrated into the new DMS.**
 - d. Any others not listed above? – N/A
7. Page 19 of the RFP states there are 40 laptops, 70 iPads, and 50 ticket writers. Page 21 states there are 90 vehicles with MDCs and 87 full time sworn/uniformed. Will the City please clarify the number of mobile devices

Answer: For the purposes of this RFP, please quote for 113 mobile devices in the form of laptops.

8. Specifically, will the City please provide the following information:
- a. The number of in-car computers to be utilized? **Answer: For the purposes of this RFP, please quote for 113 mobile devices in the form of laptops.**
 - b. Who is utilizing the iPads and how are they being utilized? **Answer: With the implementation of the new system, iPads will be replaced with laptops. For the purposes of this RFP, please quote for 113 mobile devices in the form of laptops.**
 - c. Whether or not the ticket writers are reporting information back to the RMS? **Answer: The ticket writers download warnings and tickets into the City's RMS. They do not connect to CAD at all, and they download just tickets to Incode court.**
9. Page 22 of the RFP states there are 4 dispatch consoles. Will the City advise if all four dispatch consoles are being utilized and manned 24/7? If not, how many are manned 24/7?

Answer: At the time of implementation, all four dispatch consoles will be utilized and manned 24/7.

10. Sections 6.9.2 (System Training and Documentation Requirements) and 6.9.5 (Training Volumes) reference training requirements included at the end of the section. However, it appears that those requirements are missing. Is there a comprehensive list of minimum training requirements to which we should respond?

Answer: The following table contains the requirements (Class type, Total Trainees, Training Method) to which the vendor should respond:

Class	Total Trainees	Training Method (Onsite, Train-the-Trainer)
▪ System Administration	5	Onsite
▪ All contracted modules	15 - 30	Onsite
▪ Ad Hoc Report Generation	10 - 15	Onsite

11. Does the Excel spreadsheets need to be included in the printed copies or can we add to the electronic copy?

Answer: The Excel spreadsheets do not need to be submitted in a printed format. Please deliver the Functional Requirements Response Forms (MS Excel Spreadsheets) in the electronic form on a flash drive.

12. For the data conversion, what format is the source data in (e.g. MS SQL database)?

Answer: MS SQL database

Proposers: Please acknowledge and return a copy of this Addendum with your proposal.

COMPANY NAME: _____

SIGNATURE: _____

DATE: _____

NOTE: Company name and signature must be the same as on the RFP documents.