

City of Owosso, MI

Agenda Management Software RFP Question Submittal:

1. What defines a Mandatory Requirement? To be specific, is it necessary to meet all mandatory requirements for a proposal to be acceptable to the City? Is full compliance with a mandatory requirement necessary? If not compliant with a mandatory requirement or only partially so, will a submission still be considered?

Submissions that do not meet mandatory requirements may still be considered, but will be scored lower than those that meet the mandatory requirements.

2. You have stated a mandatory requirement for the ability to support Word Perfect files, but your business process as described in the RFP seems primarily focused around Microsoft Word. Given that Word Perfect is rarely used in the government verticals, is Word Perfect included in the City Use Case for Council documents?

Yes we primarily use Microsoft Word, but we occasionally work with an attorney that uses Word Perfect.

3. The technical requirements indicate the need for servers and hardware. Is it the view of the City that a customer premised solution is required or preferred? Is a cloud solution acceptable and will it be evaluated equally in comparison to customer premised solutions

A customer based solution is definitely preferred. Cloud based solutions may still be considered, but will be scored lower than those that meet the mandatory requirements.

4. If a cloud solution is acceptable, does the City have a technical/security specification available for such an architecture?

We do not have a specific technical/security specification for a cloud solution.

5. The City has requested a list of all Agenda Management Implementations in the last five years. In our case this would be several hundred such implementations. Is a complete list necessary? If not, would a sample list be acceptable and how many would the city like included?

A sample list of 20-25 would be acceptable if your actual list of implementations would be cumbersome. Please include any Michigan municipal implementations in said list.