C**ity of Seattle Request for Proposal #DIT 130002**

**Consultant Services for Development of Data Center Strategy,**

**Conceptual Design Options and High Level Implementation Plan**

**Addendum Five**

**02/13/13**

The following is additional information regarding Request for Proposal DIT 130002 released on January 25, 2013. This addendum includes both questions from prospective proposers and the City’s answers, and revisions, if any, to the RFP. This addendum is hereby made part of the RFP and therefore the information contained herein shall be taken into consideration when preparing and submitting a proposal.

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| Item # | Date Received | Date Answered | Vendor’s Question | City’s Answer | RFP Revisions |
| 1 | 2/11/13 | 2/13/13 | Re: Section 7.2 - When was the last BIA completed by the City? Did it include a Risk Assessment? | A comprehensive, City-wide BIA has not been completed.  |  |
| 2 | 2/11/13 | 2/13/13 | Re: Section 7.2 - Will you identify which departments will be included in the BIA assessment? | See RFP Revision to Section 7.2 | Section 7.2 is amended as follows: “Business Impact Analysis/ Business Continuity Requirements: Based on a City-provided list of applications and systems, ((~~C~~))conduct a Business Impact Analysis (BIA) of City information technology applications and systems, including Availability and Recovery Time Objectives and interfaces for each system. The BIA will be considered complete upon the City’s written acceptance of the BIA.  |
| 3 | 2/11/13 | 2/13/13 | Section 7.3 mentions 20 City departments. There are 49 city departments – which departments are in scope and which are out of scope? | At least 20 of the following City departments and offices are in scope. The City will assist the successful Consultant in prioritizing the departments for the assessment.Departments* City Budget Office
* Finance and Administrative Services
* Fire
* Human Services
* Information Technology
* Law
* Legislative
* Municipal Court
* Neighborhoods
* Parks
* Personnel (IT support provided by FAS)
* Planning and Development
* Police
* Seattle Center
* Seattle City Light
* Seattle Department of Transportation
* Seattle Public Utilities

Offices* Arts & Cultural Affairs
* Civil Rights
* Economic Development
* Housing
* Intergovernmental Relations
* Immigrant and Refugee Affairs
* Mayor
* Sustainability and the Environment
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| 4 | 2/11/13 | 2/13/13 | Re: Section 7.2 - Is the scope of the BIA limited to applications that currently reside in the City data centers? | Yes. |  |
| 5 | 2/11/13 | 2/13/13 | Re: Section 7.2 - Does the City have a BCP/DR plan in place? | Each department is responsible for its own IT BCP/DR planning. There is no comprehensive, City-wide BCP/DR plan.  |  |
| 6 | 2/11/13 | 2/13/13 | Re: Section 7.5.5 – Does the City intend to obtain any certifications for energy efficiency in new data centers (i.e., LEED)? | Yes, however, specific certifications and levels have not been determined. |  |

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| 7 | 2/11/13 | 2/13/13 | Re: Section 7.5.6 – Can the City provide a complete inventory of software systems? Or, should the vendor discover and inventory applications? | The City can provide a complete inventory of software systems with about 80% accuracy. The Consultant will need to validate this inventory with departments. |  |
| 8 | 2/11/13 | 2/13/13 | Re: Section 7.5.6 – Can the City provide a complete inventory of servers, storage and network equipment? Or, should the vendor discover and inventory all the hardware? | The City can provide a complete inventory for some locations. The successful Consultant will need to validate, discover and inventory at the level it believes is needed to complete the work. |  |
| 9 | 2/11/13 | 2/13/13 | Re: Section 7.5.6 – Does the City have a CMDB tool? | No. |  |
| 10 | 2/11/13 | 2/13/13 | Re: Section 7.5.6 – Can a vendor install automated application and mapping and discovery tools? Is there anything or reason which can preclude the use of automated agent or agentless tools? | The Consultant may recommend a tool however there is no guarantee that the departmental system owners will allow access to their environments.  |  |
| 11 | 2/11/13 | 2/13/13 | Our firm holds a contract with the City that is a piggyback on another jurisdiction’s contract. Would the City accept those terms and conditions in place of the Consultant Agreement included in the RFP?  | No. |  |

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| 12 | 2/8/13 | 2/13/13 | Would you like us to include a sample of a previous BIA report as an example? | Proposers are welcome to submit such information in the Written Proposal response. |  |
| 13 | 2/8/13 | 2/13/13 | To meet the timeframe, we suggest the number of interviews be less than 20. | See RFP Sections 7.3 and 7.4. The City is not requiring a particular approach to information gathering. Each Proposer should describe its proposed methodology in the Written Proposal Response, Question 5. |  |
| 14 | 2/8/13 | 2/13/13 | To meet the timeframe, we suggest deliverables should be provided at two levels, preliminary and final. | See Addendum 2 dated 2/6/13, Question 5 and revised Written Proposal Form. |  |
| 15 | 2/8/13 | 2/13/13 | At the May 30 date, at what level of confidence is necessary for the cost options? | By May 30, the cost options estimated for the 2014 and 2015 budgets should be within an range with +/- 20% level of confidence. By August 15, the cost options required for the 2014 and 2015 budgets should be firm. |  |
| 16 | 2/8/13 | 2/13/13 | Would the City be able to move the schedule by two months, i.e., the 5/30 deliverables be moved to 7/31 and the 8/30 deliverables to 10/31?  | The timeframes cannot be changed.  |  |