



January 31, 2019

To: All Potential Respondents
From: Karl Wendt, Procurement Manager
Subject: RFI0719005001 – Solicitation and Contract Management Tools

Addendum One

Please amend the subject RFP to include answers to the following timely received questions:

- Q1. First, what applications are currently being used for contract document archiving as mentioned in the background in section 1.3?
- A1. DAS-CP uses Papervision (a product from Digitech Systems), Google Drive, and storage on our local network servers.**
- Q2. Second, if a decision is made to move forward after RFI responses, would funding need to be secured before a solicitation could be released or does DAS have any early estimate of how long after RFI responses a solicitation might follow?
- A2. If it is determined to proceed, we likely have a funding source. The timeline for any potential RFP has not been determined at this time.**
- Q3. In sections *1.7 Review and Rejection of RFI Responses* and *1.7.3 Failure to offer demonstrations*, product demonstrations are discussed. Can DAS-CP provide more information about the demonstration process and expected timeframe?
- A3. DAS-CP will schedule online demonstrations of systems presented in the RFI responses upon completion of reviewing RFI responses or may choose to delay demonstrations and complete as part of the RFP evaluation process.**
- Q4. Because DAS-CP mentions the option of using a cooperative agreement after accepting responses to this RFI, would DAS-CP be willing to extend the deadline by one calendar week to ensure a more comprehensive response?
- A4. The due date referenced on the cover page and in Section 1.2 Schedule of Events is hereby revised to be February 12, 2018.**