

CITY OF SANDPOINT
Request for Proposal
RFP No. 20-1920-2
GEOGRAPHIC INFORMATION SYSTEMS (GIS)
CONTRACT SUPPORT SERVICES

QUESTIONS & ANSWERS NO. 1

DATE: August 26, 2020

PROPOSALS DUE: **Friday, September 18, 2020, no later than 2:00:00 PM Pacific Time**

The following are questions as submitted to the City and the City answers to those questions.

1. **QUESTION:**

On page 13 of the RFQ within the Sample Agreement section, Paragraph 2.2 states "Use of Subcontractors are not allowed under this Agreement", is this statement simply part of the template language of the Agreement? If not, is this a condition that could be waived (we would sub-contract work to a sister company)?

ANSWER:

The City of Sandpoint is seeking qualified GIS Services Consultants to address an array of current and future needs. If you feel your services are limited in any particular area of expertise, the City would suggest your firm to partner with a business or firm to complement your services and provide a joint RFP response to consider. The City is not allowing sub-contracting of these services.

2. **QUESTION:**

Are foreign companies allowed to bid?

ANSWER:

The City's preference is to award this contract to a firm within the United States and not to a foreign company.

3. **QUESTION:**

Is remote work accepted?

ANSWER:

Yes. The GIS Contract Support Services can be provided remotely.

4. **QUESTION:**

Are you looking for someone who knows GIS or someone who can work more on the

programming side?

ANSWER:

The City of Sandpoint is seeking qualified GIS Services Consultants to address an array of current and future needs. If you feel your services are limited in any particular area of expertise, the City would suggest your firm to partner with a business or firm to complement your services and provide a joint RFP response to consider. The City is not allowing sub-contracting of these services.

5. **QUESTION:**

Is this a re-bid or new task?

ANSWER:

This is a new service and has not previously been contracted.

6. **QUESTION:**

If it is a re-bid who is the current prime?

ANSWER:

This service is not a re-bid and there is not a current contractor for the City.

7. **QUESTION:**

Can the current prime rebid?

ANSWER:

Not applicable, please see the answer for Question #6.

8. **QUESTION:**

Can all the work be done remotely?

ANSWER:

Please see the answer for Question #3

9. **QUESTION:**

Can the bidding prime contractor have a subcontractor?

ANSWER:

Please see the answer for Question #1.

10. **QUESTION:**

As far as afterhours on call services – what would the turn around time be for the contractor to respond to the request?

ANSWER:

The City's response requirements are as follows:

High Priority Response Time (very rare):	2 hours
Typical Response Time:	4 hours

11. **QUESTION:**

It seems like the application is housed internally, if so would the city consider having a cloud based hosting solution or would it need to stay internal?

ANSWER:

The City will consider recommendations from the awarded Contractor. Currently, the applications GIS interfaces with are on-site. However, the City does wish to move to cloud based solutions over time.

12. **QUESTION:**

Is there a current GIS budget in place for the city that can be shared?

ANSWER:

The City's budget for Fiscal Year 2020/2021 (October 01, 2020 – September 30, 2021) is \$60,000.

13. **QUESTION:**

Does the city have a budget for the services to be performed?

ANSWER:

Please see the answer for Question #12.

14. **QUESTION:**

What is the estimated time of the contract?

ANSWER:

Per the Sample Agreement included within the RFP document:

'The term of this Agreement is Three (3) years commencing October 08, 2020 with an option for two (2) one year renewals at the end of the first term (October 07, 2023) with pricing, terms, and conditions agreed upon by both parties. The Term is based on continued program funding in subsequent fiscal years beginning with Fiscal Year 2021/2022.'

15. **QUESTION:**

Do applying companies have be registered as a business with the Idaho Secretary of State?

ANSWER:

The City would recommend contacting the Idaho Secretary of State to confirm State of Idaho requirements for conducting business within the state.

16. **QUESTION:**

What GIS vendors does the City currently work with?

ANSWER:

The City currently does not work with any GIS contractors. Any GIS vendors the City

works with is in relation to the GIS software being utilized.

17. QUESTION:

Can this work be conducted 100% remotely?

ANSWER:

Please see the answer for Question #3

- **END OF QUESTIONS & ANSWERS** -