



REQUEST FOR PROPOSAL MSO0062
PURCHASING OFFICE
CITY OF AUSTIN

LABORATORY INFORMATION MANAGEMENT SYSTEM

RFP MSO0062

ADDENDUM No. 3

DATE: November 8, 2011

The following items are hereby incorporated into the solicitation package:

1.0 Questions and Answers – Deadline for Q and A has expired as of November 4, 2011 4pm.

1. What is the amount of the budget or specific funding set aside for this contract? If there is not a budget, can you provide a budgetary range or expectation for funding to be allocated for the project for the products/services to be provided by the vendor?

By the policies of the City of Austin, we are not permitted to give this information. All City budgets are contingent on approval of future year funding annually approved by the City of Austin Council.

2. Section 10.10 – Contract Payment and Retainage. Can you please clarify if the resulting contract will be a firm fixed fee with a not-to-exceed contract amount?

This question was answered in Addendum 1 (Q7, A7). As referenced in Section 10.10, the City requires a firm fixed offer.

3. Is it the desire or intent of the City to contribute toward the configuration and deployment of the new LIMS? Please describe the number of City staff expected to be participating in/contributing to the implementation process.

The City plans to provide resources from the Information Technology Services, Laboratory Services and customer groups to complement LIMS vendor resources supplied during implementation. The City's staffing plan includes a nearly full-time LIMS Manager, who will serve as both the LIMS Administrator and Project Manager, and one full-time equivalent of subject matter experts' (SME) time. Database administrator (DBA) resources are also available, as needed.

The LIMS Manager will administer all aspects of the LIMS system and will only be pulled away from the new LIMS implementation to address critical needs with the current LIMS, plant operations systems or laboratory instrument data systems. The SME resources will be comprised of a rolling team of experts drawn from the laboratory sections relevant to active implementation efforts at any given time.

The City requests all proposals include the City resource assumptions factored into the timeline, approach, and pricing.

4. Does the City have the required Oracle v11 database licenses or should the vendor include the cost of database licenses in the cost forms?

The question was answered in Addendum 1 (Q6, A6). No, the City of Austin will be responsible for database licenses. They can be excluded from the Pricing Schedule.

5. Does the City have any requirements for capturing and maintaining documents, images and/or scanned data online?

No, this RFP includes no requirements to provide document or image management.

6. Does the City require an interface to an agency accounting system? If yes, what is the current system?

No, this RFP includes no requirements to provide an interface to agency accounting system.

7. Section 3.7 Microsoft SharePoint – Will the city consider a different approach to the current process that uses MS SharePoint?

Yes, not only would the City consider a different approach to Microsoft SharePoint, it is requesting an alternate approach be presented in the proposal. Where SharePoint is used today by operations staff and report users, the preference would be that those users can enter and access the information directly from proposed system.

From Section 3.7 in the RFP:

The new LIMS is expected to reduce the dependence upon ColdFusion and SharePoint applications by (1) providing direct access to the application via Citrix and/or web browser, thus allowing the package plants operations staff to retrieve their lab data and enter their operational data directly into the system, (2) allowing users to generate graphical reports to screen or PDF from within the LIMS and generate data reports or queries of data from the LIMS directly to Excel and (3) providing a graphical reporting tool that could be used by non-programming staff to create or modify reports.

8. Data Migration: The City provided an example where a sampling point called "ABC #1" in the legacy LIMS will be called "ABC-1" in the new LIMS. Will the City be responsible for cleansing and mapping similar legacy data?

Cleansing of data in the current LIMS is performed regularly, so the need for it during data migration should be minor.

While the City expects to be involved with decision-making during the migration process, the vendor will be responsible for creating and executing the migration itself.

The expectation is that PLOP data will be migrated along with AW LIMS data.

9. Can you verify that it is the City's intent to fully replace the PLOP system with functionality provided by the new LIMS? Additionally, what type of enhancements have been requested by treatment plant customers?

Yes, the expectation is that the entire functionality of PLOP will be replaced by the proposed system. The functionality of PLOP is described in Addendum 1 (Q1, A1). To be clear the replacement does not have to be stored in the LIMS itself, but the City intends for PLOP functionality to be address in the proposed system. This functionality may be addressed via third party products, if desired.

Enhancement requests from Treatment have related to easing the burden of data entry for operational data and increasing the power of reporting (combining laboratory and operational data in graphical reports).

10. Section 3.9 "data currently stored in PLOP must be stored in the proposed system". Typically a SCADA database may store millions of records for continuous flow readings. Is this the case with the PLOP database? Or does PLOP store daily average flow, for example? 3.8.2 states "The PLOP module contributes over 150,000 treatment plant operational records stored in 8 tables." Is that the entire record number for the PLOP database or what it contributes to the AWLIMS database?

The values stored in PLOP are manually entered values (roughly twenty) for each plant each day. The 150,000 treatment plant operational records represent the entirety of PLOP, which resides within the AW LIMS database. The operational data entered in PLOP are described in Addendum 1 (Q1, A1).

No continuous flow readings, such as those from an operational control system, are stored in PLOP.

11. Section 3.2 Water Environmental Integrated Recordkeeping System (WEIRS) – In addition to the ability to import self monitoring data (similar to sub-contract lab data) and providing a set of materialized views, is their any requirement for automated scheduling/login through an electronic exchange? 3.9 "AWLIMS does not provide calendar-based scheduling of pre-logged samples. This feature is expected in the new LIMS, and AWU will pursue using sample-scheduling data in other systems, such as WEIRS and Hansen, to pre-log samples in the new LIMS." Will this be a requirement to provide an interface to pre-log samples from WEIRS or Hansen?

The City desires pre-logging and calendar-based scheduling capabilities within the LIMS itself, but there is no requirement to perform these functions via an interface from WEIRS or Hansen. Other than the SMR data and

materialized views, the interface from the LIMS to WEIRS and from LIMS to Hansen is the goal. There is no requirement for a WEIRS-to-LIMS or Hansen-to-LIMS interface.

If the functionality is available, the City will investigate gleaning information from WEIRS or Hansen to build schedules for logging samples within the LIMS; however, this is not a requirement.

The City is interested in what web services are available that can be consumed by external systems within the proposed system. The City uses WebSphere and would like to extend that functionality, if possible. The capabilities of the selected LIMS will be considered during the Needs Assessment to determine how the specific features in the selected system could be leveraged to improve City processes.

12. Section 3.3 Hansen Maintenance Management System (MMS) – Other than a materialized view, will there be any other requirement for integration with the new LIMS? See #11 above.

See the answer for question 11.

13. Section 4.4.1 - "manually entering data from AWLIMS and PLOP into the netDMR, the web based reporting system developed and maintained by TCEQ." Will there be a requirement to generate the netDMR import file format out of the new LIMS so that the DMR data does not have to be entered manually? 43.10.1 "The system must be able to export the report in a delimited format, such as CSV". Is this referring to the netDMR CSV import file format?

This question was already answered in Addendum 1 (Q3, A3). Per Requirement 43.10, the proposed system must be capable of generating netDMR reports that can be uploaded to the state. This report will allow AWU staff to avoid manually entering data via the netDMR web site.

The netDMR report uses a comma-separated values (CSV) format, included in Requirement 43.10.1. A detailed specification of this file can be found at:

<http://www.tceq.state.tx.us/assets/public/compliance/netdmr/NetDMRImportSpecifications.pdf>

14. Should the Requirements Table be included in only the original copy or with all hard copies? There is conflicting information in section 6 (There is no need to include responses to the Requirements Table in the paper copies of the response, with the exception of one paper copy to be included with the Original copy of your response.) and section 10.4 (Fourteen (14) photocopy hardcopies of the RFP response, including the completed Requirements Table).

A hardcopy of the Requirements Table is required with the original copy only. The additional copies do not require hardcopy Requirements Tables to be included with them.

15. Does the City prefer (or require) a true web-based application, or is use of emulation software (i.e. Citrix, Windows Terminal Services) or other web-enabling of a client/server application acceptable as a LIMS deployment architecture?

The key objectives are to minimize the footprint on the local computer, provide access to users at remote sites and to meet AWU Common Infrastructure Standards, as described in Section 48 of the Requirements Table.

Any costs beyond operating systems and the database licenses must be included in the pricing schedule. Database licenses should be assumed to include only licenses for the database itself and not necessarily all licenses provided by the database vendor, such as an application server

Section 0300, Standard Purchase Terms & Conditions

16. 12.C (p. 2): This provision appears to apply to cost-plus or T&M contracts. Does it apply to this contract, and to invoices for deliverables or milestones that include services (labor), even when the contract is expected to be a NTE or fixed price contract?

This is a method for billing for a fixed price contract for the labor anticipated to be in the SOW (a billing methodology).

17. 13.D (p. 3): Can the City withhold or set off the entire payment or part of any payment otherwise due the Contractor for delivery of a defective or non-conforming deliverable, even when the payment or partial payment being withheld is unrelated to the defective/ non-conforming deliverable? Or is the intent of this clause that any payment/partial payment being withheld pertain to the deliverable in question?

The City does not intend to make any partial payments.

Section 0400, Supplemental Purchase Provisions

18. 13 (pp. 6-7): Which paragraphs A-C are referenced by the last paragraph of this section?

Remove where it reads "Paragraphs A – C"

Paragraph should read as follows:

For those customizations Purchaser requests subsequent to those itemized in the original Contract and provided by Licensor, such customizations shall also be subject to the final acceptance process set forth above. Licensor and Purchaser shall decide upon a mutually agreeable schedule for the development and completion of any such subsequent customization features.

Section 0100, Standard Purchasing Definitions

19. 15 (p. 1): Are the Contractor's form license and maintenance agreements, or portions thereof not in conflict with or addressed by the City's standard terms, to be included/incorporated into the final contract?

The City plans on using its standard terms and conditions. However if the vendor has any agreements, they must be submitted with the original response on the solicitation closing date. The City reserves the right to reject any and all exceptions taken to the City's terms and conditions.

2. All other terms and conditions remain the same.

Approved by: 
Art Acuña, Senior Buyer

Receipt Acknowledged By:

Offeror's Name Authorized Signature Date

Return two (2) copies to the Purchasing Office, City of Austin, Texas prior to submittal or with your sealed bid.
FAILURE TO DO SO MAY CONSTITUTE GROUNDS FOR REJECTION OF YOUR OFFER.