



**February 14, 2011**

**RFP#DBI 1-2011**

**PERMIT AND PROJECT TRACKING SYSTEM**

**Due Date: March 11, 2011 at 2:00 p.m. PST**

**TO: ALL BIDDERS**

**Please note the following changes to the subject contract proposal before submitting your offer. A signed and dated copy of this Bid Addendum must accompany your bid.**

**1. Note change to RFP Document, Title Page,**

**"Proposals Due:"**

**Replace**

**From:** March 2, 2011, 2:00 pm PST  
**To:** March 11, 2011, 2:00 pm PST

**2. Note change to RFP Document, Section I, Introduction and Schedule, B. Schedule**

**"Proposals due by 2:00"**

**Replace**

**From:** 3/2/2011  
**To:** 3/11/2011

**3. Note change to RFP Document, Section III, Submission Requirements, A. Time and Place for Submission of Proposals.**

**"Proposals must be received, PST"**

**From:** by 2:00 pm PST on March 2, 2011  
**To:** by 2:00 pm PST on March 11, 2011

**4. Note change to Attachment B, Technical and Functional Requirements, Proposer's instructions.**

**"Standard in COTS, Definition"**

**Replace**

**From:** Requirements will be met 'out of the box' without configurations, customizations or modifications to the existing application or report. The functionality must be installed and operational at other sites and can be demonstrated to the Agency.

**To:** Requirement will be met 'out of the box' or configurable to meet the requirements, and excluding customization.

**"Will Provide with CCSF PPTS, Definition"**

**Replace**

**From:** Requirements will be met as an 'out of the box' function and/or feature before the first full system test.

**To:** Requirement will be met via customization before the first full system test.

**"Note 2"**

**Replace**

**From:** Only one (1) response per requirement will be accepted. Multiple responses will be re-coded at the discretion of the Agency.

**To:** Only one (1) response per requirement will be accepted. The comments area should be used to explain any exceptions. More than 1 (one) response without an explanation will be considered as a response code of "N".

**"Note 4"**

**Add**

Attachment B, Technical and Functional Requirements (total of 65 pages excluding the Table of Contents), should be downloaded from the internet as an Excel file. If you do not see the following tabs, go to [office.microsoft.com/en-us/excel-help/where-are-my-worksheet-tabs](http://office.microsoft.com/en-us/excel-help/where-are-my-worksheet-tabs)

System Administration	Reporting and Business Intelligence
Technical	Global Features
Plan Development	Planning Cases
Permits and Case Processing	Inspections
Complaint Tracking	Code Enforcement and Appeals
Fees Calculation and Tracking	Proposer's Instructions

**5. Note change to Attachment B, Technical and Functional Requirements, Planning Cases Section**

**Line numbering on pages 29 – 40**

**From:** 115 - 237

**To:** 89 – 211

**6. Note change Attachment B, Technical and Functional Requirement**

**Page Numbering should be X out of 65**

**All other terms and conditions remain the same.**

**Acknowledgement of receipt:** \_\_\_\_\_  
Signature Date  
\_\_\_\_\_  
Print Name and Company Name