REQUEST FOR PROPOSALS No. 21-066

Electronic Signature Solution

Addendum 1
Issued: August 6, 2021

Closing Date & Time: on or before 3:00 PM Pacific Time on August 31, 2021

This addendum shall be read in conjunction with and considered as an integral part of the Request for Proposal. Revisions supersede the information contained in the original Proposal or previously issued Addendum. No consideration will be allowed for any extras due to any Proponent not being familiar with the contents of this Addendum. All other terms and conditions remain the same.

Questions & Answers

Q1.   Do you have a centralized document management repository in place that manages most if not all the documents listed in 3. scope of service; section 7 workflow mgt system expectations. Or is the intent of the request to grab documents from CityView, VADIM, SAP to manage workflow and signatures?

A1.   Section 7 contains few examples of expectations from different departments of the RDN. Most of the documents are stored in Microsoft SharePoint.

Q2.   What was your experience like with DocuSign?

A2.   DocuSign met expectations.

Q3.   Does DocuSign have any build in workflow?

A3.   Yes.

Q4.   Is there a price page or format that you want bidders to adhere too?

A4.   No.

Q5.   Have you built out or thought through what your various document workflow looks like per use case?

A5.   No. General expectations from different departments are in the Statement of Work.

Q6.   Do you have any ideas how many workflows you require?

A6.   No. The solution should offer workflow capabilities versus not having any workflow.

Q7.   What would be the total number of users within the RDN? Our licensing structure is per user.

A7:   The RDN has approx. 490 employees.

Q8.   We have a private cloud solution that is well suited for government and public entities. Will the RDN be open to host the solution on RDN Azure or AWS cloud? Or preference is vendor hosting? As AWS and MS Azure partner we support both options.

A8.   Preference is with Vendor hosting for cloud.

End of Addendum 1