



PURCHASING DEPARTMENT

COLE COUNTY COMMISSION

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To: All Interested Parties
From: Jessica Bryant, Cole County Purchasing Agent
Date: May 19, 2022
Re: Addendum Three to Cole County Bid No. 2022-20: Land Records Software Management & Imaging System

The following information hereby becomes part of the above-referenced Request for Bid and shall be fully considered in the preparation of your response.

1. How many users will utilize the new system?
 - There will be approximately 25 end users now, but will need to expand when necessary.
2. How many databases are there to be converted? What size?
 - There are two databases to be converted; an image database and the RMS records data. As of today, the image folder has 737,785 files, 5,910 folders, and is using 205 GB of storage.
3. Does the County have a required Go Live Date?
 - The County will work with the vendor's schedule to coordinate a "Go Live Date" that works for both the Recorder and the vendor.
4. What is the County's current payment provider?
 - The County's payment provider is through Central Trust Bank; payments can be made by Credit Card, ACH, and/or business check.
5. Does the County have a need for automated indexing and redaction?
 - An automated indexing system would be a consideration. Redaction is a necessity for confidential functions, paper, microfilm media digitization, storage and destruction.
6. Does the County have a need for paper and microfilm media digitization, storage, or destruction?
 - Yes, all of the mentioned functions - paper, microfilm, media digitization, storage and destruction.
7. Can vendor provide a detailed pricing grid in addition to the Bidder Response Form?
 - Yes.
8. Can support pricing break out what after hours or on call support pricing will be? Or is it an absolute requirement to be included in the total maintenance amount?
 - The support pricing must be included in the total maintenance amount.
9. Will the County consider an on-prem only system?
 - Yes, an on-prem only system would be considered.

The bid receipt date and time HAVE NOT CHANGED; submissions will be received until Thursday, May 26th at 3:00 p.m.

I/We have received Addendum Number Three to Bid No. 2022-20 and have fully considered the information provided in preparing a response.

Name of Company

Agent and Title

Authorized Signature