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**DEPARTMENT OF PUBLIC SOCIAL SERVICES**

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February 29, 2008

**To:** All Proposers

**From:** LEADER Replacement System (LRS) Project

**Subject:** **LEADER REPLACEMENT SYSTEM REQUEST FOR PROPOSALS (RFP) – ADDENDUM NUMBER THREE**

This transmittal letter is in reference to Addendum Number Three to RFP # ESD 07-02. All Request for Proposals (RFP) sections and appendices updated by Addendum Number Three and this transmittal letter are posted to the LEADER Replacement System Project website at: [http://www.ladpss.org/dpss/LRS\\_RFP/default.cfm](http://www.ladpss.org/dpss/LRS_RFP/default.cfm).

RFP documents added or updated by this Addendum are identified by Addendum number and date. Those RFP documents which remain unchanged will continue to show the original RFP release date of November 30, 2007. Modified, deleted, and new texts appear as tracked changes with a vertical line in the margin of the page.

Addendum Number Three includes the following major changes:

RFP Document	Change(s)
Body	<ul style="list-style-type: none"> <li>▪ In Subsection 4.10 (Performance Security Requirements), provisions for payable upon demand and effective end date have been modified.</li> <li>▪ In Subsection 4.26 (Local Small Business Enterprise (SBE) Preference Program), SBE program requirements have been added.</li> <li>▪ In Subsection 5.2 (Proposer Qualifications), requirements have been clarified.</li> <li>▪ In Subsection 6.4 (Proposal Submission), number of hardcopies has been modified.</li> <li>▪ In Subsection 6.8.4.1 (Technical Solution (Proposal Section 17A)), proposal requirements have been clarified.</li> <li>▪ In Subsection 6.8.4.2 (Technical Approach (Proposal Section 17B)), proposal requirements have been clarified.</li> <li>▪ In Subsection 7.3 (Evaluation Criteria and Weighting Factors) and Subsection 7.4.2 (Evaluation Phase 2 – Evaluation of Management/Technical Proposals), maximum points and weights of the evaluation criteria have been modified.</li> </ul>

<b>RFP Document</b>	<b>Change(s)</b>
Attachment A (Statement of Work)	<ul style="list-style-type: none"> <li>▪ In Subsection 3.5.4.1 (Deliverable 5.4: Network Design Plan), a requirement for assessment of the impact on LANet/EN has been added.</li> <li>▪ In Subsection 3.10.3 (Subtask 10.3: Prepare LRS Training Plan), a requirement for maximum travel distance for trainees has been added.</li> <li>▪ In Subsection 3.11.2 (Subtask 11.2: Prepare LRS Helpdesk Support and Application) and Subsection 3.11.3.1 (Deliverable 11.3: LRS Training Materials), requirements related to videoconferencing have been clarified.</li> </ul>
Attachment B (Statement of Requirements)	<ul style="list-style-type: none"> <li>▪ In Subsection 2.18.3 (Issuance of Correspondence), requirements for DPSS Customer Service Center (CSC) ID cards and PIN notices have been added.</li> <li>▪ In Subsection 3.2.4.1 (Legislative and Compliance Standards), County policy information has been clarified.</li> <li>▪ In Subsection 3.3.2 (Infrastructure), a requirement for performance testing activity and environment requirements for performance testing, testing, and staging have been added.</li> <li>▪ In Subsection 3.3.3 (Central Print Facility), requirement for color printing at the Central Print Facility has been deleted.</li> <li>▪ In Subsection 3.4.4 (Data Management), requirement for purge process has been deleted.</li> <li>▪ In Subsection 3.4.4.2 (Data Analysis and Reporting), requirements for reporting tool have been clarified.</li> <li>▪ In Subsection 3.6.2 (Certain Performance Requirement Measurements), performance requirements have been added and modified.</li> <li>▪ In Subsection 3.7 (Ongoing Support Tools), requirements related to videoconferencing have been clarified.</li> <li>▪ In Section 4 (Summary of Required LRS Interfaces), requirements for Learning Management System have been added.</li> <li>▪ In Section 6 (LRS Training Requirements), requirements related to videoconferencing have been clarified.</li> <li>▪ In Subsection 6.1 (General Training Requirements), requirements for training locations have been modified.</li> </ul>
Attachment C (Sample Agreement)	<ul style="list-style-type: none"> <li>▪ In Subparagraph 1.4.66 (Peak Usage Hours), definition has been modified.</li> <li>▪ In Subparagraph 1.4.81 (Source Code), definition has been modified.</li> <li>▪ In Subparagraph 10.3 (Liquidated Damages for Failure to Meet Certain Performance Requirements), requirements have been added and modified.</li> <li>▪ In Subparagraph 11.4 (Warranty Work Response), requirements related to videoconferencing have been clarified.</li> <li>▪ In Subparagraph 17.3 (Performance Security Requirements), performance security requirements have been clarified.</li> <li>▪ In Paragraph 71 (Local Small Business Enterprise (SBE) Preference Program), SBE preference program provisions have been added.</li> </ul>

<b>RFP Document</b>	<b>Change(s)</b>
Attachment D (County Required Forms)	No changes.
Attachment E (County Ordinances and Policies)	No changes.
Attachment F (Proposer Response Forms)	<ul style="list-style-type: none"> <li>▪ Functional Requirements Response Form Matrix updated to reflect changes to Attachment B (Statement of Requirements).</li> <li>▪ Technical Requirements Response Form Matrix updated to reflect changes to Attachment B (Statement of Requirements).</li> <li>▪ Training Requirements Response Form Matrix updated to reflect changes to Attachment B (Statement of Requirements).</li> </ul>
Attachment G (Pricing Schedule Forms)	No changes.
Attachment H (Technical Exhibits)	<ul style="list-style-type: none"> <li>▪ In Exhibit 3 (County's Chief Information Office (CIO) Guiding Principles), standards have been clarified.</li> </ul>
Attachment I (Glossary)	No changes.

All other RFP provisions shall remain the same. It is noted that one or more Addenda to the RFP are being prepared by County.

In accordance with Subsection 1.3 (Schedule of Events) of the RFP, the deadline for submitting written questions was on January, 7 2008. No County response will be provided for written questions received after the deadline of January 7, 2008.