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November 18, 2014

ADDENDUM # 1

On November 7, 2014, the City of Birmingham invited bids for **Deployment Services for Dell Desktop Computers and related items Bid # 14-80**. Said bid to be opened 2:00 p.m., November 25, 2014.

PLEASE NOTE:

- (1.) Page 5, Scope of Work, add #8. THIS SOLICITATION DOES NOT INVOLVE ANY UPDATES.
- (2.) Page 6, paragraph 3B, delete wording and replace with the following: Ensure image loaded by allowing system to boot to login prompt only.
- (3.) Page 7, paragraph 4G, delete wording and replace with the following: In presence of vendor, user to log on to the new equipment using employee user ID and password.
- (4.) Page 7, paragraph 5A, add the following to the end of the paragraph: and temporarily store on site until the hard drive has been removed by City personnel.
- (5.) Page 7, paragraph 5C, delete wording and replace with the following: move legacy system to an off site storage area designated by City after hard drive has been removed.
- (6.) Page 10, City Responsibilities, add #23. To remove hard drives before vendor takes legacy systems to off site storage facility.

PRE BID CONFERENCE QUESTIONS AND ANSWERS:

- (1.) Can the old computers be moved in bulk or a little each day?
That is up to the vendor's desires. They can not be moved until the city removes the hard drives.
- (2.) When does the City anticipate the start of the deployment?
The middle of January 2015.
- (3.) Will there be a problem with security at the different City locations?
No. The City has minimum security at most locations, but deliveries are made daily at these locations, so security will not be a significant issue. The police department will require finger printing and background checks for any employees coming to work in their building and will have to be escorted at all times.
- (4.) Are the 8:00 to 5:00 service hours flexible?
That is between each department coordinator and the vendor.
- (5.) Does the project manager have to be on site?
Not for 8 hours/day, but there has to be some type of communication between the project manager and the IMS Department, as well as periodic update meetings that can be done by phone. Most likely Program Manager will be on site at beginning of deployment.
- (6.) How many images will be displayed on each computer?
Each department has an image. There will be one image only on each computer.
- (7.) In what format will the image be sent to the vendor?
Ghost
- (8.) If the vendor deploys 1101 computers, what happens to the other 99?
Dell will ship the remaining computers directly to the City.
- (9.) What happens if the vendor is shipped a broken system?
The City will replace the broken computer from one of the remaining 99 and get a replacement from Dell.
- (10.) Is the vendor charged any freight charges?
No.
- (11.) Who is responsible for hauling away trash?
The vendor, to an offsite location.
- (12.) Will all equipment be tagged?
Only the computer and monitor will be tagged.
- (13.) Will the asset tags have to be logged?
Yes. The City will need documentation showing the location of each computer and monitor as well as the serial number the tags are affixed to. Recommend use of an electronic spreadsheet.

(14.) What system does the City use for tagging?
Dell KACE Management Systems.

(15.) Will the drivers be provided and tested?
Yes, they will be provided and they have already been tested with the Windows 7.0 operating system.

Bid opening remains as originally scheduled: 2:00 P.M., November 25, 2014.



Ronnie E. Nickel, Purchasing Agent

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