

	Question	Response
1	You note a list of required integrations. If any integrations are not currently available but could be added in the future, would we still be eliminated from consideration?	No, but we would want to see how and when your company proposes to address any of these future integrations. Or what options your solution has for addressing any gaps in functionality.
2	Have you seen any demonstrations of construction management solutions in the last 3 years?	Yes, the City issued a Request for information (RFI) for construction management software in early 2023, and from the responses received, we asked three companies to present demonstration of their products.
3	Have you been given a proposal by a vendor for a construction management solution in the last 3 years?	As noted above, we received responses to our RFI earlier this year, but we have not received any formal proposals yet. The purpose of the current RFP is to solicit formal proposals.
4	What is your average CIP on an annual basis?	Average annual CIP is approx. \$100 million
5	Attachment A lists requirements which are categorized by: Required, Important, Nice to Have, and Explore. If requirement categorizations that are identified as I, N, & E require configuration or customization, would you like us to price in the services to meet those requirements or just indicate that the requirement can be met with “future configuration”? Can you set a boundary for which requirement categories we should price? A response may be: Price all of these requirements or price only the Required and Important, etc. Please provide guidance.	Please provide pricing for integrations that are R, and I. For integrations categorized as E, please provide information on level of effort or if the integration is currently available or a future configuration.
6	The Implementation Price category in Attachment A is asking for pricing associated with Data migration which are tough to estimate with the date provided. Please provide how many projects you will require data migration from (Excel and SharePoint) and the average value of data (in GB) to be migrated?	Our estimated migration is 300 to 500 GB. We have approx. 40 current projects to migrate. Depending on functionality, we will explore the option to import additional historical data. Please provide a price range based on these estimates.

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7	For integrations, The Implementation Price category in Attachment A is asking for pricing associated with Integration. Requirement 22, A-M lists the potential integrating solutions, should we price integrations for all 13 systems or only for those requirements marked as a “R” or “I”?	Please provide pricing for integrations that are R, and I. For integrations categorized as E, please provide information on level of effort or if the integration is currently available or a future configuration.
8	As the City is asking for pricing for On Premise and Cloud, please consider for On Premise solutions the cost and associated effort for the City’s IT group to build environments and maintain the system. It may be difficult to compare apples to apples with this pricing approach.	By providing pricing by deployment strategy, the City will be able to consider internal costs to support either Cloud or On Premises implementations.
9	Requirement Meets System and Organization Compliance 2 standards. Please provide additional information on this requirement.	System and Organization Controls (SOC 2) is a voluntary compliance standard for service organizations, developed by the American Institute of CPAs (AICPA), which specifies how organizations should manage customer data. The standard is based on the following Trust Services Criteria: security, availability, processing integrity, confidentiality, privacy.
10	Attachment A, Question 22 – “Explain how your system might integrate or replace this solution, and if you have experience with it:” Can the City elaborate if the requirement is expected to be integrated in the future or required now? Also, can the City define “Required, Important, and Explore” marked for each question?	The categorizations align with the priority of each requirement and integration. These are potential integrations, with the R, I, and E given to the likelihood that we'll need to build that specific integration. Do you have experience integrating with the solution? Also, we want to know if your solution could potentially replace this functionality, if applicable.
11	Can the City provide more detail on the systems to be integrated so the vendors can provide an estimate?	All of the requested integrations are listed in Attachment A, Question 22 a through m.

	Question	Response
12	Integration with Bluebeam Revu is a high priority item in our product roadmap. Currently, Bluebeam is redeveloping its product API and is NOT available for their development partners. Bluebeam communicated in the past that the API will be available in 2023 but it is currently is still not available. Does the City accept the fact that integration with Bluebeam will be available three months after their new API becomes available?	The City has utilized Bluebeam Revu and Extreme for over a decade in various capacities, utilizing APIs as required. We currently have our land management and permitting system integrated with Bluebeam for the purposes of plan review. This integration uses a Bluebeam API and is heavily used on a daily basis.
13	Given the stated timeline, implication is that proposal would be required to remain valid for 6 months (due date to signed agreement). Please confirm the expectation for proposal longevity as submitted (no changes allowed).	The intent is to have the proposal be valid throughout the entire selection and diligence process up to contract execution with the finalist vendor.
14	Confirm that proposal does NOT need to include a Certificate of Insurance. Should vendors acknowledge their ability to meet these requirements upon award selection?	Correct, the insurance requirements were provided in the RFP for information only at this stage. Insurance certificates would be required upon selection.
15	Confirm expectations that none of the provided agreements should be executed at time of proposal. Should vendors raise comments on such agreements for discussion and clarity upon award selection? Or simply review for reference at this time?	Attachment D Information Privacy and Security Agreement (IPSA) and Attachment E Consulting Services Agreement are provided for reference only. These are boilerplate documents that will be used as the basis for negotiation during contracting.
16	Outline expected CIP budgets for next 6 years for projects to be managed through this platform. City's Budget doc describes \$160M for 2023-2024 and \$360M for 2023-2028. Should we assume \$60M per year?	Average annual CIP is approx. \$100 million
17	Does City have access to GSA or TIPS Co-Op pricing?	Yes, we have access to both.

	Question	Response
18	Consultant was referenced (Terms and Conditions on page 7). Can City identify the consultant by name and describe that engagement? What role will consultant have in the implementation process?	The City has contracted with SoftResources, LLC for assistance with RFP preparation and review. This consultant will not participate in the implementation process.
19	Cloud Pricing – are 450+ external users expected to require concurrent access to the application and project data? Or is this a collective number of historical users spanning a number of years and projects, and not necessarily “active”?	At any given moment, there will be 50 to 80 core City users of the application and any associated systems. A public portal would be required for the external users (contractors, consultants, etc.) to be able to interact with the system (upload/download documents, etc.). These external users should not be licensed users of the application.
20	Attachment A – is it acceptable to attach Exhibits for topics such as Support and Training?	Yes, exhibits are acceptable.
21	Attachment A – Workforce/Resource Management (#90 and more) – most project resources align to contractors, whereby the owner is not “managing” resources. Please provide use case where City would need to manage project resources in this way? Does City have Time and Attendance software to track employee time against projects?	City uses WorkForce Dimensions to track time and does assign hours to projects. This information is sent to Dynamics 365. Regarding project resources, we are looking to forecast workloads to reallocate projects.
22	Attachment A – Bidding (#100+) – does City already have a bidding platform via Purchasing Dept.? Would these functions require integration with that platform?	We are not looking to integrate with Procurement. For capital projects, we do not use and are not required to use the same process as purchasing for other services and contracts.
23	Scope of data to be migrated? # of projects, density and formats of data elements? Import utilities adequate for self-service migration? Attachment A – Migration (#126) – end-result desired to be documents storage versus database population (via XLS data)?	Approximately 40 projects are tracked across a series of Excel files, perhaps 4 to 5. The data from these files would be standardized into a smaller set of Excel files to be used for the data import. SharePoint is currently used as the public portal for the exchange of project file sets. Keeping records of those file sets and the relevant metadata is required.
24	Attachment A 39. Drill-down to source transactions. Can you provide more information on this?	This drill down to source is about the connection to data for reports and dashboards. The key items will be budgets and schedules, and the ability to see who developed them and who reviewed and approved them

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25	Attachment A 80. Geographical Information System integration with projects. Is the goal to have the GIS system show up in a certain module in our system? Can you provide the name of the current GIS system?	The goal is to integrate with the City's GIS system for project data including but not limited to location at a project and portfolio level and to have access to existing GIS information within the project boundaries for design and construction, so this may involve more than one module in your system. We currently use ArcGIS Desktop and ArcGIS Pro.
26	Attachment B .01.04.08 Provider shall make logs available to the customers. Does this Construction Management solution need to be HIPAA compliant?	No, we will not be collecting any HIPAA related data.
27	Attachment B .01.04.10 If applicable, the provider shall agree to enter into a HIPAA-compliant business associate contract or agreement (BAA), provider will comply with the HIPAA breach notification requirements that apply to the business associates. Business associate is responsible for notifying the covered entity of breaches of unsecured protected health information (PHI). Does this solution need to be CJIS compliant?	No, we will not be collecting any CJIS related data.
28	Attachment B .01.05.03/.04 What are your data retention policies? What kind of retention tags and schedules do you intend to use?	We follow the WA State Archives CORE (https://www.sos.wa.gov/archives/recordsmanagement/usingthelocalgovernmentcommonrecordsretentionschedulecore.aspx). We expect to tag with the DAN from the CORE and possibly a "record type" field (e.g., contract, record drawing, submittal, etc.). Generally, most project records are sent to the State Archivist for review six years after project acceptance (CORE 2.3, DAN GS50-18-10 Rev 1). Some records are retained for the life of the agency, and some for other periods of time.
29	Are you able to share a range of annual construction volume in \$ amount?	Average annual CIP is approx. \$100 million

	Question	Response
30	Provide a statement to the effect that you understand and agree to obtain a City of Redmond business license as a requirement for performing these services. A City business license application can be found at: http://www.redmond.gov/BusinessLicense . Does this license need to be obtained prior to proposal submission? Or, prior to contract signature?	A City of Redmond business license will need to be obtained during the contracting phase. It is not required prior to proposal submission.
31	What is the City's annual construction volume?	\$25-\$30 million annually in construction phase spending
32	Will the City make exception to the requirement for supporting multi-factor authentication or integrating with 3rd party MFA solutions, if the solution supports integration with SAML 2.0 SSO solutions for user authentication?	The requirement will be to integrate with Azure AD or another major Identity provider. Simple ADFS authentication will not be allowed.
33	Will the City make exception to contracting on this document and instead accept a scope of services with Procore documentation?	A City of Redmond purchase order with our terms and conditions will be released upon vendor selection. The winning vendor will need to accept our T&C for them to proceed.
34	Procore does not subcontract. Any vendors working alongside Procore would have to be contracted by the City, and be a 3rd party of their choosing. Is the City willing to contract with multiple vendors?	Yes, the City is willing to contract with multiple vendors.
35	Procore pricing for services are fixed fee and due prior to the beginning of any services rendered. Will the City take exception to invoicing upon "satisfactorily completed work and services satisfactorily rendered"?	Annual licensing and maintenance is typically billed and paid for at the beginning of the licensing term. Implementation fee payment schedules will be negotiated with the contract but are typically paid according to milestones or deliverables and not prior to services rendered.

	Question	Response
36	For a project such as this SaaS engagement, it necessitates specific terms and conditions relative to the Vendor's offering and practices. Will the City allow Vendor to submit its terms and conditions for use as the base agreement for this engagement?	If a vendor is not going to accept our T&C's they will need to redline our T&C's and this will then need to be reviewed and approved by our legal team before we can proceed. Our T&C will always prevail if any conflict over the contractors. Two different pieces to the "engagement", the implementation piece and the ongoing support and maintenance piece. Our preference would be for our terms to be the governing agreement for implementation, and then the ability to negotiate the ongoing S&M piece.
37	Attachment A, Key Requirements and Pricing Estimates, Item 29. Will the City make exception to use a solution that does not provide functionality to configure custom data retention policies with alerts for automatic document deletion?	The City requires the system to provide the ability to have a custom field assigned to each record that allows the assignment of a review date, DAN number and disposition category. The City reserves the right to make exceptions based on the information received in the vendor proposals but would like to understand how each vendor proposes to address the requirement.
38	Attachment B, Security and Technical Requirements, Item 01.01.04 Will the City make an exception to the requirement for automatic user provisioning and deprovisioning?	Yes, however, the City reserves the right to make exceptions based on the information received in the vendor proposals but would like to understand how each vendor proposes to address the requirement.
39	Attachment B, Security and Technical Requirements, Item 01.01.05 Will the City make an exception to the requirement for Multi Factor Authentication or integration with 3rd Party Multi Factor Authentication providers, if the solution integrates with SAML 2.0 SSO solutions for authentication?	The requirement will be to integrate with Azure AD or another major Identity provider. Simple ADFS authentication will not be allowed.
40	Attachment B, Security and Technical Requirements, Item 01.04.01 Will the City make exception to the requirement for RPO and RTO objectives to be defined by the City? RPO and RTO timeframes are defined in the solution provider's policies.	This will be a talking point during contract negotiation, once the provider's policies have been reviewed and the City has an understanding of the level of service impact and options available.

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41	Attachment B, Security and Technical Requirements, Item 01.06.04 Will the City make exception to the requirement for Providers to negotiate maintenance windows with the customer?	We have a stringent internal Change Management process that must be followed. We would need to understand the 'why's' of this question before an absolute answer can be provided.
42	Procore does not provide data migration services. The City would need to contract separately with a party of their choosing. Will the City be willing to contract separately for data migration?	We would need to consider all options available, as needed.
43	During the past year, has the City of Redmond, Washington received any product demonstrations? If so, could you provide information on the demonstrated software and the vendors involved?	Yes, we have received demonstrations from Aurigo, Procore and Systemates.
44	Could the City of Redmond, Washington provide an estimate on the total number of projects anticipated to start over the next 5 years?	About 100 over the next 5 years
45	While it looks like there are page limits to specific questions, is there a page limit for our full response? And do the appendices and other required attachment forms count towards the limit?	The only page limits are to the specific sections outlined (sections 2 and 5). There is not an overall page limit.
46	For the integrations listed in your RFP, do you own middleware, integration software, or API licenses? Or, should we include these as part of our proposal?	The majority of our integrations are handled through the use of API's. Pricing options for both scenarios would be preferred.
47	For the integrations listed in your RFP, do you have detailed data flows already identified for each integration including field mapping, data triggers, error cases, etc.? Or do you expect the requirements to be identified during the discovery phase?	The requirements will need to be finalized during Discovery.

	Question	Response
48	For Section 2.6.6 Data Migration, how many applications, projects, documents, files, file types, etc. will be included? Is migration of all data required prior to managing projects within the new application?	Our estimated migration is 300 to 500 GB. File types include Word, Excel, MS Project, PDF, photos (jpg, png, gif, tiff), .msg. Estimate 20,000 - 25,000 files. The City is willing to discuss with the selected vendor a migration plan that would allow for system use prior to all data being migrated.
49	Do you know the estimated number of custom reports and custom print templates that you will require? Do you want us to include the costs of creating those in our services proposal (hourly rates, minimum hours, etc.)?	Estimate 20 custom reports and print templates but could change based on the number of system generated reports. Please provide pricing for development of custom reports.
50	Should we include the cost of adding user defined forms and adding user defined fields as will be required by the City of Redmond, Washington in our proposal? For example, cost per user designed form, cost per user defined field, hourly rate of adding custom forms, etc.	Yes please.
51	In section 2.6.1 Implementation Phases, do you want us to include a typical implementation description with average duration and expected involvement from your team? Should this include tasks or roles of third-party service partners, app developers, and other organizations typically needed to complete the implementation?	Please describe an implementation plan for a complete implementation. If you are partnering with a third party service provider or app developer, please include estimated tasks and timeline for that work.
52	What is the City's preferred deployment option?	At this time, our preference would likely be cloud single tenant, but a final decision would need to be made when different variables are known for each option (e.g., cost, timeline, data access, update/upgrade options).
53	What direction will the data flow between the Project management solution and Microsoft D365? What type of information/documents(Project Information, Payments, Invoices, Budgets, Contracts etc.) will need to flow between the Project management solution and Microsoft D365?	Data flow will be ideally bi-directional. Project information including but not limited to budgets and metrics will flow to D365. Project transactions, actual costs, etc. will flow from D365 to the project management solution.

	Question	Response
54	What direction will the data flow between the Project management solution and Lucity? What type of information/documents will need to flow between the Project management solution and Lucity?	Capital Asset data will flow from system to Lucity for the purposes of asset management.
55	What direction will the data flow between the Project management solution and Energov? What type of information/documents will need to flow between the Project management solution and Energov?	Energov is our permitting and land management application. If there are any permitting needs (e.g., Right of Way Permits) or plan review efforts occurring related to the project, the flow of information from Energov to the system would be helpful.
56	Does the city plan to migrate data into the new system? If so, what are their file types and how much data will be migrated?	Our estimated migration is 300 to 500 GB. File types include Word, Excel, MS Project, PDF, photos (jpg, png, gif, tiff), .msg.
57	Has the city seen any demos from anyone?	Yes, we have received demonstrations from Aurigo, Procore and Systemates.
58	Is there a size limit to our response to Attachment A, as this will determine the level of detail in our response?	The only page limits are to the specific sections outlined (sections 2 and 5). There is not a limit to the responses in Attachment A.
59	Does City of Redmond want Attachments DEF submitted with our proposal, or upon selection?	Attachment D Information Privacy and Security Agreement (IPSA) and Attachment E Consulting Services Agreement are provided for reference only. These are boilerplate documents that will be used as the basis for negotiation during contracting.
60	What is the target go-live date (if any)?	No go-live date has been set, however the City intends to begin implementation as soon as is practical. We will work with the finalist vendor to develop a reasonable go-live date
61	What is City of Redmond's preferred method of training? a. Is it acceptable that the materials are based on a generic environment instead of the City of Redmond environment? This assumes that the generic environment will still cover all features and functionality that City of Redmond will use in the tool.	The City is open to different approaches for training. We have found that in-person training by the vendor is often the most effective, but the train the trainer model has also been used previously. A small portion of the training can likely be covered using generic materials, but it will be much more useful to City staff to have training specific to the Redmond environment.

	Question	Response
62	How many reports do you anticipate requiring?	Estimate 20 custom reports and print templates but could change based on the number of system generated reports. Please provide pricing for development of custom reports.
63	Will reports / dashboards be developed from scratch, or do they currently exist in some format (e.g., Excel)? Are there examples for review to better assess size and scope?	The City does not currently have dashboards, these will need to be developed from scratch. We utilize some reports but development of additional reports will depend on the system selected and out of the box capabilities.
64	Do you plan to utilize workflows to route project requests through from ideation to completion? If so: a. Will you require more than one workflow? b. Are the workflow(s) you require already documented (as far as what you would like the system to do)?	Yes, the City plans to use work flows to route project requests and will require multiple work flows to meet the intended goals. We have some of our current workflows documented, but would expect that these will need to be updated and new ones created to adapt to the selected software.
65	For the financial system integration: a. Can you share which system you are looking to integrate with? b. Can you summarize the data you want shared with the project management system and whether it is single direction or bi-directional?	a. Microsoft Dynamics D365 Finance and Operations b. Data flow will be bi-directional and should include project expenditures, revenues, budgets and assets.
66	How many projects are to be migrated into the new solution? Is there any other legacy system data the vendor is required to load?	We have approx. 40 current projects to migrate. Most of the files will come from our current SharePoint. There is no other legacy system.
67	Are vendor provider resources allowed to perform work remotely? a. If work can be performed remotely, is there a minimum number of on-site visits required/desired?	Yes, resources are allowed to perform work remotely, preferably on-shore. No minimum number of site visits have been pre-determined but potential on-site times would be during user testing and go live support.
68	What individual environments are required (e.g., development, test, production)?	Our preferred would be to have on production environment with two non-production environments.
69	What, if any, documentation is required (e.g., configuration summary)?	For the RFP phase, the only documentation required is what will provide a complete response to the RFP.

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69	Page 1: Annual Support & Maintenance: Percent of Software Cost - How detailed do we need to be and what is the criteria?	Include the annual reoccurring costs that will be incurred in order to maintain the software and provide technical support. If this is already included in an annual subscription, then state that. Details should include metrics used in the pricing model.
71	Page 2: Annual Subscription: 50 Users (ability to add users in the future) with 450+ external users (contractors, project managers, etc.): Can we assume that users will be provisioned with a guest login, and will the required licenses to manage the project be provided?	At any given moment, there will be 50 to 80 core City users of the application and any associated systems. A public portal would be required for the external users (contractors, consultants, etc.) to be able to interact with the system (upload/download documents, etc.). These external users should not be licensed users of the application.
72	Page 6 : 64. Pay estimate/pay request workflow – approvers, contractors, PM, etc. (including workflow to external partners): Could you please provide more information about the workflow and whether there are any templates accessible for reference?	This is an approval workflow that currently has the following approval sequence: City Finance, City Project Manager, Contractor (external party), and City Engineer. Once approved, copies go to those four individuals and to Accounts Payable. We also occasionally add additional contractor staff as an FYI.
73	Page 9: 126. Ability to migrate current and past project information from SharePoint and Excel to new PPM system: Could you provide an estimate of the size and quantity of documents that need to be migrated?	Our estimated migration is 300 to 500 GB. We have approx. 40 current projects to migrate. Estimated 20,000 - 25,000 files.
74	Page 10: 139. Self-service user query (ad-hoc) reporting tools based on multiple parameters/filters: Are there preferred tools or software in mind for generating reports?	Preference for Power BI.
75	What are the specific boundaries of the required qualification listed as “Proven solution – no design build or custom development”?	The City's preference would be to have an application with "out of the box" solutions allowing tweaks and small scale additions for the purposes of meeting specific business processes.

	Question	Response
76	<p>In what way must the solution integrate with the following listed “key systems for interface or integration” (Attachment A, 22.A-M)? What specific functionality is being sought in the integration?</p> <ul style="list-style-type: none"> a. Microsoft D365 Finance and Operations b. Bluebeam Revu c. ESRI ArcGIS d. Autodesk PlanGrid/Build e. Lucity f. Energov 	<p>At a high level, these are the basic functions requested for each integration</p> <ul style="list-style-type: none"> a. Project accounting data to flow both ways for D365 b. Data to flow both ways for Bluebeam Revu plan reviews c. Data to flow both ways for GIS d. Inspector field notes/plan mark ups to flow from PlanGrid/Build into the system e. Data to flow from system to Lucity for asset management. f. Data to flow from Energov to system for permits.