

**CITY AND COUNTY OF HONOLULU
DEPARTMENT OF BUDGET AND FISCAL SERVICES
HONOLULU, HAWAII**

December 15, 2010

ADDENDUM 1

TO

**REQUEST FOR QUALIFICATIONS
INFORMATION TECHNOLOGY MASTER PLAN PROJECT
QUESTIONS AND RESPONSES
DATED 12/09/2010**

This Addendum 1 is in response to questions concerning the above "request for Qualifications":

Questions #1:

Can you please share a list of existing business and operations applications being utilized by ENV? What are the application vendors/products for work/maintenance management, asset management, SCADA, laboratory analysis and information management, pretreatment management, GIS, CAD, construction management, CIP management, and others?

Response#1:

This solicitation is a request for qualifications only. Please note that the Submittal Materials Requirements specify in detail what to include in your response. The "Notice to Consultants" is posted on the City's website at <http://www.honolulu.gov/pur>. The firm awarded the contract will be provided with information concerning ENV's structure, goals, objectives, existing IT systems and capabilities and other related documentation as required for this project.

Question#2:

Does ENV have its own Accounting/Finance and Human Resource applications? If so, who are the vendors (and products) for these business applications? If not, does ENV use applications operated by other Departments within City and County of Honolulu...and what are they?

Response#2:

Please see the response to Question No. 1.

Question#3:

What are the underlying technologies (operating systems, databases) for the ENV's software applications?

Response#3:

Please see the response to Question No. 1.

Question#4:

How many employees does ENV have? Does ENV have its own information technology professionals on staff? If so, how many and what (generally) are the skill sets? If not, does ENV rely on IT services from other Departments within City and County of Honolulu?

Response#4:

Please see the response to Question No. 1.

Question#5:

Will an IT steering committee be selecting the consultant for this project, or will it involve another group of ENV staff? Generally, what is the make-up of the selection committee (organization position)?

Response#5:

The head of the purchasing agency shall designate a review and selection committee consisting of a minimum of three persons with sufficient education, training, and licenses or credentials in the area of the professional service required.

Question#6:

Does ENV have a budget set for this project? And, if so, can you share that budget number?

Response#6:

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information concerning ENV's structure, goals, objectives, existing IT systems and capabilities and other related documentation as required for this project.

Questions#7:

What is the next step after ENV reviews the responses to this Request for Professional Services Qualifications? Will there be an RFP forthcoming? What is the timeline for completing the selection of a professional services firm and the start of the IT master planning engagement?

Response#7:

The review selection committee shall make a recommendation for approval to the CITY's Budget and Fiscal Services Officer. It has not been determined at this time what, if any future procurement will be required.


Wendy Imamura
Purchasing Administrator 