

NDI RFP QUESTIONS AND ANSWERS 1/22/2024

Q/A from the 1/8/2024 Virtual RFP Overview and Question/Answer Session

Questions and Answers:

1. **Q:** What is the estimated budget for this project?

A: Vendors are encouraged to propose their best solutions at their best price points. The selection won't solely be based on budget but also on the program's ability to meet the needs.

2. **Q:** What is the timeline for a functioning replacement to be in production?

A: The goal is to have a functioning system within a year after the vendor selection, with an understanding of the need for modifications and testing. The target is to select a vendor by April 1st, with hopes to have the new system functioning and online within a year. This timeline includes building, testing, and making necessary modifications.

3. **Q:** Are there any user research requirements?

A: The burden of user research does not fall on the vendor. IADLEST knows its NDI user base, mainly state-level POST, and law enforcement agencies.

4. **Q:** What are the technology preferences for the project?

A: There are no specific technology preferences, as long as the system is secure and performs well. The public-facing page should have user-accessible information, and there needs to be an administrator interface for updates to that information.

5. **Q (Part 1):** "Could you provide more detail on the rules related to cost reimbursable contracts for a non-government entity? "

Q (Part 2): "Specifically, would analysts consider allowing the cost proposal to be considered proprietary and not for public release?"

A (Part 1): The reimbursement will be similar to federal grants, with a schedule of completion in compliance with federal purchasing procedures.

A (Part 2): All materials submitted in response to the RFP become the property of IADLEST and may become public record to the extent required by the federal grant authority. However, any material considered confidential by the vendor and not specifically required by the RFP should not be included in the proposal. IADLEST will retain proposals for official files which could potentially become public record if required by the federal grant authority. IADLEST will not publicly disclose individual proposals or confidential details during the competition period, but there may be public reporting requirements after the competition, especially since the project is partially grant-funded. However, the intent is not to disclose detailed proprietary or confidential information from the vendors' proposals.

6. **Q:** What is the agency's familiarity with Agile Project Management methodologies?

A: The agency is familiar with Agile methodologies but seeks to avoid endless iterations of minimally viable product (MVP) versions and focus on a product that meets the RFP's basic needs. As stated during the presentation, "IADLEST is a relatively small, but efficient organization. So as your developers need feedback from us, there are not a lot of layers of bureaucracy to go through in order to get an answer - as you might have encountered, if you're dealing with federal agencies. Like I said, we're very small and we can move as fast as you can."

7. **Q:** Is this a classified project, and what level of security clearance is needed?

A: No specific classification level or security clearance is needed for the vendor.
[NOTE: Please also refer to RFP Section RFP 5.6.2 "Execution of Non-Disclosure Agreement"]

8. **Q:** Who is the current vendor for the NDI?

A: The current system was built by Envisage Technologies, now part of Vector Solutions.

9. **Q:** Is this a new requirement?

A: The NDI has existed for over 20 years and is increasingly important, but its use is voluntary, though some states like California have mandates for its use.

10. **Q:** "What is your preference for how the implementation is managed?"

A: The implementation phases are outlined in the RFP, focusing on discovery, design, and development. IADLEST has listed specific requirements for each phase but is open to discussing clarifications from vendors.

[NOTE: Please also refer to RFP Section RFP 3.7 "Development"]

11. **Q:** "From a testing and implementation standpoint, how do you define an acceptable level of user and system testing?"

A: There will be an informal testing phase on the development server as the system is built, followed by a run-in period after going live. The vendor will be expected to make tweaks based on user feedback during the first 30 to 60 days.

[NOTE: Please also refer to RFP Section RFP 3.7 "Development"]

SUBSEQUENTLY SUBMITTED QUESTIONS

QUESTIONS:

- Who are some of the companies/stakeholders that are going to bid?
- Is there a way to get a list of companies that appear to be participating?
- Do we know of any companies in our own network that have the capability to be the primary bidder?

ANSWER:

In the interest of fairness to RFP respondents and the integrity of the NDI Advisory Committee's evaluation process, IADLEST will not publish a list of attendees of the Virtual RFP Overview and Question/Answer Session (webinar), or potential respondents to the RFP.

QUESTION:

Can the proposal be broken up into parts?

ANSWER: IADLEST will accept and evaluate only proposals to complete the entire NDI 3.0 project as presented in the RFP. With that said, the vendor may propose to accomplish the project in phases or "parts" so long as their process conforms with the RFP, specifically **Section 3.7, Development**. Please also reference Section 4.3.7 (below):

- **4.3.7 INDEPENDENCE OF PROPOSAL AND JOINT PROPOSALS**

Unless a Vendor is submitting a joint proposal, the Vendor represents and warrants that by submitting its proposal it did not conspire with any other vendor to set prices with the intent to influence this RFP process.

A proposal submitted by two or more vendors participating jointly in one proposal may be submitted, but one vendor must be identified as the prime contractor and the other(s) as the subcontractor. IADLEST assumes no responsibility or obligation for the division of payments, authorized expenses if allowed by the subsequent contract, or responsibilities among joint contractors.

QUESTION:

Will the project be in-person or remote online?

ANSWER:

IADLEST staff members, NDI Advisory Committee members, and NDI RFP evaluators all collaborate remotely. Therefore the entire RFP process will be conducted virtually (online).

QUESTION:

With the funding coming from the federal government will the apparent successful bidder be a subaward for a set period of time, or will it be a direct consultant/contract proposal with IADLEST?

ANSWER: The NDI is an exclusive product and service of IADLEST. Although the NDI 3.0 project is partially grant-funded from federal sponsor(s), the relationship between IADLEST as the grantee and federal entities will not extend to the vendor. Therefore, the successful bidder will enter into a primary or “direct consultant/contract proposal with IADLEST.”

QUESTION:

What is the estimated timeline for the new NDI to be up and fully operational?

ANSWER: Referring to the question response during the Virtual RFP Overview and Question/Answer Session (*What is the timeline for a functioning replacement to be in production?*), the goal is to have a functioning system within a year after the vendor selection, with an understanding of the need for modifications and testing. The target is to select a vendor by April 1st, with hopes to have the new system functioning and online within a year. This timeline includes building, testing, and making necessary modifications.

Reminder: The deadline for RFP proposal submissions is February 5, 2024.
(See RFP Section 4 “Timeline and Bid Submission”)