

June 22, 2018

Notice to Potential Proposers

**BULLETIN NUMBER 3  
NOTICE OF REVISED  
REQUEST FOR PROPOSALS 555-SH  
FOR  
CRIMINAL BOOKING SYSTEM (CBS) SOLUTION**

This Bulletin Number 3 is being issued to notice potential Proposers that Request for Proposals (RFP) 555-SH for Criminal Booking System (CBS) Solution has been revised. **RFP 555-SH (Revised 06/22/2018)** has been modified as follows:

1. Section 2.2 (Background) of the RFP is revised to delete only the following paragraph:

“The selected Contractor shall provide maintenance and support services to the 161 current locations, as well as potentially new location sites, all within the County’s geographical area totaling approximately 4,084 square miles.”

2. Section 7.2 (RFP Timetable) of the RFP is deleted in its entirety and replaced as follows:

**RFP Timetable**

The timetable for this RFP is as follows:

Release of RFP.....	June 6, 2018
Request for a Solicitation Requirements Review Due.....	June 20, 2018
Written Questions Due (Part 1).....	June 20, 2018
Last day to confirm attendance to Mandatory Proposers’ Conference..	June 22, 2018
Mandatory Proposers’ Conference.....	June 27, 2018
Written Questions Due (Part 2) limited to Post conference confidential documents.....	July 9, 2018
Part 1 Answers Released.....	July 11, 2018
Part 2 Answers Released.....	July 24, 2018
<b>Proposals Due (3:00 p.m. Pacific Time).....</b>	<b>August 8, 2018</b>

2. Section 7.10 (Proposer's Demonstration) is deleted in its entirety and replaced as follows:

### **7.10 PROPOSER'S DEMONSTRATION**

7.10.1 The highest ranked Proposers will be invited to provide demonstrations of their proposed Solutions. All written proposals will be evaluated without consideration for cost, and will receive an initial score. The highest ranking Proposers will be determined by the logical break point in the initial evaluation scores. At minimum, two Proposers will be selected to provide demos.

The purpose of the demonstration is to provide members of the evaluation committee and subject matter expert stakeholders with a functional overview of the Solution presented in the response to this RFP.

Presenting Proposers shall:

- i. Focus on the Proposed Solution – Proposers will be required to focus their presentations on the proposed Solution architecture that was presented in their RFP response.
- ii. Follow the Scripted Scenarios – County will provide all invited Proposers with 3 scenarios. Proposers shall create a scripted demo to partially validate the proposed Solution for each scenario.
- iii. ABSM Functionality – County recognizes that ABSM may not be included with Proposer's Solution, and may likely require customization. For the CBS ABSM, Proposers may consider the customization of a Field Based Reporting System (FBRS) with which they presently integrate. Proposers without either ABSM or FBRS functionality will be required to storyboard and work flow their proposed concept, and provide a technical presentation to demonstrate their understanding of the Requirements.
- iv. Proposers shall be responsible for demonstrating the functionality of all proposed hardware, inclusive of computers/laptops, printers and all County-required biometric capture devices for a general Livescan setup as defined in (Exhibit G.1 of the SOW).
- v. Avoid Marketing – Proposers shall not include marketing materials in their demonstrations (e.g. brochures, handouts, promotional items or any other marketing tools).

7.10.2 County will schedule the demonstration at a designated facility in Los Angeles County. The invited Proposers will be required to be on-site for the demonstration. Additionally, all Proposers invited for the

demonstration phase shall be obligated to leave their Livescan equipment in LACRIS' secured work area for a period not to exceed two weeks. County will use this period to provide the evaluation team and selected subject-matter-expert personnel with "hands-on" use time to further review equipment functionality. Although the LACRIS facility is a secured facility, Proposers are advised to self-insure their Livescan equipment as protection from damage or theft while on County premises.

- 7.10.3 Proposers will be responsible for their own travel accommodations. County will not make any travel arrangements or cost reimbursements. Questions regarding the demonstration should be submitted as a written question during the RFP question and answer window provided in the timetable specified in *Section 7.2 (RFP Timetable)* of this RFP.
- 7.10.4 During the demonstration, the Evaluation Committee or other stakeholders may ask additional questions regarding the proposed Solution's functionality and capabilities. Proposers must be able to address all asked questions during the demonstration. Proposers attending the demonstration will not be allowed to request time to provide responses outside of the demonstration. The demonstration will last a minimum of (4) four hours, and shall not exceed (8) eight hours (1 business day). It is important that Proposers have the appropriate business and technical personnel available to address any questions posed by County during the demonstration. A conference line will be provided for additional support resources unable to attend the demonstration.
- 7.10.5 Prior to the demonstration, County will notify selected Proposers and provide an agenda and pertinent information regarding the format of the demonstration. All products demonstrated must be exactly as those proposed in Contractor's RFP response.

3. Section 1.4.1 of Appendix A (Statement of Work) of the RFP is deleted in its entirety and replaced as follows:

Business need or problem – When arresting or taking a subject into custody, Participating Agencies must collect the subject's biometric identity and document the booking, following Criminal Offense Record Investigation ("CORI") protocols. The Solution will provide the Participating Agencies with Biometric capture equipment, certified by FBI and Cal-DOJ, with technology improvements from the existing legacy system.

4. Section 9.6.1 of Appendix C (Required Agreement) shall be deleted in its entirety and replaced as follows:

County shall withhold an amount equal to fifteen percent (15%) of each Deliverable invoice submitted by Contractor under the Agreement (Holdback) and approved by County pursuant to Paragraph 5.4 (Approval of Work), for all Work including Solution Implementation and Optional Work, as further specified in Exhibit B (Pricing Schedule) as may be amended from time to time.

5. Schedule C.2 of Exhibit C (Service Level Agreement) of Appendix C of the RFP is deleted in its entirety and replaced with the attached revised Schedule C.2.
6. Exhibit 19 (Cost Proposal Form) of Appendix D (Required Forms of the RFP) is deleted in its entirety and replaced with the attached revised Exhibit 19.

Should you have questions, please contact Contract Analyst Sheri Davis at [srdavis@lad.org](mailto:srdavis@lad.org).

**SCHEDULE C.2 (REVISED-BULLETIN 3)  
COMPLIANCE WITH ENCRYPTION REQUIREMENTS**

Contractor shall provide information about its encryption practices with respect to Personal Information, Protected Health Information, Medical Information and any other information described in Paragraph 18.3 (Data Encryption) of the Agreement by completing this Schedule C.2. By signing this Schedule C.2, Contractor certifies that it shall be in compliance with the Los Angeles County Board of Supervisors Policy 5.200 (Contractor Protection of Electronic County Information) upon the Effective Date and during the term of the Agreement.

COMPLIANCE QUESTIONS	DOCUMENTATION AVAILABLE			
	YES	NO	YES	NO
1) Will County data stored on your workstation(s) be encrypted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2) Will County data stored on your laptop(s) be encrypted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3) Will County data stored on removable media be encrypted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4) Will County data be encrypted when transmitted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5) Will Contractor maintain a copy of any validation/attestation reports generated by its encryption tools?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6) Will County data be stored on remote servers*?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

\*cloud storage, Software-as-a-Service or SaaS

\_\_\_\_\_  
Official's Name

\_\_\_\_\_  
Official's Title

\_\_\_\_\_  
Official's Signature

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## CBS Cost Proposal Form - Exhibit 19 (Page 1 of 3)

### SOW Deliverables

Proposer's Name:							Proposer's Comments
Line #	Category	Item Description	Quantity	Unit of Measure (UOM)	Proposer's Unit Price	Cost * (Qty x Unit Price)	
5	SOW Deliverables	Deliverable 1 – Project Control Document	1	LOT		\$ -	
6		Deliverable 2 – Ongoing Project Management **	1	LOT	Included / Not Billable	\$ -	
7		Deliverable 3.1 – Requirements Review Report	1	LOT		\$ -	
8		Deliverable 3.2 – Demonstration and Gap Analysis	1	LOT		\$ -	
9		Deliverable 4 – Infrastructure and Technical Assessment	1	LOT		\$ -	
10		Deliverable 5 – Implementation Assessment and Strategies	1	LOT		\$ -	
11		Deliverable 6 - Customized COTS Solution Design Review and Final Design	1	LOT		\$ -	
12		Deliverable 7.1 – Customization Environment Established	1	LOT		\$ -	
13		Deliverable 7.2 – Customized COTS Solution Completed	1	LOT		\$ -	
14		Deliverable 7.3 – Test Script Document Completed	1	LOT		\$ -	
15		Deliverable 7.4 – Factory Acceptance Test Completed	1	LOT		\$ -	
16		Deliverable 8.1 – Central Server Primary Site Set Up Completed	1	LOT		\$ -	
17		Deliverable 8.2 – Livescan Devices Set Up Completed	1	LOT		\$ -	
18	Deliverable 8.3 – CBS Production Environment Set Up Completed	1	LOT		\$ -		
19	Deliverable 8.4 – System Acceptance Test Completed	1	LOT		\$ -		
20	Deliverable 9 – Solution Documentation Completed	1	LOT		\$ -		
21	Deliverable 10 – Training Completed	1	LOT		\$ -		
22	Deliverable 11 – CBS Test Environment Completed	1	LOT		\$ -		
23	Deliverable 12 – Transition to Production Completed	1	LOT		\$ -		
24	Deliverable 13 – CBS Solution System Implemented and Final System Acceptance Completed	1	LOT		\$ -		
25					<b>TOTAL</b>	\$ -	

\* Cost - there will be a 15% holdback on all, due upon Final Acceptance  
 \*\* Ongoing Project Management shall be included in this implementation engagement

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## CBS Cost Proposal Form - Exhibit 19 (Page 2 of 3)

### Hardware / Software

Proposer's Name:		0					Proposer's Comments
Line #	Category	Item Description	Quantity	Unit of Measure (UOM)	Proposer's Unit Price	Cost * (Qty x Unit Price)	
2	Equipment at Locations	Livescan Devices (including CBS Solution/3rd party software):					
4		General	163	EA		\$ -	
4		Coroner	2	EA		\$ -	
5		Quick-ID	2	EA		\$ -	
6		Mugshot Camera	139	EA		\$ -	
7		Iris Camera	163	EA		\$ -	
8		Printer / Color	144	EA		\$ -	
12						Subtotal	\$ -
13	Central Server Equipment, Network Communication, Browser-based Software	LASD Data Center (Primary Site)	1	LOT		\$ -	
14		Proposer's Secondary Data Center or Cloud (Secondary Site)	1	LOT		\$ -	
15		Software for both sites (CBS Solution, O/S, other 3rd Party, Networking)	1	LOT		\$ -	
16		Direct Network Connection to the two Data Centers	1	YR		\$ -	
17		Automated Booking System Module (ABSM)	1	LOT		\$ -	
18		Other 3rd Party (specify)	1	LOT		\$ -	
19					Subtotal	\$ -	
20	Browser-based Software	Automated Booking System Module (ABSM)	1	LOT		\$ -	
21		Other 3rd Party (specify)	1	LOT		\$ -	
22					Subtotal	\$ -	
23					<b>TOTAL</b>	\$ -	

\* Cost - there will be a 15% holdback on all payment points, due upon Final Acceptance

## CBS Cost Proposal Form - Exhibit 19 (Page 3 of 3)

### OM&S

Proposer's Name:							Proposer's Comments
Line #	Category	Item Description	Quantity	Unit of Measure (UOM)	Annual OM&S After Final Acceptance		
					Unit Price	Cost	
3	Equipment at Locations	Livescan Devices (including CBS Solution/3rd party software):					
3		General	163	EA		\$ -	
4		Coroner	2	EA		\$ -	
5		Quick-ID	2	EA		\$ -	
6		Mugshot Camera	139	EA		\$ -	
7		Iris Camera	163	EA		\$ -	
8		Printer / Color	144	EA		\$ -	
9						<b>Subtotal</b>	\$ -
10	Central Server Equipment, Software and Network Communication	LASD Data Center (Primary Site)	1	LOT		\$ -	
11		Proposer's Secondary Data Center or Cloud (Secondary Site)	1	LOT		\$ -	
12		Software for both sites (CBS Solution, O/S, other 3rd Party, Networking)	1	LOT		\$ -	
13		Direct Network Connection to the two Data Centers	1	YR		\$ -	
14					<b>Subtotal</b>	\$ -	
15	Browser-based Software	Automated Booking System Module (ABSM)	1	LOT		\$ -	
16		Other 3rd Party (specify)	1	LOT		\$ -	
17					<b>Subtotal</b>	\$ -	
18					<b>TOTAL</b>	\$ -	
18	<b>Professional Services Fixed Hourly Rate</b>				<b>Per Hour</b>		