



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO, CPPB
PURCHASING AGENT

GWEN MCLAREN, CPPB
ASST. PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor
GALVESTON, TEXAS 77550
(409) 770-5371

August 1, 2013

RE: ADDENDUM #1
RFP #B131034, Desktop Computers and Laptops

To All Prospective Proposers,

The following information is being provided to aid in preparation of your proposal submittal(s):

Question #1: *Will the entire deployment, start to finish, take place at one time, or will it be scheduled out over a longer period of time?*

Response: The deployment will be scheduled over a short period of time. A priority list will be provided.

Question #2. *Will the units be pre-imaged before delivery or imaged onsite?*

Response: Yes, pre-imaged. We would get a device, image, and send back to vendor all units to be imaged.

Question #3. *What steps are necessary to configure the device once delivered?*

Response: The steps are installation of hardware, configuring personal setting, and connecting to the network.

Question #4. *Will there be just one image or multiple images?*

Response: There will be a Laptop image and a Desktop image.

Question #5: *Please provide added details as to the need for PCMCIA Card?*

Response: Please utilize the universal connection option.

Question #6: *Is there a checklist for the installation & de-installation process to be provided? (i.e. details, requirements, and procedures)*

- a. *Who will be responsible for scheduling the Installations?*
- b. *Will data migration be required as part of this process?*
- c. *Will data destruction be required?*
- d. *Will recycling services be needed?*

Response: a. The Galveston County Information Technology Department
b. No
c. No
d. No

Question #7: *How many computers per Site*

Response: Please see Attachment A for a list of addresses and number of computers per site.

Question #8: *Will this system install need to include imaging?*

Response: Imaging should be done prior to delivery of hardware. One (1) desktop and one (1) laptop should be provided to the County for imaging. Once imaged, the County will send back to the vendor so that images can be installed on hardware prior to delivery.

Question #9: *Appendix C: request for Person-Entity identity data, section 1. Attn. Line- Question: Is the name and address for the first-line contact person for the organization entered here?*

Response: Yes.

Question #10: *Appendix C: request for Person-Entity identity data, section 4. Main Contact- Question: Is this the name and address of the authorized signatory for the organization entered here?*

Response: Yes.

Question #11: *RFP Pg. 16 section: Vendor Application Form & Cover Letter: states: "Complete Appendix C, "Vendor Qualification Packet" and attach this form to the cover letter. A cover letter, not to exceed three pages in length," Question: Based on these instructions will the total number of pages included in the Cover Letter section total (4) pages? Please provide more specific instruction as to which pages from Appendix C will need to follow, or be attached the cover letter?*

Response: The vendor packet will not count towards the total number of pages included in the cover letter. Please return the FORM PEID and W-9 with your proposal. These two (2) pages will not count towards the total number of pages.

Question #12: *Is there an opportunity to request an extension in submitting the Bid response?*

Response: Time is of the essence for this project. There will not be an extension issued.

As a reminder, all questions regarding this proposal must be submitted in writing to:

Rufus G. Crowder, CPPO CPPB
Galveston County Purchasing Agent
722 Moody, Fifth (5th) Floor
Galveston, Texas 77550
E-mail: rufus.crowder@co.galveston.tx.us

If you have any further questions regarding this proposal, please address them to Rufus Crowder, CPPO CPPB, Purchasing Agent, via e-mail at rufus.crowder@co.galveston.tx.us, or contact the Purchasing Department at (409) 770-5371.

Please excuse us for any inconvenience that this may have caused.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rufus Crowder', with a long horizontal flourish extending to the right.

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
Galveston County

ATTACHMENT A

-Site Name	Address 1	Suburb	State	Postcode	# of Computers
JP7	4500 10th St	Bacliff	Texas	77518	12
Bacliff Senior Center	4503 11th St	Bacliff	Texas	77518	2
Crystal Beach Annex	946 Nobel Carl Rd	Crystal Beach	Texas	77650	18
Road & Bridge/Mosquito Control	5115 Hwy 3	Dickinson	Texas	77539	19
Dickinson Senior Center	2714 Hwy 3	Dickinson	Texas	77539	1
Tax Office - Friendswood	910 S. Friendswood Drive	Friendswood	Texas	77546	1
Friendswood Senior Center	416 Morningside	Friendswood	Texas	77546	0
San Luis Pass	35930 Hwy 3005	Galveston	Tx	77554	1
Sam Popovich Annex	1922 Sealy Ave	Galveston	Texas	77550	18
Moody Plaza	123 Rosenberg	Galveston	Texas	77550	14
Justice Center Law Enforcement Bldg	601 54th St	Galveston	Texas	77551	45
Justice Center Jail	5700 Ave H	Galveston	Texas	77551	56
Justice Center Courts	600 59th St	Galveston	Texas	77551	335
Courthouse Main	722 Moody Ave	Galveston	Texas	77550	207
Agricultural Extension Office	4102 FM 519 W. (REAR)	La Marque	Texas	77568	17
JP3	203 Vauthier	LaMarque	Texas	77568	16
Carbide Park	4102 FM 519 (Main St)	LaMarque	Texas	77568	42
League City Annex	174 Calder Road	League City	Texas	77573	52
Auto Crimes Task Force	1620 Gill Rd	League City	Texas	77539	2
Road & Bridge Bolivar	724 Loop 108	Port Bolivar	Texas	77650	0
Fort Travis	800 7th St	Port Bolivar	Texas	77650	1
West County Service Center	5101 Ave H	Santa Fe	Texas	77510	5
West County Bldg	11730 Hwy 6	Santa Fe	Texas	77510	23
Texas City Senior Center	2010 5th Ave N.	Texas City	Texas	77591	0
Texas City Annex	2516 Texas Ave	Texas City	Texas	77591	23
Seawall Maintenance	2601 Loop 197	Texas City	Texas	77591	1
Mid County Annex	9850 Emmett F. Lowry Express	Texas City	Texas	77590	7
Juvenile Justice Center	6101 Attwater	Texas City	Texas	77590	42