

**CLARIFICATION**  
**#1**  
**June 20, 2010**  
**FOR THE**  
**RFP 10-11 Long Range IT Assessment**

**TO ALL PROPOSERS:**

This Clarification modifies and shall become a part of the original Contract Specifications and is hereby made a part of the Bidding Documents for the referenced project.

All Bidders shall indicate in their bid/proposal that this Clarification has been received and considered in their bid proposal.

The Clarification items are intended to supplement, clarify or correct parts of the bid proposal package. Items in the clarification shall take precedence over items corrected and shall be of equal value with items supplemented or clarified. Any questions in reference to this clarification must be directed to Ed Hirshouer, ehirshouer@dmha.org, 937 222 7518.

**Items #1: Questions on RFP 10-11, Long Range IT Assessment**

1. Can you provide an organization chart and/or identify the DMHA offices/divisions from which information would need to be gathered in this project.

IT, Financial Management, Procurement, HR, Product and Development, Executive Office, Security Office, Section 8 and Public Housing Departments. Please see attached Org Chart.

2. Do you expect that information from external organizations (federal agencies, City of Dayton, etc.) with which DMHA shares information would need to be included in information gathering to examine IT network and database needs?

No, there will be no such need.

3. Can you provide summary information about the current IT systems in place in DMHA (general info on type of servers, operating systems, major commercial software) and any documented IT standards? Has the DMHA prepared an IT Plan in past years that might provide background information useful for this project?

- 14 HP servers running Server 2003, RAID-5 configuration, some with additional extended drive mountings
- 2 HP desktop PCs for mission-critical software running Windows XP
- 7 CISCO 3550 Switches at 400 Wayne Ave
- 2 CISCO 7206 VXR
- Other aging networking devices for diverse things, such as splitting the T3 line, handling the Internet interface, and other network management
- 18 Switches (Cisco 3524) and 18 routers (Cisco 1760's and 2911's) supporting 18 remote offices, plus seven separate floors of the Park Manor Hi-Rise.
- Software in use includes: Veritas Backup Exec; Microsoft Office 2007; Kronos time clock system software; ADP Payroll Systems; CISCO Call Manager software (three servers); Visual HOMES software (three servers); Microsoft Exchange Server; SharePoint; Websense Web Security; Symantec 11.0; Dreamweaver; Abra HR software; Crystal Reports; GoTo Meeting/GoTo Assist Express.

4. On page 4, there is a statement, "The selected agency will not be eligible to bid on installation work". Does this eligibility statement include independent IT firms that work as system integrators/project managers that provide services for system selection, installation, and implementation services for products provided by IT vendors? In other words, firms that provide "hands-on implementation support" but which do not have a business interest or bias toward specific IT product vendors. Note: There are probably multiple companies interested in this project, which provide IT assessment and planning services as well as implementation support?

If these are separate entities that do not have interest in your company, they may bid on installation portion of work on par with the rest of the interested businesses.

5. Can you provide any information on the budget set for this project or a not-to-exceed cap?

This is a competitive proposal, so we cannot disclose this information. Please provide a detailed breakdown cost with some set of core and optional services.

6. Do you have an anticipated date for completion of the work?

There is not a set date. However, we expect that the proposer will have a manageable and timely schedule presented.

**END OF CLARIFICATION #1**