



City of Tacoma

Tacoma Public Utilities Transmission and Distribution

ADDENDUM NO. 1

DATE: October 4, 2023

**REVISIONS TO:
Request for Proposals Specification No. P123-0208F
Telephony Trusted Advisor**

NOTICE TO ALL PROPOSERS:

This addendum is issued to clarify, revise, add to or delete from, the original specification documents for the above project. This addendum, as integrated with the original specification documents, shall form the specification documents. The noted revisions shall take precedence over previously issued specification documents and shall become part of this contract.

REVISIONS TO THE SUBMITTAL DEADLINE:

The submittal deadline has been changed to 11:00 a.m., Pacific Time, Tuesday, October 17, 2023.

QUESTIONS AND ANSWERS:

Question 1: Will the awarded vendor of the P123-0208F-Telephony Trusted Advisor contract, be exclude from participating in any Telephony/UC or Contact Center RFP/Solicitation born from this consulting/advisor engagement?

Answer 1: No, they will not be excluded. This RFP is to help us make a decision on staying with our current PBX vendor or to help us envision other vendors that can support our needs. The selected vendor will not be involved in future RFP/RFB development.

Question 2: Can you confirm that this RFP scope does not include vendor selection and implementation support?

Answer 2: Correct. This RFP scope is focused on consulting services for roadmap planning and strategy development.

Question 3: If most of the work is to be done in year 1, is the not-to-exceed amount of \$100K solely for year 1?

Answer 3: Not necessarily. The primary limiting factor is the not-to-exceed amount, not the duration of the contract engagement. The \$100k is for the entire engagement.

Question 4: What activities and deliverables does the City envision for years 2 and 3?

Answer 4: We want to allow adequate time for work with the awarded vendor to fully evaluate and assess our needs and develop a strategy and roadmap for the



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service. If a respondent believes a shorter engagement is feasible and realistic, we are amenable to considering it.

Question 5: Is this unified communication RFP for all utility functions or does it also include City enterprise functions? If so, which functions?

Answer 5: This RFP does not include any City enterprise functions. It is focused solely on unified communications and telephony services provided by Utility Technology Services to internal TPU Divisions and work groups.

Question 6: Because answers to questions may require rework to proposal content, is it possible to receive answers earlier than Oct 3, or can the proposal due date be extended?

Answer 6: The submittal deadline is changed to 11:00 a.m., Pacific Time, Tuesday, October 17, 2023 per this addendum.

NOTE: Acknowledge receipt of this addendum by initialing the corresponding space as indicated on the signature page. Vendors who have already submitted their bid/proposal may contact the Purchasing Division at 253-502-8468 and request return of their bid/proposal for acknowledgment and re-submittal. Or, a letter acknowledging receipt of this addendum may be submitted in an envelope marked Request for Proposals Specification No. PI23-0208F Addendum No. 1. The City reserves the right to reject any and all bids, including, in certain circumstances, for failure to appropriately acknowledge this addendum.

cc: Joy Sage / Power UTS