



**Land Management Procurement Project
Vendor Questions / City Responses
October 7, 2022**

Note that Vendor questions may have been edited for clarity and brevity.

Question No.	Vendor Question	City Response
Q1	Can you share the budget for this project?	The City will not provide this information at this time.
Q2	Can we perform the tasks (related to RFP) outside USA? (Like, from India or Canada)	The City of Malibu does not have a prohibition in the RFP against proposal submission from companies based outside the United States; the City anticipates that the successful vendor will propose a solution that best meets City requirements, and that the company will offer the necessary qualifications and references as described in the RFP. Also, the successful vendor must be able to provide support during the City's normal business hours; Funding for this project will come from the American Rescue Plan Act and the selected vendor must comply with all ARPA rules.
Q3	Must a vendor be available for onsite meetings?	Yes.
Q4	Would the City prefer End user training or Train the trainer approach?	The City would like to plan initially for vendor-provided end-user training.
Q5	Can we submit the proposals via email?	No; submission requirements were clearly stated in RFP Section 5 Proposal Procedure.
Q6	What is your current process and or application used for electronic plan review?	Plans are submitted via hardcopy or electronically; the City currently uses Adobe and Microsoft SharePoint to view, review plans, and transmit plans. Projects are also tracked through a customized multi-department SQL database.



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Q7	<p>Can the city please provide a comprehensive list of the following:</p> <ul style="list-style-type: none"> - Complete list of Permit Types - Complete list of Planning Application Types - Complete list of Environmental permit types - Complete list of Enforcement types - Complete list of Public Works/Engineering permits - Complete list of permit/license types required for finance (i.e., Alarm permits) 	<p>Not at this time. Current record types were provided in the RFP; final details about required record types to be included in the new system will be determined with the selected vendor during implementation.</p>
Q8	<p>Can the City please identify the anticipated budget broken down between subscription/licensing cost and implementation cost?</p>	<p>The City is not releasing this information at this time.</p>
Q8	<p>Has the City seen any product demonstration of a solution relating to the functionality identified in this RFP in the past 12 months? If so, please identify the name of the firm and the software solution demonstrated.</p>	<p>No</p>
Q9	<p>Has the City received any pricing for the software and/or implementation relating to the functionality identified in this RFP in the past 12 months? If so, please identify the name of the firm, the software solution and the pricing provided.</p>	<p>No</p>
Q10	<p>Will the City entertain an electronic only submittal due to recent delays in the logistics industry?</p>	<p>No; submission requirements were explicitly detailed in the RFP and must be followed for consideration of any proposal.</p>
Q11	<p>Will the City grant a 2-week extension due to the large number of functional requirements to be completed?</p>	<p>No; the deadline for submission is consistent with the City's timeline for this procurement.</p>



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Q12	Can the City confirm that they will only require 1-business day to evaluate all RFP responses including the exhaustive list of the functional requirements for each vendor? (See section 1.2 of the RFP. Deadline for Proposal October 27, 2022. City Completes Evaluation October 31, 2022)	As stated in the RFP the schedule is subject to change. The City would like to complete the evaluation by the end of the week of October 31, but that is dependent on the number of proposals received.
Q13	If the proposed solution has an integrated plan review/document markup tool, will the City require integration between the current LMS and Bluebeam?	The City does not require the proposed LMS solution to integrate with any specific electronic plan review software.
Q14	Will the new system need to interface with the California Environmental Reporting System (CERS)? If no, will the new system be required to produce reports for CERS reporting?	Yes, the new system will be required to produce reports for CERS.
Q15	What database is the proprietary Development Database that must be converted? How many years of records must be converted? How many records must be converted?	The City is not able to provide a specific response to this question at this time; a final determination will be made during the project implementation effort and based on final contract negotiations. Proposing vendors should plan for data conversion for a minimum of one (1) existing data source and should provide quotes for optional data conversion from additional data sources.
Q16	Is the GIS vendor ESRI Online with web service for integration? Or is it self-hosted?	The City currently uses ArcGIS Online to host all GIS data and does not have any self-hosted GIS services.
Q17	How many layers do you currently have in GIS? What's the approximate amount of data points that you would like to integrate into the permitting module?	The City currently has around 40-50 GIS layers. At a minimum there are about 10 layers that must be integrated. (Parcels, Zoning, ESHA. Etc.) but the City may determine that more are needed during implementation.



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Q18	Do you mind providing us your most complicated workflow example?	The City expects respondents to have sufficient knowledge of and experience with California clients to understand the complexity of typical workflows; specific workflows will be detailed with the selected vendor.
Q19	Are you interested in integrating with ICC codes directly through the new platform?	The City is not able to provide a specific response to this question at this time; a final determination will be made with the selected vendor.
Q20	What merchant provider would you to integrate in this project for Credit Card transactions? Or is the City open for recommendations?	The City is currently using Stripe for credit card processing, but is open to recommendations regarding alternative solutions.
Q21	Are you currently a Microsoft 365 email client? If so, would the City like to integrate Microsoft outlook and SSO?	Yes, See Section 2.1 of the RFP for the current City technology standards and Table 5 – Required LMS integrations.
Q22	Do you have any view only users? If so, how many?	Identification of any need for view only licenses will be confirmed during contract negotiations; if a vendor offers such licenses, a price for these should be provided based on an optional purchase.
Q23	Is the City open to an integration with a different plan review software?	The City does not require the proposed LMS solution to integrate with any specific electronic plan review software.
Q24	Can you describe your current plan review process.	Not at this time – related details will be discussed with the selected vendor.
Q25	Can we get a list of the custom reports that you would like to have?	No – the final list of required reports will be developed during the project implementation effort; proposals should include an optional budget for a specified number of custom reports or report development hours, which the City may accept, increase, or decrease to meet their needs. Note that this response assumes that a set of baseline reports will be provided with any proposed solution.



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Q26	How many sub-items do you have aside from the record types identified?	This will be determined during the project implementation effort.
Q27	How many form letters would the City like automated?	A final determination of this will be determined during the project implementation effort; proposers should include and identify a reasonable number in their pricing proposals.
Q28	Is there a desired timeline that the City is looking to meet?	The City will be looking for experienced vendors to propose the best practice implementation timeline for their solution.
Q29	How many Licensed users do you have or need after implementation? How many mobile users?	Proposers should anticipate approximately 60 users of the proposed solution. The final breakdown between full-access and view-only users will be determined with the selected vendor during implementation.
Q30	What type of file type does your system allow you to export in? CSV, SQL etc.	Microsoft SQL
Q31	How many file records need to be imported into the new system? How many years?	The City is not able to provide a specific response to this question at this time; a final determination will be made during the project implementation effort. Proposing vendors should plan for data conversion for a minimum of one (1) existing data source and should provide quotes for optional data conversion from additional data sources.
Q32	Does the City have a specific timeline for this project? How flexible is the City regarding its desired timeline?	The current timeline is consistent with the City's timeline for this procurement.
Q33	Has the City contracted with a consulting firm with regards to this RFP? If so, which one?	Yes, SDI Presence is providing support to the City during this procurement effort.



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Q34	What is the volume of permits handled annually on average?	Rebuild Stats - City of Malibu The graph linked above only takes permits issued by Building and Safety since 2019 into account. It does not include planning projects or other permits that are issued.
Q35	<p>The City has indicated that it currently uses Bluebeam for document markup.</p> <ul style="list-style-type: none"> - Does the City intend to integrate with Bluebeam for this endeavor? - If not, would the City be interested in a proposal that includes a Plan Review solution? 	The City does not require the proposed LMS solution to integrate with any specific electronic plan review software. The City anticipates that the successful vendor will propose a solution that best meets City plan review requirements listed in attachment B.
Q36	In the interest of environmental conservation, is the City willing to consider electronic-only submittals?	No
Q37	On the cost proposal sheet, the City has a section allocated for optional items. Are there any specific solutions that the City would be interested in?	The City will consider any optional items that the vendor proposes to fully meet its business requirements.