



JEFFERSON PARISH

DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR

May 14, 2024

ADDENDUM # 2

RFP NO: 0482

Receipt Date: May 17, 2024

Provide Electronic Monitoring Equipment, Electronic Monitoring Services & Tracking Services for the Juvenile Services Department

Questions & Answers:

1) **QUESTION:** (2.7 Technical Proposal Elements, A. Technical #2, page 21) - How many staff will need to be trained, and at how many locations?

ANSWER- 1 location, 12-15 staff members

2) **QUESTION:** (1.3 Goals and Objectives, and 1.4 Proposer Minimum Requirements, page 4) - Who is your current provider for these services and when does their contract expire?

ANSWER- State Contract - BI Inc., 5/3/2027

3) **QUESTION:** (4.1 Evaluation criteria, page 22) - Will the Performance Standards be used to evaluate whether the selected vendor is awarded a two-year extension or were they included with the RFP for other purposes?

ANSWER: The performance standards apply to the evaluation of submissions and whether or not a two-year extension is in the best interest of Jefferson Parish.

4) **QUESTION:** (1.5 Schedule of Events) - Is there a desired start date?

ANSWER- 2 months or less after the contract has been signed.

5) **QUESTION:** (1.5 Schedule of Events) - Is there a desired go-live date? If yes, what are the drivers?

ANSWER- 2 months or less after the contract has been signed. This would allow for software establishment and training of staff.

6) **QUESTION:** (Addendum #1, Q.#32) - Can the Parish clarify whether the implementation should start within 2 months of contract signing or whether the implementation needs to be completed within 2 months of contract signing?

ANSWER- Implementation needs to be completed within 2 months of contract signing.

7) **QUESTION:** in regard to the answer about pricing, Can you confirm this is the current pricing or if a new FOIA request needs to be submitted to obtain updated information?

ANSWER- Updated Information would need to be acquired via Public Records Request.

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OFFICE 504.364-2678

GENERAL GOVERNMENT BUILDING - 200 DERBIGNY ST - SUITE 4400 - GRETNA, LA 70053 - PO BOX 9 - GRETNA - LA 70054
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8) **QUESTION:** Will the Parish please provide the daily average number of active offenders being monitored on the following:

- GPS Monitoring =
- RF Monitoring =
- Mobile Check-in Applications =
- Victim Monitoring =

ANSWER- GPS – 27

RF Monitoring – 0

Mobile Check-in Applications – 0

Victim Monitoring – 0

9) **QUESTION:** Will the Parish please provide the number of lost/stolen/damaged devices over the past 12 months on the following:

- GPS Devices =
- RF Devices =

ANSWER- Please refer to Addendum #1, Question 6.

10) **QUESTION:** Will the Parish please specify the number or percentage of lost/stolen/damaged device allowance provided at no cost?

ANSWER- Please refer to Addendum #1, Question 6.

11) **QUESTION:** With the RFP question deadline being eight (8) business days (5/7/2024) prior to the proposal due date (5/17/2024), we kindly ask the Parish to extend the proposal due date by two-weeks after the release of all addenda(s). This will ensure vendors have appropriate time to thoroughly review all addenda(s) and modify their proposal response accordingly.

ANSWER- Please refer to Addendum #1, Question #19.

12) **QUESTION:** Reference RFP Addendum # 1, question 27 on page 5:

27) **QUESTION:** What is the current spare (shelf) inventory percentage permitted at no additional cost to the Parish? (a). Is the current spare inventory acceptable? (b). If not, how many units would the Parish like to have available at no additional charge?

ANSWER- 30 % of active equipment

- (a)-No
- (b)-40% of active equipment

a. **Can the Parish please provide how much they've exceeded beyond their allotted 30% of active equipment?**

ANSWER-It has never been exceeded.

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13) QUESTION: Reference RFP Addendum # 1, questions 29 on page 5:

29) *QUESTION: Are you interested in additional and/or alternative electronic monitoring technologies and products? If yes, may we offer these as "optional products and services" with associated pricing on a separate Pricing Sheet?*

ANSWER- Yes to both inquiries.

a. Can the Parish please confirm that Vendors may provide pricing for alternative solutions on a separate Pricing Sheet?

ANSWER- Yes, vendors may provide pricing for alternative solutions on a separate Pricing Sheet.

14) QUESTION: Reference RFP Addendum #1, question 43 on page 8:

43) *QUESTION: How would a company, submitting an RFP application for award, answer sections 5.1 & 5.2 of the RFP, or is this a Post Award Answer & Review provided by Jefferson Parish?*

ANSWER- This is only applicable to companies that we have done business with in the past.

a. Is the Parish requesting that the incumbent provide a self-evaluation within the proposal response?

ANSWER- No

15) QUESTION: Reference RFP Addendum # 1, question 4 on page 2:

a. Can the Parish please provide the anticipated number of Radio Frequency units needed?

ANSWER- Not at this time as the RF Program is in its developmental phase.

i. Please confirm the Parish is only requesting RF cellular devices.

ANSWER- Not at this time as the RF Program is in its developmental phase.

16) QUESTION: Reference Central Bidding website, Submittal Page

a. Are there file size limitations for the Central Bidding website?

ANSWER- There is a limit of 99.9 MB per attachment on Central Bidding.

17) QUESTION: Reference RFP Attachment B on page 26: Price Proposal

a. Please confirm vendors can modify or recreate forms to support ease of evaluation.

ANSWER- Please see #11 on Addendum #1.

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18) **QUESTION:** Reference RFP Attachment B on page 26: Price Proposal

a. Should the daily rate be inclusive of spare, and lost and/or damaged equipment?

ANSWER- No

i. If not, how should vendors provide information on spare equipment allotment?

ANSWER- This will be determined at the contract negotiation stage.

ii. If not, how should vendors provide information on lost and damaged equipment allotment?

ANSWER- This will be determined at the contract negotiation stage.

19) **QUESTION:** Reference RFP Attachment B on page 26: Price Proposal

a. Please describe what technologies are included in the “Cellular Bundle”.

ANSWER-Please see #4 on Addendum #1.

20) **QUESTION:** Reference RFP Item 1.15 Performance Bond on page 10:

The Selected Proposer shall be required to provide a Performance (surety) Bond in the amount of TEN THOUSAND DOLLARS (\$10,000.00) the successful performance of the contract in accordance with the negotiated terms and conditions of the parties. The Selected Proposer acknowledges and agrees that the Performance Bond may be forfeited for Selected Proposer’s failure to fully and faithfully perform its obligations in accordance with the negotiated and executed contract.

a. Please confirm that the Performance Bond is required to be furnished by the successful vendor after contract award.

ANSWER- The Performance Bond is required to be furnished by the successful vendor after contract award.

21) **QUESTION:** Reference RFP item 2.1 Scope of Work on page 20:

The Proposer shall provide equipment that will provide alerts for tampers, blocking, jamming, and/or shielding.

a. Please confirm that alternative methods to support the Parish’s needs may be proposed.

ANSWER- No alternative for alerts for blocking, jamming and/or shielding will be accepted.

b. Please confirm that blocking, jamming, and/or shielding alerts are required only for GPS devices.

ANSWER- Alerts for blocking, jamming, and/or shielding are for GPS monitoring only.



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22) QUESTION: Reference RFP item 2.1 Scope of Work on page 19:

Proposer shall propose a multi-integrated home monitoring unit to primarily monitor check and verify that participants remain at home during specified time period. It shall fully and automatically follow-up to confirm incidents without the need for monitoring center staff involvement and report violations of curfew schedules, equipment status and other functions deemed appropriate by the agency.

a. Please define “multi-integrated”.

ANSWER- Multi-integrated refers to the combination or integration of two or more types of monitoring systems.

23) QUESTION: Reference RFP item 1.31 Evaluation and Selection on page 15:

There are times when selection of multiple Proposers to provide the same services in in the best interest of the Parish. If multiple Proposers are selected, the Parish administration is to negotiate favorable contract terms which are to include identical pricing for all Selected Proposers.

a. In the event that the Parish should select multiple vendors, please confirm that negotiations will occur with all vendors.

ANSWER- This will not be a multi-vendor contract.

b. Please confirm that vendors will not be required to provide products at prices that other vendors negotiated.

ANSWER- This will not be a multi-vendor contract.

24) QUESTION: Reference RFP item 4.1 Evaluation Criteria on page 23:

iv. Proposer’s responsiveness to the RFP. (5 Points)

a. What factors are used to determine “responsiveness to the RFP”?

ANSWER- The proposed evaluation criteria shall measure how well a Proposer’s approach meets desired minimum performance standards defined in the RFP, and shall allow for the quantification of difference between those stated minimum standards and what the Proposer intends to do.

25) QUESTION: Reference RFP item 2.7.B.1 Qualifications and Experience on page 22:

Proposers shall provide a detailed statement of related services to government entities or private entities which identifies customer satisfaction, demonstrated volume of merchants, etc. Proposer must provide a detailed description of customer service capabilities, including resumes of personnel assigned, total number of personnel and timeline of customer inquiries and complaints, as applicable.

a. The Parish is supported by potentially hundreds of Monitoring Center Specialists. Please confirm that resumes of supervisors assigned to support the Parish are acceptable.

ANSWER- Yes, as additional support documentation

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26) QUESTION: Reference Central Bidding website, Submittal Page: Bid Amount

a. How should vendors calculate the "Bid Amount" to be entered on the Central Bidding website Submittal Page?

ANSWER- Please refer to Attachment "B" in the RFP Packet. Also, refer to the "price Proposal" section of the RFP packet.

27) QUESTION: Reference Central Bidding website, Submittal Page: Electronic Bid Bond Number

a. Please confirm that an Electronic Bid Bond Number is not required for this RFP.

ANSWER- As stated in the RFP, there is no Proposal Guarantee (Bid Bond) required.

28) QUESTION: Reference RFP item 1.5 Schedule of Events on page 5:

E. RFP Evaluation Committee Meeting TBD

Proposers are encouraged to check the general information board in the General Government Building located at 200 Derbigny St., Gretna and the Joseph S. Yenni Building located at 1221 Elmwood Park Blvd., Jefferson. Additionally, proposers may check for meeting information posted on the Jefferson Parish website, www.jeffparish.net.

a. How may interested vendors attend the Evaluation Committee Meeting?

ANSWER- You can refer to the events sections on the website provided. www.jeffparish.net

b. Are vendors able to attend through remote means?

ANSWER- There is no remote, or teleconference means. All meetings are in person meetings.

***** DEADLINE FOR WRITTEN INQUIRIES HAS BEEN REACHED *****

***** PLEASE REMEMBER THAT ALL ADDENDUMS ARE TO BE ACKNOWLEDGED BY EACH NUMBER ON YOUR RFP SUBMISSION *****

Sincerely,

A handwritten signature in blue ink, appearing to read "Shanna Folse".

Shanna Folse, Purchasing Specialist II
Jefferson Parish Purchasing Department

RFP SUBMISSION:

Proposer must acknowledge all addenda on the signature page. Proposer acknowledges receipt of this addendum on the signature page by entering the number that has been assigned to this addendum.

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This addendum is a part of the contract documents and modifies the original RFP documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.

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