

**Justin S. Greene**  
*Commissioner, District 1*

**Lisa Cacari Stone**  
*Commissioner, District 2*

**Camilla Bustamante**  
*Commissioner, District 3*



**Adam Fulton Johnson**  
*Commissioner, District 4*

**Hank Hughes**  
*Commissioner, District 5*

**Gregory S. Shaffer**  
*County Manager*

August 15, 2025

**SANTA FE COUNTY**  
**RFP No. 2026-0023-PSD**  
**Acquisition and Implementation of a Jail Management System**

**ADDENDUM NO. 1**

Dear Proponents,

This addendum is issued to reflect the following immediately. It shall be the responsibility of interested Offerors to adhere to any changes or revisions to the RFP as identified in this Addendum No. 1. This documentation shall become permanent and made part of the departmental files.

*Attachment A – Pre-proposal Agenda & Sign-in Sheet*

*Attachment B – RFP Reformatting*

*Attachment C – Revise and Replace Client Reference Form*

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***Below is the County's response to questions received***

Please add this Addendum No. 1 to the original proposal documents and refer to proposal documents, as such. This and all subsequent addenda will become part of any resulting contract documents and have effects as if original issued. All other unaffected sections will have their original interpretation and remain in full force and effect. Responders are reminded that any questions or need for clarification must be addressed to Bill Taylor, Procurement Manager at [wtaylor@santafecountynm.gov](mailto:wtaylor@santafecountynm.gov)

## *Response to Questions:*

**Q1:** The stated due date for responses is Monday, Sept. 1, which is Labor Day. Does the County intend to have proposals due on Labor Day, or will this date be changed? We would like to respectfully request pushing the due date to the following Monday, Sept. 8.

- The due date will remain September 1st as stated in the RFP.

**Q2:** The RFP states responses have a page limit of 50 pages with the exception of professional licenses and certifications. Are there any other exemptions from the page count such as sample agreements, required forms, project plans, etc.?

- The Executive Summary, professional licenses/certifications, resumes, appendices, and RTM responses. Items like sample agreements, required forms, and project plans may be included as appendices and are also excluded from the page count unless they are used to directly respond within the main proposal narrative.

**Q4:** Attachment 2 – Client References refers to Finance, HCM, Asset/Inventory Management, Utility Billing systems. Is this the correct reference form for this RFP?"

- The originally issued Attachment 2 contained an incorrect form. Attachment 2 has been updated to include the correct Client Reference Form for this Jail Management System RFP. The corrected form is included with this addendum.

**Q5:** With respect to RFP Section IV, Item C (Page 23) we ask that the county consider lifting the 50 page limit given the amount of narrative and comprehensive responses requested for the Implementation Plan Section (either 8 or 9) specifically the items listed on pages 27-31 of the RFP, as well as the pages required for Section 7 (or 6) Staffing Plan as specified by Page 34 which requires resumes.

- The page limit in the RFP is fixed and cannot be changed. It was established to ensure fairness for all Offerors and consistency in the evaluation process. Changing it now would disadvantage those who have already prepared their proposals under the published requirements.

**Q6:** With regards to the cost proposal, are vendors permitted to include their own pricing documents in addition to the county provided file?

- Yes. Vendors may include their own detailed pricing documents as supplemental material, but they must still complete and submit the County-provided cost proposal file in the exact format required.

**Q7:** The Proposal Organization table provided on page 24 of the RFP lists Section 5, Offeror Qualifications, but the section isn't included in the subsequent section descriptions. Please confirm if the "Offeror Qualifications" section should be included, and if so, what items should be addressed."

- The "Offeror Qualifications" section was inadvertently omitted in the original release and will appear as Proposal Section 5. Proposal Section 5 is stated below.
- Offerors shall indicate whether they are registered to do business in the State of New Mexico. Additionally, Offerors shall provide a summarized description of the System and Organization Controls (SOC) relevant to the proposed solution(s). This includes an overview of how the Offeror ensures data confidentiality, system integrity, and operational availability. Full audit reports are not required at this stage; however, the Offeror should indicate the existence of such reports and describe their relevance. Provide a summary of your control environment, including:
  - A. Type(s) of SOC reports available (e.g., SOC 1 Type II, SOC 2 Type II), including scope of coverage and frequency of audit.
  - B. Description of core control practices in place for security, availability, and privacy as they pertain to the services offered.
  - C. Summary of the Offeror's process for addressing audit findings and providing visibility to the County regarding control effectiveness during and after implementation.

Additional aspects of Offeror qualifications will be evaluated in accordance with the established proposal evaluation criteria.

**Q8:** What is the total projected (i.e., estimated, or actual contracted) cost of the County's new JMS project?

- No projections have been made at this time; all offerors are encouraged to provide their best pricing model to achieve the project.

**Q9:** Could the County please provide the total number of jail beds?

- The housing capacity is around 600.

**Q10:** Could the County please provide the number of users that would need access to the proposed JMS system? Page 7 of the RFP states there are approximately 130 employees. Will the County need 130 employees to have access to the system?

- We currently have a total of 160 FTE positions that would use the system in various ways.

**Q11:** Could the County please provide additional details regarding the desired functionality and intended workflow of the interfaces listed in Appendix B of the RFP?

- These are the additional systems utilized by the facility. We want the new system to be able to pull information from and push information to these systems with the intent of avoiding repetitive work.

**Q12:** How many sworn/certified correctional officers?

- Security staff total – 88

**Q13:** How many civilian/support staff members does the facility have?

- Non-Security - 77

**Q14:** Can the County please provide the number of JMS users, the average daily population, and the facility's bed count?

- Our goal is to have one system that manages all functions. We are looking to have every FTE using the JMS to manage their department.

**Q15:** Manage Inmates' Employment Record, Job Classifications, Learning, etc. – JMS or ERP?

- This item refers to the county's Porter Job and Porter Pay programs, in which inmates may apply for in-custody jobs and receive payment at rates determined by the county. The Jail Management System (JMS) should record and manage inmate work history, job title, and related details, while payment processing should be handled through the County's ERP system.

**Q16:** Calculate and pay Inmate Payrolls – JMS or ERP?

- This is in relation to the county's porter job and porter pay programs. Inmates can apply for in-custody jobs and get paid a determined amount by the county. This would pertain to managing the inmate's in-custody work history, job title, etc.

**Q17:** Capture Inmate Time and Track Labor – JMS or ERP?

- The systems should communicate to each other avoiding the need to log into separate systems to find information needed.

**Q18:** Inmate payments in the JMS tab #144 indicates the ERP System (or inmate trust fund module) will process Inmates' payroll. Can you please clarify the intention here in context of the questions above?

- The inmate's rate of pay is determined by the job they are assigned. We are looking to track the days of work performed. The pay comes out of the inmate funds. Ideally these systems should communicate to make this function easier to avoid the need of logging into two separate systems.



**PRE PROPOSAL CONFERENCE**  
**RFP NO. 2026-0023-PSD**  
**Acquisition and Implementation of a Jail Management System**  
**August 5, 2025, 10:00am**

**Contracting Agency: Santa Fe County**

- |                    |                       |                           |
|--------------------|-----------------------|---------------------------|
| ● Bill Taylor      | Procurement Manager   | Purchasing Division       |
| ● Elias Bernardino | Deputy County Manager | County Manager Department |

**Consulting Agency: Avero Advisors**

- |                 |                         |                |
|-----------------|-------------------------|----------------|
| ● Cary Tapscott | Client Success Director | Avero Advisors |
| ● Simeon Ivanov | Senior Project Manager  | Avero Advisors |
| ● Vince Gong    | Associate Consultant    | Avero Advisors |
| ● David Buchan  | Project Manager         | Avero Advisors |
| ● Mark Sellers  | Associate Consultant    | Avero Advisors |

**Project Information**

Santa Fe County is soliciting proposals from qualified Offerors to provide ability to furnish software and technical labor for the procurement and implementation of an integrated Jail Management System (JMS). The scope of this solicitation includes as a minimum of jail management modules for Administration, Booking, Release Security, Programs, and Investigations.

The proposal shall include software, technical labor, training, hardware (as needed), and ongoing support and maintenance that meet the County's business needs as described in this RFP. Offerors may offer their proposed solutions for one (1) or more functional areas within the suite of JMS. The County requires the inclusion of professional services necessary to implement the systems being proposed by Offerors in response to RFP. The County will consider hybrid deployment options, both cloud-based and on premises, which include Software as a Service (SaaS). The County intends to integrate the requested system, including all modules, with other current core systems as well as any future systems.

**Proposal Information**

- Carefully read the Request for Proposal for requirements, terms & conditions including the sample contract.
- Sequence of Events are listed in Section III Conditions Governing the Procurement on page 12 of the RFP.
- Response Format and Organization is listed in Section IV, page 22 of the RFP. - Proposals should be organized as outlined in Section IV, C) Proposal Format and D) Proposal Organization. the RFP on page 23.
- Selection of finalist(s) – the most qualified proposals received based on the evaluation criteria outlined in Section VI Evaluation on page 37 of the RFP and will be evaluated, scored short-listed by the evaluation committee.
- Cost Proposal – please submit in a separate file in **Dropbox** and if submitting additional paper copies, provide it in a separate sealed envelope with the original proposal ONLY (do not include in each of the eight additional copies, if submitting electronically. Offeror shall propose its cost for the tasks listed in the scope of work. A sample cost sheet is provided as **Appendix F**. Please refer to the County Website [www.santafecountynm.gov/services/currentsolicitations](http://www.santafecountynm.gov/services/currentsolicitations) to access the

Microsoft Excel version of the Cost Proposal template (**Attachment 1**) referenced in **Appendix F**.

- Preferences -

1) N.M. In-State Business Preference Certificate 80 points total of all evaluation factors added to score.

**OR**

2) N.M. Resident Veterans Preference Certificate, 100 points total of all evaluation factors added to score. For more information on State Preference visit [www.tax.newmexico.gov](http://www.tax.newmexico.gov)

**AND**

3) Santa Fe County Preference, 50 points total of all evaluation factors added to score. For more information on County Preference visit <https://www.santafecountynm.gov/finance/purchasing-division>

- Please submit all questions via email to Bill Taylor at [wtaylor@santafecountynm.gov](mailto:wtaylor@santafecountynm.gov), Vince Gong at [vgong@averoadvisors.com](mailto:vgong@averoadvisors.com), and Mark Sellers at [msellers@averoadvisors.com](mailto:msellers@averoadvisors.com). The last day for questions will be close of business **Friday, August 8, 2025**. *(Any contact with any other County staff member or persons other than the Procurement Manager may be grounds for disqualification.)*
- Addendum will be issued by close of business **Friday August 15, 2025**. *(Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.)*
  - Proposal Submittal – **Due Date: Monday, September 1, 2025, Time: 2:00 PM (MST)**  
**Location: Santa Fe County Purchasing Division, 102 Grant Avenue 1st Floor, Santa Fe, N.M. 87501**

**Electronic submission of proposals is preferred and is available via Dropbox utilizing Dropbox link. Please copy and paste in browser:**

**<https://www.dropbox.com/request/tHdKINLxTXPnmfREGpKB>**

### 1. Summary

Meeting title	Pre-Proposal RFP No. 2026-0023-P
Attended participants	28
Start time	8/05/25, 9:32:50 AM
End time	8/05/25, 10:34:26 AM
Meeting duration	1h 1m 36s
Average attendance time	33m 6s

### 2. Participants

Name	First Join
Amanda Patterson-Sanchez	8/05/25, 9:32:51 AM
Bill Taylor	8/05/25, 9:35:26 AM
David Buchan	8/05/25, 9:39:41 AM
16604240697 (Unverified)	8/05/25, 9:53:03 AM
12569960648 (Unverified)	8/05/25, 9:53:03 AM
Mark Sellers (External)	8/05/25, 9:53:10 AM
15025990592 (Unverified)	8/05/25, 9:54:36 AM
George Gilbert	8/05/25, 9:56:06 AM
Goncalo Garrett (External)	8/05/25, 9:57:25 AM
Jeff Sweeney (External)	8/05/25, 9:59:02 AM
Melanie Mitzel (External)	8/05/25, 9:59:03 AM
Yvonne S. Herrera	8/05/25, 9:59:20 AM
KC (Unverified)	8/05/25, 9:59:23 AM
13097382116 (Unverified)	8/05/25, 10:00:10 AM
Vince Gong (External)	8/05/25, 10:00:10 AM
Vince's Fathom Notetaker (Unverified)	8/05/25, 10:00:11 AM
Elias Bernardino	8/05/25, 10:00:43 AM
Simeon Ivanov	8/05/25, 10:01:18 AM
Jesse Lapin-Bertone	8/05/25, 10:01:30 AM
Simeon Ivanov	8/05/25, 10:01:42 AM
Simeon's Fathom Notetaker (Unverified)	8/05/25, 10:01:42 AM
12149848688 (Unverified)	8/05/25, 10:01:48 AM
14049644115 (Unverified)	8/05/25, 10:02:25 AM
16157673349 (Unverified)	8/05/25, 10:03:52 AM
13039122867 (Unverified)	8/05/25, 10:06:56 AM
Jason Foy (External)	8/05/25, 10:08:05 AM
17347806190 (Unverified)	8/05/25, 10:10:48 AM
Isaacks, Seth (External)	8/05/25, 10:12:08 AM

### 3. In-Meeting Activities

Name	Join Time
Amanda Patterson-Sanchez	8/05/25, 9:32:51 AM
Bill Taylor	8/05/25, 9:35:26 AM
David Buchan	8/05/25, 9:39:41 AM



16604240697 (Unverified)	8/05/25, 9:53:03 AM
16604240697 (Unverified)	8/05/25, 10:11:46 AM
16604240697 (Unverified)	8/05/25, 10:31:37 AM
12569960648 (Unverified)	8/05/25, 9:53:03 AM
Mark Sellers (External)	8/05/25, 9:53:10 AM
15025990592 (Unverified)	8/05/25, 9:54:36 AM
George Gilbert	8/05/25, 9:56:06 AM
Goncalo Garrett (External)	8/05/25, 9:57:25 AM
Jeff Sweeney (External)	8/05/25, 9:59:02 AM
Melanie Mitzel (External)	8/05/25, 9:59:03 AM
Yvonne S. Herrera	8/05/25, 9:59:20 AM
KC (Unverified)	8/05/25, 9:59:23 AM
13097382116 (Unverified)	8/05/25, 10:00:10 AM
Vince Gong (External)	8/05/25, 10:00:10 AM
Vince's Fathom Notetaker (Unverified)	8/05/25, 10:00:11 AM
Elias Bernardino	8/05/25, 10:00:43 AM
Simeon Ivanov	8/05/25, 10:01:18 AM
Jesse Lapin-Bertone	8/05/25, 10:01:30 AM
Simeon Ivanov	8/05/25, 10:01:42 AM
Simeon's Fathom Notetaker (Unverified)	8/05/25, 10:01:42 AM
12149848688 (Unverified)	8/05/25, 10:01:48 AM
14049644115 (Unverified)	8/05/25, 10:02:25 AM
16157673349 (Unverified)	8/05/25, 10:03:52 AM
13039122867 (Unverified)	8/05/25, 10:06:56 AM
Jason Foy (External)	8/05/25, 10:08:05 AM
17347806190 (Unverified)	8/05/25, 10:10:48 AM
Isaacks, Seth (External)	8/05/25, 10:12:08 AM

## SD Jail Management System

Last Leave	In-Meeting Duration	Email
8/05/25, 10:34:11 AM	1h 1m 19s	apatterson-sanchez@santafecountynm.gov
8/05/25, 10:34:12 AM	58m 45s	wtaylor@santafecountynm.gov
8/05/25, 10:33:35 AM	53m 53s	dbuchan@santafecountynm.gov
8/05/25, 10:33:15 AM	34m 39s	
8/05/25, 10:32:18 AM	39m 14s	
8/05/25, 10:33:39 AM	40m 29s	msellers@Averoadvisors.com
8/05/25, 10:33:30 AM	38m 54s	
8/05/25, 10:33:34 AM	37m 28s	ggilbert@blackcreekisc.com
8/05/25, 10:34:00 AM	36m 35s	goncalo.garrett@prisonsystems.eu
8/05/25, 10:33:35 AM	34m 32s	jeff.sweeney@intellitechcorporation.com
8/05/25, 10:33:36 AM	34m 32s	melanie@govhost.com
8/05/25, 10:32:23 AM	33m 3s	ysherrera@santafecountynm.gov
8/05/25, 10:33:38 AM	34m 15s	
8/05/25, 10:08:12 AM	8m 2s	
8/05/25, 10:31:59 AM	31m 48s	vgong@Averoadvisors.com
8/05/25, 10:34:26 AM	34m 15s	
8/05/25, 10:33:34 AM	32m 51s	ebernardino@santafecountynm.gov
8/05/25, 10:01:26 AM	8s	sivanov@santafecountynm.gov
8/05/25, 10:33:37 AM	32m 6s	Jesse@goeis.net
8/05/25, 10:33:37 AM	31m 55s	
8/05/25, 10:33:38 AM	31m 55s	
8/05/25, 10:33:31 AM	31m 42s	
8/05/25, 10:33:35 AM	31m 9s	
8/05/25, 10:33:38 AM	29m 45s	
8/05/25, 10:33:30 AM	26m 33s	
8/05/25, 10:33:35 AM	25m 29s	jason.foy@centralsquare.com
8/05/25, 10:30:45 AM	19m 57s	
8/05/25, 10:33:30 AM	21m 21s	Seth.Isaacks@tylertech.com
Leave Time	Duration	Email
8/05/25, 10:34:11 AM	1h 1m 19s	apatterson-sanchez@santafecountynm.gov
8/05/25, 10:34:12 AM	58m 45s	wtaylor@santafecountynm.gov
8/05/25, 10:33:35 AM	53m 53s	dbuchan@santafecountynm.gov

8/05/25, 10:09:23 AM	16m 19s	
8/05/25, 10:28:29 AM	16m 42s	
8/05/25, 10:33:15 AM	1m 38s	
8/05/25, 10:32:18 AM	39m 14s	
8/05/25, 10:33:39 AM	40m 29s	msellers@Averoadvisors.com
8/05/25, 10:33:30 AM	38m 54s	
8/05/25, 10:33:34 AM	37m 28s	ggilbert@blackcreekisc.com
8/05/25, 10:34:00 AM	36m 35s	goncalo.garrett@prisonsystems.eu
8/05/25, 10:33:35 AM	34m 32s	jeff.sweeney@intellitechcorporation.com
8/05/25, 10:33:36 AM	34m 32s	melanie@govhost.com
8/05/25, 10:32:23 AM	33m 3s	ysherrera@santafecountynm.gov
8/05/25, 10:33:38 AM	34m 15s	
8/05/25, 10:08:12 AM	8m 2s	
8/05/25, 10:31:59 AM	31m 48s	vgong@Averoadvisors.com
8/05/25, 10:34:26 AM	34m 15s	
8/05/25, 10:33:34 AM	32m 51s	ebernardino@santafecountynm.gov
8/05/25, 10:01:26 AM	8s	sivanov@santafecountynm.gov
8/05/25, 10:33:37 AM	32m 6s	Jesse@goeis.net
8/05/25, 10:33:37 AM	31m 55s	
8/05/25, 10:33:38 AM	31m 55s	
8/05/25, 10:33:31 AM	31m 42s	
8/05/25, 10:33:35 AM	31m 9s	
8/05/25, 10:33:38 AM	29m 45s	
8/05/25, 10:33:30 AM	26m 33s	
8/05/25, 10:33:35 AM	25m 29s	jason.foy@centralsquare.com
8/05/25, 10:30:45 AM	19m 57s	
8/05/25, 10:33:30 AM	21m 21s	Seth.Isaacks@tylertech.com

Participant ID (UPN)	Role
apatterson-sanchez@santafecountynm.gov	Organizer
wtaylor@santafecountynm.gov	Presenter
dbuchan@santafecountynm.gov	Presenter
	Attendee
	Attendee
msellers@Averoadvisors.com	Presenter
	Attendee
ggilbert@blackcreekisc.com	Presenter
goncalo.garrett@prisonsystems.eu	Presenter
jeff.sweeney@intellitechcorporation.com	Presenter
melanie@govhost.com	Presenter
ysherrera@santafecountynm.gov	Presenter
	Presenter
	Attendee
vgong@Averoadvisors.com	Presenter
	Presenter
ebernardino@santafecountynm.gov	Presenter
sivanov@santafecountynm.gov	Presenter
Jesse@goeis.net	Presenter
	Presenter
	Attendee
	Attendee
	Attendee
	Attendee
jason.foy@centralsquare.com	Presenter
	Attendee
seth.isaacks@tylertech.com	Presenter

Role  
Organizer  
Presenter  
Presenter

# Attachment B

## RFP Format Adjustments:

### **Section IV – Response Format and Organization, Sub-section D (Pages 25–26)**

- The Executive Summary length has been revised from a maximum of one (1) page to a maximum of two (2) pages. The Executive Summary must not exceed two (2) pages, and any excess pages will count toward the overall page limit.

### **Section IV – Response Format and Organization, Sub-section D (Page 26)**

#### **Proposal Section 5 – Offeror Qualifications (Page 24)**

- The “*Offeror Qualifications*” section was inadvertently omitted in the original release and will appear as Proposal Section 5.
- Offerors shall indicate whether they are registered to do business in the State of New Mexico. Additionally, Offerors shall provide a summarized description of the System and Organization Controls (SOC) relevant to the proposed solution(s). This includes an overview of how the Offeror ensures data confidentiality, system integrity, and operational availability. Full audit reports are not required at this stage; however, the Offeror should indicate the existence of such reports and describe their relevance. Provide a summary of your control environment, including:
  - A. Type(s) of SOC reports available (e.g., SOC 1 Type II, SOC 2 Type II), including scope of coverage and frequency of audit.
  - B. Description of core control practices in place for security, availability, and privacy as they pertain to the services offered.
  - C. Summary of the Offeror’s process for addressing audit findings and providing visibility to the County regarding control effectiveness during and after implementation.

Additional aspects of Offeror qualifications will be evaluated in accordance with the established proposal evaluation criteria.

### **Section IV – Response Format and Organization, Sub-section D (Page 26)**

#### **Proposal Section 5 – Proposed Solution(s)**

- The *Proposed Solution(s)* section, originally listed as Proposal Section 5, will be renumbered to Proposal Section 6.

**Section IV – Response Format and Organization, Sub-section D (Pages 26-27)**

**Proposal Section 6 – Staffing Plan**

- The *Staffing Plan* section, originally listed as Proposal Section 6, will be renumbered to Proposal Section 7.

**Section IV – Response Format and Organization, Sub-section D (Page 27)**

**Proposal Section 7 – Functional System Requirements**

- The *Functional System Requirements* section, originally listed as Proposal Section 7, will be renumbered to Proposal Section 8.

**Section IV – Response Format and Organization, Sub-section D (Pages 27-31)**

**Proposal Section 8 – Implementation Plan**

- The *Implementation Plan* section, originally listed as Proposal Section 8, will be renumbered to Proposal Section 9. All associated sub-sections (A–J) under the Implementation Plan will be adjusted accordingly. For example, General Implementation Approach will now be referenced as Proposal Section 9A.

**Data Conversion Period – Proposal Section 9B (Implementation Plan) and Section V, Specifications, Subsection B (Proposal Section 9) (Pages 29 & 35)**

- In *Section IV - Response Format and Organization*, Sub-section D, Proposal Section 9B of the Implementation Plan states that five (5) years of inmate and incident data will be converted. In *Section V - Specifications, Subsection B*, Proposal Section 9, the range is listed as two (2) to five (5) years. To ensure consistency, both references will be corrected to state a range of three (3) to five (5) years.

**Section IV – Response Format and Organization, Sub-section D (Page 31-32)**

**Proposal Section 9 – Ongoing Support Services**

- The *Ongoing Support Services* section, originally listed as Proposal Section 9, will be renumbered to Proposal Section 10.

#### **Section IV – Response Format and Organization, Sub-section D (Page 32)**

##### **Proposal Section 10 – Client References**

- The *Client References* section, originally listed as Proposal Section 10, will be renumbered to Proposal Section 11.

#### **Section IV – Response Format and Organization, Sub-section D (Page 32)**

##### **Proposal Section 11 – Offeror Contract Samples**

- The *Offeror Contract Samples* section, originally listed as Proposal Section 11, will be renumbered to Proposal Section 12.

#### **Section IV – Response Format and Organization, Sub-section D (Page 33)**

##### **Proposal Section 12 – Exceptions and Deviations**

- The *Exceptions and Deviations* section, originally listed as Proposal Section 12, will be renumbered to Proposal Section 13.

#### **Section IV – Response Format and Organization, Sub-section D (Page 33)**

##### **Proposal Section 13 – Other Required Forms and Attachments**

- The *Other Required Forms and Attachments* section, originally listed as Proposal Section 13, will be renumbered to Proposal Section 14.

#### **Appendix H – System Requirements (Page 69)**

- In Appendix H, the sentence currently states: “Offerors must include the completed RTM as part of their electronic proposal submission via USB Drive.” This should have said “Dropbox.” The corrected sentence will read: “Offerors must include the completed RTM as part of their electronic proposal submission via Dropbox.”

## **Attachment 2 – Client References**

- The originally issued Attachment 2 contained an incorrect form. This should have included the correct Client Reference Form for the Jail Management System RFP. The correct form is provided below for your reference.

**Continued Below – Client References Template (Page 10-11):**



## Attachment C

**CLIENT REFERENCE & PROFILE:**

(CLIENT NAME, AGENCY TYPE, INMATE CAPACITY, SWORN & CIVILIAN STAFF, SYSTEMS INTEGRATED WITH JMS, ETC.)

**CONTACT INFORMATION:**

(NAMES, PHONE NUMBER, EMAIL, ADDRESS)

**CONTRACT VALUE:**

(IMPLEMENTATION FEES, SOFTWARE LICENSING, RE-OCCURRING SAAS FEES, MAINTENANCE & SUPPORT, HOSTING COSTS, ETC.)

**JAIL MANAGEMENT SYSTEM (JMS) MODULES IMPLEMENTED:**

(BOOKING, SECURITY, CLASSIFICATION, INVESTIGATIONS, PROGRAMS, REPORTING, AND ADMINISTRATION)

**PROJECT SUMMARY:**

(IMPLEMENTATION DETAILS, PROJECT DURATION, PROJECT CHALLENGES, MAJOR ACCOMPLISHMENTS)