

# Electronic Records & Document Management Solution RFP

## Addendum #2

Questions during the Pre-proposal meeting on 8/23/2019.

Q: Provide a copy of the slideshow online.

A: The link will be provided.

Q: Does MPRB have reservations about going into the cloud with DMS?

A: No; however, it must be secure and legitimate.

Q: Is MPRB familiar with eDocs?

A: Yes, a MPRB team member worked with this solution in the past.

Q: Does MPRB have a SQL database?

A: Yes, licenses and virtualized in VM environment.

Q: How many MPRB users

A: Depends on how the solution is licensed. Solution pricing should be based on level of users.

Q: What is MPRB using currently for managing documents?

A: File sharing, H: drive, SharePoint, MS TEAMS, email copies

Q: Are there any MAC or iOS users?

A: Yes, up to 10 users.

Q: Any big pain points MRPB is working around currently?

A: Yes, just starting electronically collaborating, archiving and document destruction

**Note to Vendors:** In the Requirements Workbook respond with the following and not Y, N, T, M:

- Not provided
- Additional services required
- Configuration required
- Provided as-is

**NOTE to Vendors:** When filling out the Requirements Workbook tabs do not assume that everyone on the evaluation team will review each tab. It is very possible that one person will be responsible to review just one tab. Keep this in mind and answer with thorough comments if needed.