



OFFICE OF COUNTY MAYOR GLENN JACOBS

Procurement Division, 1000 N. Central Street, Suite 100, Knoxville, TN 37917

Knox County Procurement Division Addendum I to RFP #2868 Asset Management System

Addendum Date: June 26, 2019

Buyer: Ben Sharbel

Closing Date: July 11, 2019 at 2:00 PM

Total Page(s): Three (3)

Clarifications:

Question #1: Can you please tell us how many user licenses will be required for the system?

Answer #1: The system should be able to maintain the district's existing logins, usernames, and employee id numbers as well as integrate with our Student Information System: Aspen. There are currently just over 60,000 students and 8,000 employees. Knox County Schools prefers that everyone be able to log in to view his or her assigned equipment, textbooks, keys, etc. At a minimum, the district has 800-1,000 employees regularly viewing data and 100-120 employees with the ability to manipulate data (with varying degrees of access).

Question #2: Section 3.8 of the solicitation states, "Knox County **will not** accept any vendor's contract. If these types of Master Agreements, Service Agreements, Terms of Agreements, or other submitted contract agreements/forms are submitted they **will not** be accepted." Does this mean that the County will not accept a software license agreement from a software vendor?

Answer #2: This refers to the contractual agreement, which will be written by Knox County. Any documents, such as a software license agreement, that a vendor wishes to be included as part of the agreement should be submitted as part of their proposal.

Question #3: Are you looking for 1 system to meet all requirements included or the ability to integrate with other solutions to meet the full need of Knox Co Public Schools?

Answer #3: Knox County Schools prefer to purchase one comprehensive system that meets all of our needs or a system with modules/add-ons. Integration with other solutions could be an option, but this is less desirable because it leaves the district making multiple purchases.

Question #4: What is your desired live date of an Asset system?



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- Answer #4:** Knox County Schools can be somewhat flexible with our implementation date(s). We prefer that we have a multistep roll-out so that we can schedule employee training around other departmental obligations. Depending on the length of this RFP process, we would like to have a system in place before the end of the 2019 calendar year.
- Question #5:** What is the desired number of users?
- Answer #5:** See Question/Answer #1 above.
- Question #6:** What is the number of active assets being managed?
- Answer #6:** Not including inventory or textbooks, Knox County Schools manages over 100,000 barcoded assets.
- Question #7:** What is the approximate combined dollar value of active assets being managed?
- Answer #7:** The combined initial purchase price of barcoded assets is in excess of \$45 million.
- Question #8:** What system is currently in place to track assets?
- Answer #8:** Knox County Schools currently use a variety of smaller asset management systems:
AssetCloud by Wasp Barcode Technologies
BarCloud by ASAP Systems
SchoolDude by Dude Solutions
Incident IQ
Neat
Google Sheets by Google
Excel Online by Microsoft
- Question #9:** We know both cloud and on-premise solutions will be considered, is there a preference for one over the other?
- Answer #9:** Knox County Schools is looking for a balance between security, reliability, functionality, and cost. There is no preference between cloud and hosted solutions as long as our needs are met.
- Question #10:** Would Knox County/KCS like to use RFID technology to more efficiently and accurately complete periodic inventory?
- Answer #10:** In the past, RFID has been cost prohibitive for the Schools. Knox County Schools would be open to using the technology on select assets if it were available. It is not a requirement for an asset management system in this RFP.



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Question #11: For section 2, question 18 of the technical specifications, could Knox County/KCS please provide examples of either the data that is needed or the type of year-end reports that you would like to be able to utilize?

Answer #11: At Knox County Schools, year-end reporting varies per location/department. At a minimum, we need to be able to produce a report that differentiates between assets that were added during the last year and those that have been here longer than that. We need to be able to reconcile the cost of our assets/inventory with budgets and account balances at the end of the fiscal year. This would be in addition to a physical inventory of the assets at the year-end.

End of Addendum I.

Addendum must be acknowledged in Section V, Part II of your Proposal.

A handwritten signature in blue ink, reading "Ben Sharbel".

Ben Sharbel, CPPO, CPPB
Supervisor of Property Development & Asset Management
Knox County Procurement Division