Below are questions that the District received related to the Information Systems Master Plan & Operational Review RFP. Responses are provided for every question received.

1) The overall district budget and financial projections?

   The District's budget can be found online - http://www.lvmwd.com/about-us/adopted-budget-and-annual-financial-reports.

2) The ISD budget, org chart and position descriptions?

   A District organizational chart can be found online at http://www.lvmwd.com/home/showdocument?id=1086. ISD staff: 1 Systems Analyst (2 budgeted), 1 SCADA Systems Specialist, 1 GIS Technician, 1 Computer Support Specialist, 1 Information Systems Manager.

3) Longevity of existing ISD staff?

   Systems Analyst, 2 months; SCADA Systems Specialist, 14 years; GIS Technician, 8 years; Computer Support Specialist, 14 years; Information Systems Manager, 30 years.

4) ISD responsibilities for administration of the District website and management of the content?

   None.

5) Does the ISD manage an Enterprise Asset Management System (EAMS) or other work order and/or inventory systems?

   No. The District does have an AMMS maintenance management system.

6) Does ISD manage a Geographic Information System (GIS)?

   Yes

7) Are there any custom systems that might benefit from standardization?

   No. The District generally uses commercially available products.

8) Which vendor provides support for the AMR/AMI infrastructure?

   We currently do not have support for the AMR/AMI system or infrastructure.

9) Does ISD maintain a single data center or is the server infrastructure distributed?

   Single data center with a few remote servers.

10) What's the anticipated budget for the consulting engagement?

   There is no established budget for this engagement. The District is looking for the firm that provides the best ability to deliver the study for the best price.

11) Does the District have a general long term ISD strategic direction in mind?
   a) Increase self-sufficiency (in-source)
   b) Increase industry collaboration (out-source)
   c) Balance internal capabilities as part of industry collaboration (co-source)

   One of the key components of this engagement is for the selected consultant to make recommendations on the strategic direction of the Division. See RFP Scope of Services C: "This portion of the engagement will examine the current organizational structure and identify a recommended service delivery model to best meet the organizational needs and priorities."

12) Does the District have a business plan or operational plan in place today?

   The requested IT Master Plan should support the business and or operational plans of the District so understanding the Districts goals that are currently driving the organization would be most helpful. See the FY 2014/15 Budget Tactical Actions and Activities for the District's key initiatives.

   http://www.lvmwd.com/home/showdocument?id=4147

13) Has the District ever had a "Master Plan" developed before? *Yes*
   a) If so when was the last Plan completed? *1996*
   b) Has that Plan been followed? *Yes*

14) Are there components of that Plan which the District felt were:
   a) Beneficial and useful
   b) Useless

   The Plan was useful at the time and is now useless due to its age.

15) Would the prior Master Plan contain Business Requirements upon which to base a Gap Analysis (Section II B)?

   No. The Plan is too old.

16) We assume that the District is looking for a Gap between what its current systems can do and what the District needs?

  Yes.

17) If the District's needs are not currently documented would that be part of the Gap Analysis?

  Yes. The District's needs would need to be documented as part of the GAP analysis.

18) In Section II B Gap Analysis it says in part "The analysis must be comprehensive and study every aspect of the District's use of technology including, but not limited to, documentation of every system …" is the "brief description" of the Districts Existing Technology Environment complete? If not, can the District provide a complete list so that we may estimate time to review every aspect of the District's use of technology?

  The one system not mentioned that should be part of the study is the AMMS maintenance management system. This system is a standalone system with no integration to the JDE system.

19) In Section D Term of Engagement there are two Milestones after the "Review Completed" Milestone: "Presentation of Report to District Management" and "Board Report". Are these last two Milestones to be included within the consultant's effort or are these internal District Milestones where the District will be taking the consultant's Completed Review and presenting that themselves to both District Management and the Board?

  The RFP envisions that the selected consultant would present its findings to Senior District Management and the Board.

20) What the District refers to as a Master Plan, our firm calls a Strategic Information Systems Plan (SISP). Our firm's methodology bases the beginning of the effort on a "Business Strategy". It is our belief that the SISP has to be the technology road map to allow the enterprise to meet its Business and Operational goals (i.e., the Business Strategy). Does a District Business Strategy exist or would that be the first step to interview District Executives to understand any changes and or directions the District wishes to undertake which must in tern be supported by technology?

  The District's Strategic Initiatives are detailed in the budget documents. Additionally, as specifically stated in the RFP, "This portion of the engagement will include interviews with key stakeholders throughout the organization including end users and management." http://www.lvmwd.com/about-us/adopted-budget-and-annual-financial-reports.

21) In our firm's SISP methodology we focus on four main areas and link them back to supporting the Business Strategy: 1) Applications, 2) Technology, 3) Data, and 4) Organization. The Districts' RFP addresses all but the Data area. Would you like our firm's RFP response to address Data in the resulting Master Plan?

The RFP addresses the priorities for the study the District has identified. It is the consultant's responsibility to propose how it believes the District's needs would best be met. As explained on Page 7 of the RFP, the District will select the firm whose approach, technical skills, and price are best. The District does <u>not</u> award RFPs on price alone.