

**Clerk-Recorder System Request for Proposal
Addendum #4**

Clarifications and Questions

1. Since Yuba County does not have an Enterprise Content Management Solution that is deployed on a county-wide basis, will a system that allows for storage of images, or rendition of images to a protected .tif or a .pdf-a, and that provides an ability to purge/delete images after the retention period for specific documents has expired be deemed to meet the Trusted Systems Requirements provided by Yuba County? (Please note that no current recording system offered provides for enterprise-wide content management across ALL County departments).

Yes, a system that allows for the storage of images in a secure format and provides the ability to purge/delete images will be deemed to meet the Trusted Systems Requirements as defined in AIIM ARP1-2009.

2. There was mention that there are 1.6 million records currently in your system (that include Vitals) and that all images back to 1980 have been truncated with overlays and that the truncations will have to be reprocessed. We would like to know the number of documents and pages that will have to be reprocessed for truncation of SSN?

The total number of redactions is 67,727 on 56,469 documents. The 1.6 million refers to the number of images, not documents. Some documents contain multiple images.

3. Clarify: Page 22, paragraph 1, "If the two-stage approach is used, the four (4) bidders receiving the highest preliminary scores will be invited to an oral presentation and demonstration."

The number of vendors invited to interviews/demonstrations will be greater than one, but not necessarily more than two.

4. Pg. 30 – Exhibit A – Bid Form
Is it required that the 7.50% sales tax be included in the total?

There is a place to itemize out the cost of sales tax. Depending on the proposed solution, tax may not be applicable which is why we ask that it is itemized separately.

5. Pg. 33 – Exhibit D – Standard Services Agreement Template
The link provided leads to the open bids page and the agreement template is not listed on the webpage. Please advise.

I have addressed the problem and the solicitations page now has a link to the agreement template.

6. Pg. 37 Are the references required to be from the State of California or would references from offices similar in size and responsibility as the Yuba County Clerk & Recorder's office within the United States acceptable?

A majority of, but not all, current and past references, must be from California.