

# STATE OF NEW HAMPSHIRE

BUREAU OF PURCHASE AND PROPERTY  
STATE HOUSE ANNEX  
25 CAPITOL STREET  
CONCORD, NEW HAMPSHIRE 03301-6398

## ADDENDUM # 5 TO RFP INVITATION # 2010-011

PROPOSAL DUE DATE: 10/19/2009

PROPOSAL DUE TIME: 2:30 PM

FOR: **SHAREPOINT SERVER DOCUMENT AND CASE MANAGEMENT SYSTEM**

**CHANGE 01: Deletion of Requirement F-8**

### ORIGINALLY READ:

Page 42 Functional/Business Requirements-Document Management

REQ #	Requirement/Deliverable	M/D	Y/M/N	Comments	Phase 1 Intranet	Phase 2 Internet
F-8	The DMS shall track the status and location of all original paper documents and non-electronic docket materials via bar-coding and check-in/check-out functions.	D		Original documents are filed in the Docket Room. Non-electronic materials can be such items as topographical maps, water samples, etc.	X	

### CHANGE TO READ:

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REQ #	Requirement/Deliverable	M/D	Y/M/N	Comments	Phase 1 Intranet	Phase 2 Internet
F-8	[Deleted]					

**CHANGE 02: Mandatory Requirement F-14 to Desirable**

### ORIGINALLY READ:

Page 44 Functional/Business Requirements-Document Management

REQ #	Requirement/Deliverable	M/D	Y/M/N	Comments	Phase 1 Intranet	Phase 2 Internet
F-14	The DMS shall allow users to retrieve documents through queries based on one or more index field values. In case of single match, the system will display the document itself and in case of multiple	M			X	

REQ #	Requirement/Deliverable	M/D	Y/M/N	Comments	Phase 1 Intranet	Phase 2 Internet
	matches, the system should display results as a list or as "thumbnail" images that can be enlarged for viewing as required.					

**CHANGE TO READ:**

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REQ #	Requirement/Deliverable	M/D	Y/M/N	Comments	Phase 1 Intranet	Phase 2 Internet
F-14	The DMS shall allow users to retrieve documents through queries based on one or more index field values. In case of single match, the system will display the document itself and in case of multiple matches, the system should display results as a list or as "thumbnail" images that can be enlarged for viewing as required.	<b>D</b>			X	

**CHANGE 03: Mandatory Requirement F-41 to Desirable**

**ORIGINALLY READ:**

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REQ #	Requirement/Deliverable	M/D	Y/M/N	Comments	Phase 1 Intranet	Phase 2 Internet
F-41	The DMS shall support archiving records to various mediums.	M			X	

**CHANGE TO READ:**

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REQ #	Requirement/Deliverable	M/D	Y/M/N	Comments	Phase 1 Intranet	Phase 2 Internet
F-41	The DMS shall support archiving records to various mediums.	<b>D</b>			X	

**CHANGE 04: Remove "full time" from required assignment of Project Manager.**

**ORIGINALLY READ:**

**E-3 Candidates for Project Manager**

Although the State recognizes that staff availability is somewhat uncertain, qualifications of the Project Manager are particularly critical. Therefore, the State requires that the Project Manager be identified with some degree of certainty. Representative resumes shall not be accepted.

The State requires that the Project Manager be assigned full time for the duration of the project. For the Project Manager candidate, provide a resume not to exceed five (5) pages in length addressing the following:

**CHANGE TO READ:**

**E-3 Candidates for Project Manager**

Although the State recognizes that staff availability is somewhat uncertain, qualifications of the Project Manager are particularly critical. Therefore, the State requires that the Project Manager be identified with some degree of certainty. Representative resumes shall not be accepted.

The State requires that the Project Manager be assigned ~~full-time~~ for the duration of the project. For the Project Manager candidate, provide a resume not to exceed five (5) pages in length addressing the following:

CONTACT: ChristiAne G. Mason  
TEL. NO.: **(603) 271-2431**  
EMAIL: ChristiAne.G.Mason@puc.nh.gov

NOTE: IN THE EVENT THAT YOUR BID INVITATION HAS BEEN SENT TO THIS OFFICE PRIOR TO RECEIVING THIS ADDENDUM, RETURN ADDENDUM WITHIN THE SPECIFIED TIME WITH ANY CHANGES YOU MAY WISH TO MAKE AND MARK ON THE REMITTANCE ENVELOPE BID INVITATION NUMBER AND OPENING DATE. RETURNED ADDENDA WILL SUPERSEDE PREVIOUSLY SUBMITTED BID.

BIDDER \_\_\_\_\_ ADDRESS \_\_\_\_\_

BY \_\_\_\_\_

(this document must be signed)

\_\_\_\_\_ TEL. NO. \_\_\_\_\_

(please type or print name)