



SOLICITATION ADDENDUM

Date: **8/30/2023**
Subject: **Digital Video Storage Solution**
Solicitation Number: **6100059079**
Due Date/Time: **9/1/2023**
Addendum Number: **4**

To All Suppliers:

The Commonwealth of Pennsylvania defines a solicitation “Addendum” as an addition to or amendment of the original terms, conditions, specifications, or instructions of a procurement solicitation (e.g., Invitation for Bids or Request for Proposals).

List any and all changes:

See attached list of questions and answers.

Type of Solicitation: Electronic Bid (SRM) - Review the Questions section of your solicitation response to ensure you have responded, as required, to any questions relevant to solicitation addenda issued subsequent to the initial advertisement of the solicitation opportunity.

Except as clarified and amended by this Addendum, the terms, conditions, specifications, and instructions of the solicitation and any previous solicitation addenda, remain as originally written.

Respectfully,

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1. What solution is currently being used for digital video storage?

The Hitachi H10 and S10 units at EDC and TEC PARK, with Edge software (not MS Edge) at field sites

2. What business/technical challenges are you looking to address by replacing the current solution?

The RFI outlines the existing business need.

3. What is the desired deployment/hosting model for the required solution? SaaS cloud environment, Private Cloud environment, On-premises in the customer's local data center, or a hybrid infrastructure?

Our current system is best described as on-premise because the data is kept in two central repositories for user to view (along with local cache), and they are on state-owned property and state-owned equipment. That being said, the Commonwealth is willing to entertain different options depending on the solutions vendors propose.

4. When is the RFP expected to be released?

Although an official date has not yet been established, the Department expects to decide on how to move forward by the end of the calendar year.

5. Is there a budget allocated for this purpose?

Yes, funding is available for this initiative.

6. What is the expected or target timeframe for going live?

Although not yet determined, it is anticipated that the new system will go live in the middle of 2024.

7. If a vendor does not comply with any of the ITP of the Commonwealth stated at <https://www.oa.pa.gov/Policies/Pages/itp.aspx>, is it acceptable if the vendor meets the ITP requirements prior to project go-live?

If a vendor does not meet COPA ITP, and they are able to meet ITP after go-live, a waiver must be submitted along with a plan of action to assess the risk involved. Waivers may be approved based on the level of risk they create, but are not guaranteed and could prevent or significantly delay go-live.

8. Can you specify which requirements are "must have/mandatory" vs. "nice to have/optional"?

The RFI was released with all of the functionality the department would like to see in a new system. The purpose of an RFI is for vendors to identify what options may be available to the Department so that a more formal procurement may take place with specific requirements.

9. What type of notifications are required by users when videos are uploaded to the system based on user roles, or file structures: email notifications, in-portal real time notification, or push notification?

The Department is willing to accept any of these notification types.

10. Is there a requirement to integrate with any external applications in order to meet specific needs or functionalities?

No

11. Do you need ability to completely isolate content, access and its administration for each of the 24 SCI, Academy, and other locations by allocating separate portals? OR would it be sufficient to organize and segregated content with folder structure in a single portal?

The Department must have the ability to isolate content and access depending on the sensitivity of the content. This is currently accomplished by managing access by individual folders and files in the existing system. As long as the Department can control permissions to isolate content, we can use a single portal.

12. In case of the former, how many separate portals do you estimate you may need in total?

If all conditions above are met, we can use a single portal.

13. Is data migration required? If yes, how much data is expected to be migrated?

Yes. The current system houses approximately 75TB of storage.

14. Is it expected to migrate all associated meta data with the media? What type of metadata needs to be migrated?

The Department does not use the metadata, only the actual files.

15. Is the data to be migrated already encoded in standard web format (MP4, MP3, GIF/JPEG etc.)?

Yes

16. Can you share estimated content size and count by type (audio, video, images, documents etc.) and any proprietary formats?

The current system houses approximately 75TB of storage, but don't have a breakdown of files by size and/or type. The current proprietary software is any Bosch video in which the Department has thousands of, but not all are the same.

17. Can you share estimated number of users who will need access to the system?

We currently have approximately 100 users who access our system.

18. How many of these users will need ability to upload content?

All users should have the ability to upload content.

19. Can you elaborate what you mean by 'the system must have the ability to contain file structures for each SCI that includes several layers? Could you clarify what you mean by 'file structures,' and what type of content or data these structures would hold?

The intent of this statement is to ensure that the new system can have a standard naming convention for uploading, storing, and searching files. All storage locations must have the ability to store video and PDF/Word documents.

20. With the intended solution, will HCPAnywhere play a part in the upload workflow? Or will the site users prefer to manually upload to the intended solution?

From an IT perspective, IT will work with the new vendor and would prefer that it not occur over the network due to the length of time it would take to complete.