



Building Community®

Procurement Department Bid Office
Customer Center 1st Floor, Room 002
21 W. Church Street
Jacksonville, Florida 32202

March 23, 2020

ADDENDUM NUMBER: **THREE (3)**

TITLE: **eDiscovery Software Solution and Implementation**

JEA ITN NUMBER: **#98995**

RESPONSE DUE DATE: **March 27th 2020**

TIME OF RECEIPT: **12:00 PM**

TIME OF OPENING: **2:00 PM**

THIS ADDENDUM IS FOR THE PURPOSE OF MAKING THE FOLLOWING CHANGES AND CLARIFICATIONS:

Add (1): JEA adds the following questions and answers to this Solicitation.

Supplier Inquiry 1):

Is the purpose of this tool solely for Public Records Requests or might this expand into E-Discovery(for-litigation/subpoenas)?

JEA Response: Our department will primarily use this tool for public records requests. We also respond to subpoenas and assist with discovery.

Supplier Inquiry 2):

Does JEA have a current system in place for receiving, tracking, and responding to Public Records Requests? Would they like this solution to tie into that tool?

JEA Response: We have a “home-grown” tracking system. We are not asking for the solution to integrate or tie in with that system.

Supplier Inquiry 3):

Would JEA be interested in a tool that not only handled the collection from Exchange but also managed the workflow and notifications within and between departments?

JEA Response: A tool integrating with Exchange is a “nice to have,” requirement. A workflow and notifications tool within and between departments is outside the scope of this solicitation.

Supplier Inquiry 4):

Would a GSA or National IPA contract be helpful or necessary in procuring this tool?

JEA Response: This is not required as JEA is competitively bidding this solution. However if using a GSA or National IPA contract allows meeting JEA’s terms and requirements and allows the most competitive approach respondents may do so.

****** Bidder shall acknowledge this Addendum on the Bid Form******