



Chief of Police  
Jeff Jennings

Police Department  
City of Emeryville  
2449 Powell Street  
Emeryville, CA 94608



August 5, 2022

**To:** Vendors Considering the CAD/RMS/Mobile Software RFP

**Re:** Additional Information on the RFP process

In addition to the answers to vendor questions, The City would like to provide additional information for vendors considering submitting proposals. A link to the standard professional services contract used by the City of Emeryville can be found here: <https://www.ci.emeryville.ca.us/1272/RFP-To-Provide-a-CAD-Records-Management-> .

In Section 1.3 the steps of the RFP process are listed. The “Proposal Evaluation Complete” date (September 28, 2022) is the expected date of selection. The City’s Notice of Selection is expected to be posted on the [RFP webpage](#) by September 30, 2022.

Any protest challenging the selection, or the selection process must be submitted within five business days following the City’s issuance of a Notice of Selection. The protest must be submitted in writing via email to [fdauer@emeryville.org](mailto:fdauer@emeryville.org), and must clearly specify the basis for the protest. The protest will be reviewed by the Department in consultation with the City Attorney, and their determination on the protest is final. No public hearing will be held on the protest. Time being of the essence, the Department reserves the right to proceed with award and commencement of the services notwithstanding any pending protest or legal challenge.

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