



CITY OF DALY CITY MEMORANDUM

To: Potential Vendors, 2019 Request for Proposals: Website, Agenda, and Document Management Services

From: Timothy Birch, Acting Deputy Finance Director

Date: October 1, 2019

Subject: Responses to Vendor Questions

The below questions were received from an interested vendor on September 25, 2019 in reference to the web, agenda, and document management services request for proposal issued on September 9, 2019 by the City of Daly City.

Answers have been provided by City staff.

1. How many users from the City will need access to the system to add, edit, and delete documents?

Over 100 including 25 concurrent users.

2. How many users from the Police Department will need access to the system to add, edit, and delete documents?

Over 100 including 15 concurrent users.

3. Will the Police Department require a separate repository from the City?

Yes.

4. How many documents are currently stored in SIRE?

4.3 million.

5. What is the size of the database in GBs?

Less than three gigabytes.

Additional Information

There are 1.8 million documents stored in the separate Police installation of SIRE. The size of the database associated with the separate Police installation is less than one gigabyte.