

RFP Bidders Webinar: Question and Answer Session

October 7, 2012

#	Question	Answer
1	What is the budget cap for this RFP?	The budget for this RFP is capped at \$800,000.
2	Do you expect changes to the "to-be" model?	There may be further, more detailed exploration of the requirements during the initial sessions with the contracted vendor and the pilot states, however ITSC is confident that the high level requirements were captured during the requirements phase of the project. The focus now will be on familiarizing the contracted vendor with the detailed requirements and where needed, getting more details within specific sections of the "to be" requirements. This elaboration and detailed exploration are within the scope of the \$800,000 cap in the RFP.
3	Does ITSC have preference to a particular software development life cycle methodology?	ITSC is open to working with the selected vendor, and understands that the vendor may have established methodologies currently deployed and successful within their organization. However it should be noted that ITSC does has a preference toward iterative development; and would prefer to be able to get an early view into development activities and be able to make any corrections during an incremental period. The progress payments schema emphasizes this approach in terms of the working product and promotes that type of delivery methodology.
4	Is there a W/NBE goal for subcontracting?	No, there is not. ITSC is part of NASWA; and is not a federal or state government agency.
5	Are you releasing a list of vendors who attended this webinar?	Yes, this list will be posted online at www.itsc.org , and we will send out an email list to vendors registered and attending the webinar.
6	In Section 4.5, the percentage of deliverables add up to 100.5%.	Section 4.5, "Deliverables," has been revised and is below, as well as posted as an amendment on the ITSC website. You will note that under Deliverable Description "Implementation of a full production hosted system that will support the 3 pilot states in their production environment implementation", the Deliverable Percentage has been changed to 27%, from 27.5%. Percentage of Deliverables now adds up to 100%.

The following clarifications were made:

- a. An emphasis was made on the requirement around open source based architecture. Although ITSC is not precluding licensed or other proprietary software tools, the preference is open source technologies within the application itself. ITSC believes that this will promote the integration and transferability of the (IWR) system with each of the pilot states on this project and will also enable additional states beyond the three pilot states to implement this component in the future.
- b. Section 4.2, Optional Contractor Component: This section allows for separate optional pricing above the \$800,000 RFP cap. Optional line item pricing may be submitted for implementation of the IWR system in non-pilot states. Optional line item pricing may also be included for providing additional technical or programming support to the pilot states as requested. ITSC is interested in providing a mechanism for the states to acquire optional services from the contracted vendor for tasks beyond the scope specified in the RFP.
- c. Section 4.5: This is a deliverables based RFP. Payment will be made as deliverables are received and accepted in accordance with the deliverables payment schedule included in the RFP. As indicated in the RFP all deliverables will have a 10% holdback. Payment of the holdback is conditional upon acceptance of a fully integrated and implemented solution with no critical issues remaining open and unresolved.

Integrated Workforce Registration System Development

4.5 Deliverables

All deliverables will have a 10% hold back based on a fully integrated and implemented solution.

Project Phase	Deliverable Type	Deliverable Description	Percentage of Deliverable
Planning	Project Management	<p>Project Plan and Schedule: This will include a document to support how the selected vendor will execute the project.</p> <p>The vendor must use the ITSC Project Management Plan Template Provided by ITSC (Appendix I).</p> <p>The project schedule will provide a timeline highlighting all project milestones and deliverables.</p> <p>The vendor must use the MS Project Schedule provided (Appendix J) and map the phases of the proposed SDLC to into the standard Initiate/Plan/Execute/Close/Monitor structure.</p> <p>Jointly established deliverable acceptance criteria.</p>	2.5
Planning	Technical	<p>Technical Design Documents: This will include the following documentation.</p> <ol style="list-style-type: none"> 1. Solution Architecture 2. Class Diagrams 3. Sequence Diagrams 4. Data Model 5. Implementation Strategy 6. Test Cases(Integration, system and acceptance) 	5
Planning	Technical	<p>Architecture Proof of Concept: This will demonstrate the proposed architecture solution with targeted software components. The proof of concept functionality shall exercise all facets of the architecture to ensure proper functionality.</p>	5
Execution	Technical	<p>Iterative Checkpoints to demonstrate the working components for the IWR</p>	2.5

Integrated Workforce Registration System Development

Project Phase	Deliverable Type	Deliverable Description	Percentage of Deliverable
		system This deliverable requires full integration of the system and delivery of all working modules.	
Execution	Technical	Finalized accepted project source code: All project source code will be hosted by ITSC source control software. It is expected that all modules are stored and populated within this environment.	40
Execution	Technical	Automated Project Build Process: A fully implemented project build process shall be designed and developed to support the IWR project.	2.5
Execution	Technical	Implementation of a test environment that can be used by ITSC and the pilot states to test their integration process.	5
Execution	Technical	Implementation of a full production hosted system that will support the 3 pilot states in their production environment implementation	27.0
Execution	Project Management / Technical	All technical Documentation that is associated with the project.	2.5
Execution	Project Management / Technical	Knowledge transfer to all hosted components and configuration of the system.	2.5
Monitoring and Control	Project Management	Weekly status reported back to ITSC throughout project lifecycle, using ITSC provided template (Appendix I) Metrics to track weekly progress include: <ul style="list-style-type: none"> • Schedule updates and current project risk review • Number of use cases coded • Number of test cases passed • Number of defects found • Number of defects fixed 	5.5

Connectivity IWR RFP - Bidders Webinar

October 7, 2012 1:00 PM EDT

Name	Email	Company	Title
Lee Schofield	lschofield@burning-glass.com	Burning Glass Technologies	Client Integration Manager
Dave McEachern	dmceachern@cds2.com	CDS2	Senior Statistician
Frank Zemrose	zemrosef@edaptivesys.com	Edaptive Systems	Director of Business Development
Michael Keck	keckm@edaptivesys.com	Edaptive Systems	Owner
Abid Bargeer	abid@gcomsoft.com	GCOM Software Inc.	CTO
Andres Romualdo	aromualdo@impaqint.com	IMPAQ International	Research Assistant
Dean Hunter	dhunter@navisite.com	NaviSite	Program Manager
Pedro Rosa	pedro.rosa@onpointtech.com	On Point Technology Inc.	Product Development Manager
Ron Burkhardt	ron.burkhardt@onpointtech.com	On Point Technology, Inc.	VP Market Development
Bob Yokavonus	robert.yokavonus@onpointtech.com	On Point Technology, Inc.	VP Sales and Marketing
Maha B	mahab@vgroupinc.com	V Group Inc.	Bids and Proposals
Marc Bajaj	marc@worldlink-us.com	WorldLink, Inc.	Business Development Executive
Michael How	mhow@vichara.com	Vichara	