

Request for Offers (RFO) Addendum

RFO Number: RFO0007

Addendum Number: 1

Date of Addendum: 6/23/2014

Original Due Date, Time: 6/27/2014, 1:00pm CT

Revised Date, Time (if changing): N/A

Title: Minnesota Provider Screening and Enrollment (MPSE) Application

SCOPE OF ADDENDUM

The following are changes to the RFO:

Responses to questions received:

1. Q - How many candidates could we propose for evaluation?
A – Up to two candidate submissions per vendor will be allowed; for consideration, all candidates must meet stated minimum requirements.
2. Q – Will selected candidates be interviewed, and if so, will it be a phone, Skype, or is a face to face interview required?
A – In person (face to face) is preferred, but we acknowledge this isn't always practical, so would be willing to do telephonic and/or Skype interviews of selected candidates.
3. Q – Is the expectation for the selected candidate to be onsite the entire project or would you allow for remote work once this person gets established?
A – On-site only will be required due to the nature and fast pace of the work.
4. Q - Is this a Staff Augmentation opportunity (time and materials) or a fixed priced bid opportunity?
A – Staff augmentation only.
5. Q - Can we submit candidates with less years of experience in Drools?
A - Preference will be given to Drools experience. We may entertain less time specific to Drools if submitted candidate had similar applicable business rules application development experience in lieu of Drools.
6. Q - Would an alternate to DROOLS be considered?
A – Preference will be given to Drools experience. We may entertain less time specific to Drools if submitted candidate had similar business rules application development experience.
7. Q – Is the Developer/Programmer position posted in RFO0007 a new position that is being added to the team, or is this the renewal of an existing position?
A – New position being added to an existing in-place team.
8. Q – Is there an incumbent for this position?
A – No.
9. Q – Is it necessary for Minnesota registered corporation to submit signed Resident Vendor form?
A – Resident Vendor Form is optional. However, no vendor may claim Resident Vendor status without submitting the form. Note only one Resident Vendor form is required for this RFO, regardless of how many candidates the vendor is actually submitting.

10. Q – Will payment to the awarded vendor be made based on completed and approved deliverables or can we bill time each month as it goes up to the fixed bid amount?
A – Note that there is no ‘fixed bid amount’; payment will be made for satisfactorily completed and approved work hours as billed monthly by the vendor (based on contractors approved time card).
11. Q – Is there a format if we have to submit more candidates for this RFO?
A – You may submit up to two candidates in response to this RFO. However, successive candidate submissions do not require an additional submission of required General Forms if they were previously submitted.
12. Q – Is it necessary that the following documents have a signature with a current date: Affirmative Action, Affidavit of Non-Collusion, Certification Regarding Lobbying, Resident Vendor Form?
A – Yes, as it certifies your firm as an eligible vendor at the time of your submission. However, only one completed set of these forms is required for this RFO, regardless of how many candidates the vendor is actually submitting.
13. Q – In the Submission Format, item 4 (page 6) in Overall Experience, it states: “Also include name two references” - do you mean the vendor’s references or candidates references?
A – Please note that the remainder of this sentence states “references who can speak to the resources work on a similar project”; those are the references being sought here.
14. Q – Where do we state and include the bill rate for the consultant??
A – Cost must be submitted as a separate attachment. Label the attachment as follows: Vendor Name Cost Proposal MPSE reference RFO0007. As this is a staff augmentation RFO, cost should be stated as an hourly rate billed by the vendor.
15. Q – Do you know what the interview process will look like?
A – The interview will be conducted focusing on application development technical questions and candidates’ responses will be scored on the merits of skillsets, experiences, and how well each question is answered.
16. Q – How many companies were given the opportunity to respond to this RFO?
A – All eligible SITE vendors that are approved in the Developer/Programmer category.
17. Q – Are there any incumbent vendors/resources responding to this RFO?
A – There is no incumbent in this position. Information on vendors who have responded to this RFO is not public at this time.
18. Q - Is there a budget rate you are targeting? We are aware of the SITE rates and that we need to be competitive, but is there a cap you are looking to be under?
A – Cost will account for 30% of the evaluation of responses.
19. Q – Is Medicare/Medicaid background helpful?
A – Yes.
20. Q - Is there an incumbent vendor/candidate responding to this RFO?
A – Data on responses to this RFO is not public at this time.
21. Q – What is the physical address of this assignment?
A – 100% of the work will be performed at the Elmer L. Andersen Building, 540 Cedar Avenue, St. Paul, Minnesota 55102.
22. Q – Please confirm that travel isn’t expected to perform the duties outlined in this RFO.
A – Travel is not expected.
23. Q – How many Java resources does MN-DHS expect needing to secure to perform the duties outlined in this RFO?

- A – One resource will be selected through this RFO.
24. Q - If MN-DHS anticipate needing to secure multiple Java resources, does it anticipate awarding one contract to a single vendor to provide a team of Java developers? Or does MN-DHS anticipate awarding multiple contracts to multiple vendors as needed to secure the resources needed?
- A – This RFO is to procure one resource. Future resources may be secured through either multiple contracts or through a single contract.
25. Q - Many of the same required skills are also listed in the desired skills. Please clarify which specific skills will be required and graded as pass/fail?
- A – The desired skills indicate additional years of experience (e.g., 5 years of Java (J2EE) experience is required, but 7 years is desired). Drools experience is no longer a required skill under this RFO.
26. Q - What is the technical environment for this project?
- A – We are primarily an IBM (WebSphere) entity. In addition to the environment detailed in the paragraph entitled “Project Environment”, note that we have the following environments for the application to be deployed: Development (DEV), System Test (STST), Acceptance Test (ATST), and Production (PROD).
27. Q – Is there a team in place with whom this hire is required to work? If yes, the team skill sets.
- A – As detailed in the paragraph entitled “Project Environment”, the project team consists of the technical manager, the project manager, two business analysts, a Drools developer (contractor), a Java developer (contractor), two subject matter experts, a systems architect, an MMIS programmer, and an Oracle DBA, as well as a number of support and auxiliary positions to facilitate the success of the project.
28. Q – Does the candidate need to know any coding in any specific software languages?
- A – No.
29. Q - Do you utilize manual or automated testing processes, tools?
- A – Manual – Junit testing.

This addendum shall become part of the RFO and should be returned with, or acknowledged in, the response to the RFO.

RESPONDER NAME:

SIGNATURE:

TITLE:

DATE: