

# Request for Offers (RFO) Addendum

RFO Number: RFO0118

Addendum Number: 1

Date of Addendum: 3/23/2016

Original Posting Due Date, Time: 3/28/2016, 4:30 PM CT

Revised Due Date, Time: 3/28/2016, 4:30 PM CT (unchanged)

Title: MNsure Project – Java Developers

## SCOPE OF ADDENDUM

The following are changes to the RFO:

**Page 3, “Mandatory Qualifications”, is amended as follows:**

**Mandatory Qualifications (To be initially scored as pass/fail. Thereafter, proposed resource(s) that meet the Mandatory Qualifications will be scored in part on the extent to which the resource exceeds these mandatory minimums. See RFO Evaluation Process, below.)**

At a minimum, a proposed resource must meet the following mandatory qualifications. Resource submissions that do not clearly demonstrate that these mandatory qualifications are met will not be considered under this RFO.

- B.S. or B.A. degree (4 year)  
OR  
Associate’s degree (2 year) with 5 years’ experience in Programming/Development.
- 18 months’ experience in Programming/Development role(s).
- ~~2-years’~~ 1 year experience with or exposure to incorporating WCAG 2.0 into projects.  
(Exposure means working on project(s) where WCAG 2.0 was incorporated, while not personally performing the development tasks pertaining thereto.)

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## Questions and Answers

**Question 1:** “2 years’ experience incorporating WCAG 2.0 into projects” is a Mandatory Qualification. As WCAG is typically used on the front end, are you looking for familiarity with WCAG, like being exposed to it on a project?

**Answer 1:** We would consider exposure as experience. See amendment to Mandatory Qualifications, above.

**Question 2:**

- a. Is there an incumbent vendor and/or a current consultant performing the duties for any or all of these three positions? If yes, will they be submitted for consideration?
- b. Will phone and/or video interviews be acceptable for out of state candidates or does it have to be in person?
- c. Since you are only requiring 18 months of development experience would you consider lowering the years of experience for WCAG 2.0? In addition, would you also consider moving this to the Desired skills? We realize that this is Governor mandated, however these are standards that are easily learned and implemented and by moving this to desired it will allow a larger, qualified candidate pool for your consideration. For example we have already screened over 200 resumes of highly qualified Java developers and less than 1% have WCAG 2.0 experience.

**Answer 2:**

- a. There are no incumbents. This is a new position with new funding.
- b. We will allow phone and/or video interviews as well as in-person.
- c. We are willing to reduce the years of experience or exposure to WCAG 2.0 to 1 year. See amendment to Mandatory Qualifications, above.

**Question 3:** Are remote resources located in the US an option?

**Answer 3:** Under the Project Requirements section, we indicated "All work will be done at Department of Human Services offices in St. Paul, MN unless otherwise arranged." By this we meant that remote work may be allowed on a case-by-case basis at the discretion of the State. The majority of the work must be done during normal business hours such as 8:30 a.m. - 5:00 p.m., but we would allow for some evening and weekend work.

**Question 4:**

- a. What is the maximum hourly billing rate for the resource that we submit?
- b. Will the interviews be in-person or Telephonic/Skype?
- c. Who is the incumbent?
- d. What will be the duration of the project and what is the estimated number of working hours?
- e. Will you award this to a single company or multiple companies?

**Answer 4:**

- a. The maximum hourly billing rate for each vendor for each SITE category was determined at the time that each respective vendor proposed its maximum hourly rate(s) when applying to become a part of the SITE program. Please check your records to determine your maximum hourly rate for a Developer/Programmer under the SITE program, or contact the SITE program directly to inquire.
- b. We will allow phone and/or video interviews.
- c. There are no incumbents. This is a new position with new funding.
- d. Please refer to the Estimated Project Schedule section for the project duration. It is anticipated that the resources will work full-time for the duration of the project.
- e. These contracts (work orders) may be awarded to a single company or multiple companies.

**Question 5:** Are there currently any contractors or employees assigned to these projects in the role described?

**Answer 5:** There are no incumbents. This is a new position with new funding.

**Question 6:** Is there a rate card/schedule, we should be using, or how does that all work with the cost proposal and vetting candidates on their desired rate?

**Answer 6:** You may propose whatever hourly rate(s) you choose for your candidate(s) up to your company's maximum hourly billing rate for the Developer/Programmer category under the SITE program. The maximum hourly billing rate for each vendor for each SITE category was determined at the time that each respective vendor proposed its maximum hourly rate(s) when applying to become a part of the SITE program. Please check your records to determine your maximum hourly rate for a Developer/Programmer under the SITE program, or contact the SITE program directly to inquire.

**Question 7:**

- a. Please confirm the mode of interview. Whether it will be Telephonic/Skype/In-Person
- b. Is there an incumbent on this?

**Answer 7:**

- a. We will allow phone and/or video interviews as well as in-person.
- b. There are no incumbents. This is a new position with new funding.

**Question 8:** For all of these I have resources that would be available located in North and South Dakota, and able to travel onsite for key points in the engagement, but the majority of the work would need to be remote, so I am trying to determine if these resources are a viable option for this.

**Answer 8:** Under the Project Requirements section, we indicated "All work will be done at Department of Human Services offices in St. Paul, MN unless otherwise arranged." By this we meant that remote work may be allowed on a case-by-case basis at the discretion of the State. The majority of the work must be done during normal business hours such as 8:30 a.m. - 5:00 p.m., but we would allow for some evening and weekend work.

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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: