

Responses to Vendor Questions:

1. What resources does the DNR have assigned to the project?

The DNR has one full-time and another quarter-time DBA/programmer and a project manager assigned to the project.

2. Are business requirements fully detailed for the project?

By the time the vendor starts on the project, the DNR anticipates having the business requirements nearly complete.

3. How does this project relate to the State's implementation of PeopleSoft ERP system, SWIFT?

The DNR is retaining its Oracle Financial system and as a result it must be modified to accept the new SWIFT chart fields to facilitate interfaces with SWIFT. The DNR has chosen to create a separate set of books as an implementation strategy.

4. Does the vendor need to supply everything listed in the Response Requirements for a 6-week project?

No. See Addendum 1 below for adjustments to the Response Requirements.

Addendum # 1

Changes to Response Requirements: The stricken items are no longer required in the response.

- ~~Introduction~~
- ~~Company overview~~
 - ~~a) Experience with implementation Oracle Financials e-Business Suite~~
- ~~Project Overview~~
- **Detailed response to "Business/Project Requirements"**
 - a) Description of understanding the need and explanation of proposed methodology/approach.**
 - ~~b) Explain how methodology/approach meets the requirements~~
 - ~~i) Business needs section~~
 - ~~ii) Project tasks and deliverables section~~
 - ~~c) For each "response," explain if your methodology/approach already covers the business/project requirements or would have to be modified.~~
 - ~~i) If modifications are necessary, please explain them or how information will be gathered to determine appropriate modifications.~~
- **Detailed response to "Project Approach"**
 - a) Explain how the project will be approached. This includes:**
 - 1) Organization and staffing (including staff qualifications, resumes, etc.)**
 - 2) Work-plan**
 - ~~3) Change management procedures~~
 - ~~4) Project management (e.g. scoping, quality management, risk assessment/management, etc.)~~
 - ~~5) Documentation of progress such as status reports~~

- **Detailed response to level of effort**
 - 1) **Number of staff to work on the project**
 - 2) **Total number of project hours**
 - 3) **Overall cost estimate**
 - 4) **Staff member's hourly rate**
 - 5) **Number of hours per staff member**
 - 6) **Expiration date for the price/terms guarantee**
- **References: Provide three clients who have used your Oracle Financials implementation or GL and AR set up services.**
- **Conflict of interest statement as it relates to this project**
- **Required forms to be returned or additional provisions that must be included in proposal**
 - a) **Affidavit of non-collusion**
<http://www.mmd.admin.state.mn.us/doc/noncollusion.doc>
 - b) **Immigration Status Certification (if over \$50,000)**
<http://www.mmd.admin.state.mn.us/doc/immstatcert.doc>
 - c) **Location of Service Disclosure**
<http://www.mmd.admin.state.mn.us/Doc/ForeignOutsourcingDisclosureCertification.doc>
 - d) **Certification Regarding Lobbying**
<http://www.mmd.admin.state.mn.us/doc/lobbying.doc>
 - e) **Veteran-Owned/Service Disabled Veteran-Owned Preference Form**
<http://www.mmd.admin.state.mn.us/doc/vetpref.doc>