

## STATEMENT OF WORK (SOW) ADDENDUM

Addendum No.: 1  
2011

Date of Addendum: November 17,

Due Date, Time: 12/23/2011, 12:00 Noon CST  
Noon CST

**Revised Date, Time: 12/16/2011, 12:00**

Agency: Administration

Reference No.: OET #2807

Title: **Business Plan for Statewide Parcel Data Integration**

### **SCOPE OF ADDENDUM**

The followings are changes to the SOW:

The **process schedule** has been changed to the following:

Statement of Work released on	11/10/2011
Written questions (via e-mail only) submitted by:	11/29/2011, 12:00 Noon CST
Written response to questions (via e-mail) posted by:	12/05/2011, 4:00 PM CST
<b>Proposals due</b>	<b>12/16/2011, 12:00 Noon CST</b>
Anticipated proposal evaluation begins	12/19/2011, 8:30 AM CST
Anticipated proposal evaluation & decision	12/23/2012, 4:00 PM CST

Note: Vendors need only be qualified in only one of the OET service categories not all three.

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

RESPONDER NAME:  
SIGNATURE:  
TITLE:  
DATE:

## STATEMENT OF WORK (SOW) ADDENDUM

Addendum No.: 2

Date of Addendum: December 1, 2011

Due Date, Time: 12/23/2011, 12:00 Noon CST  
12:00 Noon CST

**Revised Due Date, Time:** 12/16/2011,

Agency: Administration

Reference No.: OET #2807

Title: **Business Plan for Statewide Parcel Data Integration**

### **SCOPE OF ADDENDUM**

#### **Parcel Business Plan SOW Questions Asked & State Answers**

December 1, 2011

1. 3 categories are listed for this SOW. Do you need to be an approved vendor in just one of the 3 categories? Or must you be approved in all 3 categories?

*No, prospective vendors need be qualified in only one of the 3 OET service categories.*

2. The budget is only \$25,000. Do you see this need as only part time hours or do you see it as a full time need?

*How the project is staffed is up to the vendor. We are not looking for staff supplement but the delivery of a product – a Parcel Business Plan as described in the Statement of Work.*

3. What council and workgroup resources will MnGeo make available for plan development? For example, can you describe the availability of the following resources for the project: State-wide Geospatial Advisory Council, State Government Geospatial Advisory Council, Workgroups – DCDC, Standards, Metadata – and Regional user group representatives.

*The councils, committees, workgroups and user groups identified above are aware of and interested in the project. They will not be available for plan development, but MnGeo will help arrange for meetings with these groups or its members that the selected contractor considers important as input to its work. Of the groups identified, the DCDC will likely be the most engaged in the project. Periodic briefings will be scheduled for the advisory councils and DCDC.*

4. In what form do you require the cost proposal? We assume a Firm Fixed Price for the project is acceptable.

*We are looking for a "not to exceed total cost" for the project to the State including all time, materials and other contractor expenses.*

5. Can you identify the evaluation committee (number and members) for the proposal review?

*The evaluation team will consist of 4 to 6 members, including senior staff at MnGeo and members of the project steering committee.*

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

RESPONDER NAME:

SIGNATURE:

TITLE:

DATE: