

## STATEMENT OF WORK (SOW) ADDENDUM

Addendum No.:   1  

Date of Addendum: May 22, 2012

Due Date, Time: May 25, 2012, 2:00 PM CDT

Revised Date, Time: May 25, 2012, 2:00 PM CDT

Agency: Public Safety, Bureau of Criminal Apprehension

Reference No.: T#: 902TS

Title: Backup and Recover Assessment

### **SCOPE OF ADDENDUM**

The followings are changes to the SOW:

Below are the questions and answers for the BCA May 16, 2012 posting on the MN.IT Website for Technology Services for the project titled: Backup and Recover Assessment.

- Does the Bureau of Criminal Apprehension (BCA), have physical architectural drawings of the backup environment available for review?  
Yes.
- Does the Bureau of Criminal Apprehension (BCA), have conceptual architectural drawings of the backup environment available for review?  
No.
- Does the Bureau of Criminal Apprehension (BCA), have a current inventory of the physical infrastructure backup environment available for review?  
Yes.
- Does the Bureau of Criminal Apprehension (BCA), have current backup policies and standards available for review?  
Yes.
- Can the Bureau of Criminal Apprehension (BCA) provide the vendor licensing agreement for the existing backup solution during the assessment?  
Yes.
- What is the team size and location(s) of the personnel currently responsible for the administration of the existing backup system?  
One (1) primary backup administrator and one (1) secondary.

- How many discovery interviews to you anticipate?  
This will depend on the vendor.
- Can you please provide context to this: In the Response Requirements section: bullet 4, item d: Include description of software/hardware configuration. Is a toolset replacement being considered?  
The vendor should respond with two (2) examples/samples of a software/hardware Backup and Recovery configuration or high-level logical architecture they've delivered to a client in the past three (3) years that would potentially meet our business needs.
- Is there an incumbent vendor?  
We have an incumbent backup software vendor, as well as incumbent hardware vendors.
- Do you prefer one consultant or a team of consultants?  
No preference. This will depend on the expertise of the available consultant(s).
- Has the Bureau of Criminal Apprehension [BCA] conducted a business impact analysis [BIA] within the last two years?  
Yes  
  
Information about the BIA will be provided to the vendor who is awarded the contract.
  - If yes, does the BIA identify recovery time objectives [RTO] and recovery point objectives [RPO] for all critical applications?
  - If yes, have applications been categorized into recovery tiers?
  - If yes, who provided input on BIA requirements [i.e., business end users or IT]?
  - If yes, would the requirements captured in the BIA be made accessible to the vendor who is awarded this contract during the discovery phase of the project?
- Does the BCA have a defined disaster recovery strategy that takes into account data backups and frequency of backups?  
  
The BCA has a defined backup policy and procedure.
- Does the BCA have an application inventory detailing a comprehensive list of all applications utilized by the organization?  
  
Yes.
- Please share the current CommVault licensing entitlements (annual renewal inventory will suffice)  
  
This information will be shared with the vendor who is awarded this contract.

- The business need mentions “critical justice information systems and data”; will the critical applications be identified in the inventory requested in question #3 above?

Yes.

- Page 3 Response Requirements; fourth bullet, item b) please clarify.

The vendor must explain how their solution will meet the requirements stated in the Statement of Work.

- Page 3 Response Requirements; fourth bullet, item c) please clarify

This bullet assumes that the vendor might be proposing a pre-configured solution. If such a solution were proposed, the vendor would need to explain whether it would meet the stated requirements in the Statement of Work or if the pre-configured solution would need to be modified to meet those requirements.

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: