

STATE OF MINNESOTA
Minnesota Department of Education
Questions and Responses for the “SLEDS Analytics LDS2” SOW

No	Questions
1.	<p>Under the “Responsibilities Expected of the Selected Vendor”, it state the following -</p> <p>“May be given project management oversight responsibility by MDE if desired”</p> <p>Can you please explain the situation in which MnDE would look to give the selected vendor PM oversight and responsibility as this doesn’t seem consistent with a “Staff Augmentation” SOW?</p> <p>This language will not apply in this case.</p>
2.	<p>This SOW states the following –</p> <p>“Each selected candidate will be subject to an in person interview”</p> <p>Will MnDE consider other potential interview options (i.e. skype) if selected candidates are not available for an in-person interview?</p> <p>Yes, other forms of interview will be available upon request..</p>
3.	<p>Please confirm that MDE will provide selected vendor resources with the necessary workspace, hardware, software, and desktop/laptop computer to perform the duties outlined in this SOW.</p> <p>Confirmed.</p>
4.	<p>Is there an incumbent vendor who has previously been providing these services to MDE?</p> <p>The incumbent in the position left the project in December. The vendor providing the services was Harbinger Associates.</p>
5.	<p>Will selected vendor resources be required to perform off-hours, on-call support work?</p> <p>No, this will not be required.</p>
6.	<p>What is the anticipated daily work schedule for selected vendor resources (8AM to 5PM, Monday thru Friday)?</p> <p>An eight hour workday Monday-Friday. Some flexibility can be provided upon request.</p>
7.	<p>Please confirm whether selected vendor will be paid on an hourly basis for services provided under awarded contract, based on MDE approved resource timesheet, or if selected vendor will be paid based on completed/signed-off deliverables.</p> <p>The selected vendor will be paid on an hourly basis with an MDE approved resource timesheet.</p>
8.	<p>Does MDE have a predetermined/allocated budget (either hourly billing rate or total project cost) for these positions?</p> <p>If yes, can you please share the budgeted amount?</p> <p>Decline to answer. This is part of the scoring.</p>
9.	<p>Please confirm that all selected vendor resources will be working 100% of their time on the project at MDE offices located at 1500 Highway 36, Roseville, MN 55113.</p> <p>The vast majority of the time will be spent at this location. However, the selected</p>

STATE OF MINNESOTA
Minnesota Department of Education
Questions and Responses for the “SLEDS Analytics LDS2” SOW

	<p>candidate will be expected to attend meetings outside of the office, but within the Metro area.</p>
10.	<p>Please confirm that the MDE Project Manager will be responsible for assigning and directing selected resources' work tasks.</p> <p>Confirmed</p>
11.	<p>In the Required Skills you have “Five years of experience with WebFOCUS Analytics Suite or comparable Business Intelligence tool”; are there other specific BI tools (outside of WebFOCUS) that would be beneficial for this project? There are a large number of BI tools so any further clarification would be helpful.</p> <p>WebFOCUS is the BI tool that MDE is utilizing for this project. Familiarity with the toolset is preferred, but not required, as the ability to work with large data sets and how to utilize BI tools is more important.</p>