

Questions and Responses to Minnesota Department of Labor and Industry PowerBuilder Design and Development Staff Augmentation Statement of Work

1. What is the anticipated length of this engagement
What is the estimated duration of this assignment that will be starting on or around 5/13/2013?
What is the duration of the project?
What is the initial duration for this contract/SOW?
Page 2 of the SOW notes a proposed start date of May 13, 2013. What is the anticipated project end date?

The duration of this engagement is budgeted for approximately 6 – 9 months but duration is contingent on the hourly rate for the selected vendor.

2. What is the maximum number of candidates each vendor may propose?

A vendor may propose as many candidates as they wish as long as they meet the required skills. Only one candidate will be selected for this engagement.

3. Are you looking for a single resource or multiple resources? If multiple, how many?

DLI is seeking a single resource for this engagement.

4. Is there currently an incumbent providing these services?

No.

If So, are they eligible to respond to this RFP?

N/A

5. Are you looking for a full time (40 hours/week) consultant?
Is this a full-time contract role (40 hours/week)?
Is this position a full time position?

The preference is 40 hours per week but that may be negotiable. DLI is seeking a full time (40 hours/week) for this engagement.

6. Will this resource be joining the team of “State Resources” listed at the top of page 2 of the SOW?

Yes. The contract resource will be working with those staff.

7. Will there be remote options for selected resources or will they be required to work 100% on site?

They will be required to work on site

8. Under “Response Requirements”, please confirm that in order to satisfy the “Cost” requirement, that vendors simply include an hourly rate for submitted resources

That is correct.

9. What is the anticipated work schedule for selected vendor resources?

Monday – Friday 8:00 – 4:30

10. Does MnDLI anticipate that selected vendor resource(s) will be required to travel in order to perform the duties outlined in this RFP?

No.

11. Please confirm that selected resource will be working 100% on-site in the MnDLI office located at 443 Lafayette Road N., St. Paul, MN 55155 throughout the life of the contract?

That is correct.

12. Please confirm that DPS will provide selected vendor resource with the necessary workspace, hardware, software, and desktop/laptop computer to perform the duties outlined in this RFP?

DLI will provide the necessary workspace and equipment.

13. Please confirm whether vendor will be paid on an hourly basis for actual work performed based on DLI approved timesheet, or if vendor will be paid based on DLI signed-off deliverables/milestones?

This is a time and materials contract.

14. Please confirm that a MnDLI Project Manager will be responsible for directing the selected vendor's resource(s) work tasks/assignments?

That is correct

15. Is it MnDLI's intent to secure resources to perform the tasks outlined in this SOW on a "Staff Augmentations" / "Time and Materials" basis?

Yes.

16. With regard to the "Reference" portion of the "Response Requirements", is it MnDLI's expectations that proposals include vendor references or references for submitted consultants?

Submitted consultants.

17. Is it the intent of MnDLI to enter a contract with a single vendor to provide a team which collectively meets the requirements listed to perform the duties outlined in the SOW?
Does MnDLI intend on needing a single PowerBuilder developer to perform the duties outlined in this SOW?

DLI is seeking a single vendor and a single developer.

18. Will the scope of this SOW be limited to maintenance and enhancement work, or will the assigned resources also be developing new applications?

The scope is limited to maintenance and enhancement on the existing enterprise system.

19. Will the selected resource(s) be responsible for gathering business requirements related to the application enhancement/development work, or does MnDLI have Business Analysts on staff to facilitate requirements gathering sessions?

The selected resource will be responsible for gathering or verifying requirements. DLI does not have a dedicated Business Analyst.