

#	Question	MMB Response
1	Please confirm that its MMB's intent to keep the selected resource engaged in this project through 6/30/2014?	Yes.
2	Is there an incumbent vendor who is currently, or has previously, been engaged to perform duties similar to the work outlined in this SOW?	MMB has worked with other vendors on similar projects. This work differs in that it includes work on a new module not previously implemented at MMB (Recruiting Solutions) and new functionality for ELM not previously addressed.
3	If yes, who is the incumbent vendor and will they be permitted to respond to this SOW?	No previously used vendors or consultants are excluded.
4	Is the purpose of this SOW to extend/renew existing or current contractor resources that are already providing services to MMB?	MMB is looking for a qualified consultant to meet the requirements in the SOW. This is a new work order and not an extension of an existing work order or contract.
5	Please confirm whether selected vendor will be paid on an hourly basis for services provided under this contract, based on MMB approved contractor time sheets, or if selected vendor will be paid based on completed/signed-off deliverables?	Yes, payment will be based on hours of work and not specific deliverables
6	Please confirm that it will be acceptable for vendors to provide an hourly rate long with submitted consultants in order to satisfy the "Cost" requirement?	Yes, we require hourly rates. Note, that travel and other expenses must be included in the hourly rate. Travel costs will not be reimbursed separately.
7	What is the anticipated daily work schedule for selected vendor resource(s) (8AM - 5PM, Monday thru Friday)?	We have some flexibility with hours of work. The basic expectation is for M-F with 8 hours between 7 and 5.

8	Please confirm that the anticipated utilization of selected resource(s) will be full-time 40 hours per week (excluding State holidays) for the duration of the contract?	Yes, we anticipate 40 hour weeks for the duration of the work order.
9	If no, please provide anticipated utilization?	N/A
10	Will selected vendor resource(s) be required to perform off-hours, on-call support work?	None anticipated
11	Please confirm that vendor assigned resource(s) will be working at the direction and under the supervision of a MMB Project Manager.	Yes
12	Please confirm that MMB will provide selected contractor resource(s) with the laptop/desktop computer, hardware, software, and peripherals needed to perform the duties outlined in this SOW.	Yes
13	How many contractor resources does MMB anticipate selecting and needing to perform the duties outlined in this SOW?	We anticipate one contractor through this SOW
14	Is this a new position?	Yes
15	If no, is there an incumbent vendor? Are they eligible to Respond to this requirement?	See above
16	Can any of the work be done from Offsite with resources being legal residents of the US?	No