

ADDENDUM TO RFO0012

Addendum No.: 1

Date of Addendum: 8/19/2014

Due Date, Time: 8/26/14, 2:00pm CST

Revised Date, Time: N/A

Agency: MN.IT @ Public Safety, Bureau of Criminal Apprehension

Reference No.: SITE POSTING RFO0012

Title: Predatory Offender Registry (POR) Application Web Applications Specialist - .NET/ASP

SCOPE OF ADDENDUM

The followings are changes to the Request for Offers:

Questions and Answers

Below are the questions and answers for the SITE Program Posting date August 12, 2014, for the project titled: Predatory Offender Registry (POR) Application Web Applications Specialist - .NET/ASP

Q1. The RFO mentions the contractor must report to the BCA headquarters in St. Paul, MN. What is the physical work address of the BCA?

A1. The BCA headquarters is located at 1430 Maryland Avenue East, St. Paul, MN 55106.

Q2. Do you have an hourly rate range or a maximum bill rate?

A2. We anticipate a rate within the range of \$100 – 150.

Q3. Is there an incumbent currently working in this position? If so, will they be eligible to respond to this RFO?

A3. There is not an incumbent.

Q4. Can you provide more information on the dress code and working environment?

A4. Dress code is business casual. The work environment includes development and testing in an integrated project team with individual and group assignments.

Q5. Does the on-site location offer free parking?

A5. There is street parking near the building. The State lot is at a cost to the individual.

Q6. What is the work schedule days and times?

A6. Monday through Friday. 8:00 or 8:30 to 4:30 or 5:00pm State Holidays are not worked or paid to contractors.

Q7. Is there a potential this position could turn into a FTE?

A7. This position is being funded by a federal grant and is temporary.

Q8. How much weight in the evaluation process will you put on the candidate having working knowledge and experience of the POR?

A8. While an added benefit it will not weigh heavily in the evaluation process.

Q9. Please confirm that the BCA requests each candidate / resume be submitted in a separate attachment: "EACH RESUME MUST BE IN A SEPARATE FILE"

A9. Attach each resume with the following file naming convention. 'Candidate Name'_'Company Name' (example: Maureen_Janke_BCA). Ensure the name provided is the candidate's legal name. EACH RESUME MUST BE A SEPARATE FILE.

Q10. Please confirm that the BCA requests the "Cost" portion of the vendor proposals be submitted in a separate attachment: "One cost sheet per company submitted as detailed below in a separate file marked."

A10. Yes the cost response must be separate from any other documentation in the response. List each candidate being presented with their hourly rate. One cost sheet per company submitted as detailed below in a separate file marked. Naming convention for Cost Sheet – 'company name'_'Cost Proposal.

Q11. Please confirm that the BCA is requiring that vendors submit the following separate attachments:

1. Cover letter –

A11.1 - The cover letter should address the selection and screening process the vendor has taken to ensure the candidate(s) presented meet the minimum skills and are suitable to perform the duties of these positions.

2. Separate attachments for each submitted resume –

A11.2 - Attach a resume(s) for proposed resource(s) in addition to the narrative description. Be certain the resume has dates of work and notes whether the resource was an employee or consultant. Attach each resume with the following file naming convention. 'Candidate Name'_'Company Name' (example: Maureen_Janke_BCA). Ensure the name provided is the candidate's legal name. EACH RESUME MUST BE A SEPARATE FILE.

3. Cost proposal –

A11.3 - Cost detail. List each candidate being presented with their hourly rate. One cost sheet per company submitted as detailed below in a separate file marked. Naming convention for Cost Sheet – 'company name'_'Cost Proposal.

4. Please indicate any other additional required attachments?

A11.4 - Required forms to be returned or additional provisions that must be included in proposal

A. Affirmative Action Certificate of Compliance (if over \$100,000)

<http://www.mmd.admin.state.mn.us/doc/affaction.doc>

B. Affidavit of non-collusion <http://www.mmd.admin.state.mn.us/doc/noncollusion-2.doc>

C. Certification Regarding Lobbying (if over \$100,000)

<http://www.mmd.admin.state.mn.us/doc/lobbying.doc>

D. Veteran-Owned/Service Disabled Veteran-Owned Preference Form (if applicable)

<http://www.mmd.admin.state.mn.us/doc/vetpref.doc>

E. Resident Vendor Form (if applicable)

<http://www.mmd.admin.state.mn.us/doc/residentvendorform.doc>

Q12. For the 5 years required .Net experience along with the 3 years of senior .Net experience, can you please specify what type of .Net experience is required? Ie C#, ASP.Net, VB.Net?

A12. C# and ASP.net MVC(Model View Controller) is required.

Q13. Is this new work or is someone currently performing it?

A13. The project is currently underway and additional resources are required to complete the work.

Q14. Is there an incumbent?

A14. There is not an incumbent. .

Q15. Has there been a total budget determined?

A15 We anticipate needing this resource for approx. 3 months. The State may be awarded additional federal grant funds to continue this effort, therefore the State may extend the contract if needed for additional work.

Q16. Will it be possible for the .Net Contractor to telecommute, either full-time or part-time?

A15. Due to the secure nature of the database and the work surrounding the development, all work assigned will be completed on site.

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: