

Addendum No. 2

RFP # 15-10340-5159

Application Development Work Order Services

Prospective Respondents: You are hereby notified of the following information in regard to the referenced RFP:

REVISIONS

1. Part I, General Information for Proposers, Section I-26 – Replace the word Prosper with Proposer.
2. Part II, Information Required from Proposers, Section II-3, Diverse Business Requirements (Appendix I). Revise as follows: The Commission’s Diverse Business (DB) Requirements are identified in Appendix I. There is no minimum participation level (MPL) for DBs established for this contract. However, the utilization of DBs is encouraged and will be considered as a criterion in the evaluation of proposals and in the evaluation for Tier 2 Work Orders. In your Diverse Business Participation Submittal in response to this RFP, provide information that identifies DB firms and the roles you anticipate for potential assignments. In addition, provide a commitment to making Good Faith Efforts as defined Appendix I, and provide your firm’s approach to utilizing DBs for Work Order opportunities.
3. Part II, Information Required from Proposers, Section II-4 – delete the second bullet. This information will be requested with WORFPs.
4. Part III, Criteria for Selection, Section III-4, Evaluation Criteria, Item 3, Diverse Business (DB) Requirements will be revised to read: This refers to the inclusion of and approach to utilizing DB firms as described in Part II-3 (see revised Part II-3 in this Addendum). Diverse Business participation will also be considered in the evaluation of responses to Work Order RFPs (WORFP) following the award of a contract(s).
5. Part IV, Work Statement, Section IV-2, Nature and Scope, Tier 2 – Work Orders estimated to cost \$250,001 or more: Under the bullet titled “Evaluation” revise the first sentence as follows: The Commission will consider the firm’s previous experience, the technical merit of the firm’s response to the WORFP, the proposed total cost of each response and the inclusion of Diverse Businesses in the response. Inclusion of Diverse Businesses may be measured in terms of total dollars committed or percentage of the total work order committed to Diverse Businesses. Firms shall meet the requirements set forth in the Commission’s Diverse Business Requirements (Appendix I).
6. Appendix G – delete 4th bullet and delete last line that references a firm’s DB commitments. This information will be requested in WORFPs.

7. Part IV, Work Statement, Section IV-3-b should be revised to read: Awarded Proposers shall respond to WORFPs in the format defined by the Commission in **Appendix H** or in a comparable format including all required data.

ADDITION

1. Part IV-3, Requirements, item d, Add item vi to read as follows: Diverse Business utilization.

QUESTIONS AND ANSWERS

Following are the answers to questions submitted in response to the above referenced RFP as of April 22, 2015. All of the questions have been listed verbatim, as received by the Pennsylvania Turnpike Commission.

1. Please provide a) a more elaborated description of the technologies used at PTC for the "Legacy Support" requirement as mentioned in Appendices E and F, and, b) cross references of those same technologies expected to be assumed by the roles (e.g. which ones) as listed in Appendix G.
A. Appendices E and F represents a large majority of PTC's technologies.
2. Whether companies from Outside USA can apply for this? (From India or Canada)
A. Yes
3. Whether we need to come over there for meetings?
A. Yes, awarded contractors will be required to participate in onsite meetings, mainly at the PTC's Central Administration Building and the Turnpike Industrial Park Building.
4. Can we perform the tasks (related to RFP) outside USA? (From India or CANADA)
A. PTC would prefer the majority of work be done within the United States.
5. Can we submit our proposals via email ?
A. No. Please refer to Part I, Section I-11 & I-12 of the RFP.
6. Would the Pennsylvania Turnpike Commission be able to provide an approximation for the \$ amount split between a. work orders for fixed price bids with a fixed scope with deliverables and b. work orders for procuring resources on a staff augmentation basis.
A. No. Please refer to Part I, Section I-5 Type of Contract.
7. RFP Section II-2 (page 10 of 19) indicates that vendors may take exceptions and request additions to the contract terms in Appendix B, but may not condition its proposal response upon negotiating terms. Will vendors be able to negotiate the terms in Appendix B if awarded a contract? Or, if by submitting their RFP responses, vendors are bound to the terms of Appendix B as published by the Issuing Office should it award a contract but reject a vendor's objections and additions?
A. Upon selection for award, PTC will enter into negotiations with each selected Proposer. Please refer to Part II, Section II-2 Objections and Additions to Standard Contract Terms and Conditions.

8. Item G, 4th bullet.

- A work plan, including tasks, dependencies, durations, and deliverables covering planning, preparation, recruitment, WORFP response, and roll-out activities. Specifically identify the length of time you will require between a "notification to proceed" and the start of WORFP activities.

The RFP requirements do not support the creation of a specific work plan. Is the Commission requesting a sample work plan and turnaround time upon receipt of a work order?

A. Yes.

9. Page 13, Item II-4 Cost Submittal, and Appendix G. Since this is a 2 year contract, with option to extend 3 additional years, at what point will firms be allowed to escalate their labor rates for work orders issued over that time period? Should the "Not to Exceed Rate" include cost of living escalation for the 2 year contract, with the understanding that any optional extensions to the contract after the second year would have the opportunity to renegotiate labor rates?

A. The NTE rate should extend for the entire two years. Rates can be negotiated at contract extension.

10. Page 13, Item II-4 Cost Submittal, and Appendix G. Is travel cost to attend meetings or for to perform on-site work reimbursable? If so, what travel reimbursement schedule applies?

A. Rates are inclusive of all vendor expenses billable to the PTC. Expenses should not be more than 10% of rate provided.

11. Appendix D – Insurance Specification. As a small business, our insurance policy coverage minimum limits of liability are less than those specified for Item 4 Commercial Umbrella Liability; Item 5 Professional Liability Insurance; Item 7 Privacy Liability; Item 8 Owned, Leased, Rented or Borrowed Equipment; and Item 9 Property Coverage. Are these minimum limits of liability for insurance negotiable? May we proposed alternative minimum limits?

A. No. See Part I, Section I-25. Insurance.

12. Appendix E to the RFP clearly states that it is to be attached to the Approach section of the proposal response. However, RFP Section II-1.E. Personnel on page 9 states that section is "Limited to 2 pages, single sided, not including Appendix E.". Could we assume that an appendix should be included along with the Personnel section of the proposal response?

A. Yes.

13. In RFP Section II-1.F. Relevant Experience on Page 9, the RFP states "List all clients for which your firm has performed work similar to that described in Part IV within the past three years. Although it is not required at this time, the Commission may request Proposers to provide specific reference data at a later date". The response page limit for Relevant Experience is 4 pages. Could we provide a listing of clients where our firm has performed similar work?

A. Yes.

14. In section G you are requesting a Work Plan as part of our Technical Proposal. Is this work plan to depict one which covers all types of potential work orders? Or are you looking for an example work plan?

A. Please refer to Question 8.

15. Will a “Deliverable Approval Plan” be submitted for each work order, or will there be one created that covers all work orders?
- A. One Deliverable Approval Plan, once approved by the Commission, will become part of the Contract and apply to all awarded work orders for the Awarded Proposer.**
16. The footnote at the bottom of page 11 states that rates provided in Appendix G are “for informational purposes only.” Please confirm that vendors can exceed these “Not to Exceed” rates on individual work orders should it be necessary to do so.
- A. The Not-to-Exceed hourly rates defined in Appendix G will be the maximum hourly rate for each position title in the resulting contracts with Awarded Proposers. Contractors cannot exceed these rates on individual work orders. This rate card may also be included in contract negotiation with Proposers selected for negotiation.**
17. Will work provided under this contact replace or augment work contracted by PTC under the Commonwealth’s IT Staff Augmentation contract?
- A. Augment.**
18. Re: Appendix D, Insurance Requirements, paragraphs (f) and (g) on pages 2 and 3: We assume “primary and non-contributory” and “waiver of subrogation” only apply to the policies where the customer is “additional insured.” Please confirm.
- A. The “primary and non-contributory” clause only applies to policies where the Commission is an “additional insured” as that is usually a requirement by insurance carriers. However, a “waiver of subrogation” clause does not usually carry the same requirement and therefore applies to all policies.**
19. Will the work issued to vendors selected by this Price Agreement be performed on an hourly bill rate or will it be a fixed price by deliverables basis.
- A. Please refer to Part II, Section II-4, Cost Submittal, “Invoices should be submitted monthly for those months in which activities are performed in relation to a work order. Each WORFP will identify whether costs will be paid on a time and materials or on a receipt of deliverables basis.”**
20. Please confirm, if the past vendors are eligible to bid on this RFP?
- A. This is a new contract for the Commission and any eligible company may propose.**
21. Can the list of vendors, who have submitted the Acknowledgement of Receipt, be made available?
- A. No, there is not a list for Acknowledgement of Receipt.**
22. (a) Please confirm that the commission will provide necessary office facilities, phones, cubes, Computers, software, etc. to the vendor onsite resources? If not should the vendor include these costs in the hourly rates?
- A. (a) Please refer to Part I, Section I-20, Commission Participation. (b) Yes. Please note that the PTC would provide the necessary developer and/or user license(s) for the items contained in each WORFP.**

23. Please confirm that the offerors can apply the same resource resume, if applicable, to more than one IT Service category?
A. Yes.
24. May an individual be proposed for more than one experience level within the same IT Service Category? For example, can a PMP-certified Project Manager with a four-year college degree and more than 10 years of experience be proposed in the PM1, PM2, and PM3 roles, since he/she would meet the requirements of all three?
A. Yes. Please see Appendix G.
25. Will any preference be given to Minority certified vendors?
A. Please see Revision 4 above.
26. Is the commission looking to evaluate a vendor's competency and expertise in executing fixed price by deliverables type engagements across the service categories (OR) staff augmentation type engagement? Please clarify your expectations
A. The PTC will evaluate both competencies.
27. When a service requirement is identified by the commission will the ensuing SOW or RFP be issued and communicated to ALL vendors qualifying under this contract or will the commission have the prerogative to issue the RFP to a select set of vendors (OR) work with a specific vendor individually?
A. Please refer to Part IV, Section IV-2 Nature and Scope.
28. Has the Commission performed an evaluation of current contract vendors? Can you please provide your findings?
A. This is not applicable to the RFP.
29. Is the Commission looking to merely renew the current contract holders or is the State looking to replace some of the current contract holders with new vendors?
A. This is not applicable to the RFP.
30. Can the Commission share some perspective on what went well and what didn't in the previous contract? What are some of your pain points that you are looking to address in this contract?
A. This is a new contract for the PTC. The RFP address the PTC's objectives.
31. The RFP states that "THE COST SUBMITTAL SHALL BE PLACED IN A SEPARATE SEALED ENVELOPE WITHIN THE SEALED PROPOSAL AND ON A CD-ROM OR FLASH DRIVE IN MICROSOFT OFFICE® OR MICROSOFT OFFICE-COMPATIBLE FORMAT, SEPARATE FROM THE TECHNICAL SUBMITTAL." Should the Cost Submittal be placed in a separate CD-ROM / Flash Drive (and included in the CD-ROM / Flash Drive that contains the Technical Submittal). Please clarify
A. Two electronic media devices (CD ROM or Flash Drive) must be submitted. Each media device must contain a copy of each technical, DB, and cost submittal.

32. Does the commission have any preference for onsite / offsite / offshore location for executing the tasks in scope of this RFP?
A. Please refer to question 4.
33. If the vendor can propose a less expensive model, can the vendor propose an approach where the vendor has resources located outside of the US (i.e. Canada)?
A. Please refer to question 4.
34. Please confirm that commission will not provide a lower score to a vendor that proposes Offshore team / resources (for example an application development center in India).
A. Please refer to Part III, Section III-4 Selection Criteria.
35. RFP states that "Proposer must submit a current resume for all proposed staff listing relevant experience and applicable professional affiliations and/or certifications." Please specify the skillset and roles for which the commission expects the vendor to submit resumes.
A. Please refer to Part II, Section II-1.E. "This should include any staff members who will be assigned to manage contract if awarded, as well as a representative sample of project managers, SAP administrators, and subject matter experts (SMEs), who may be assigned to work orders."
36. Will the work to be performed towards the upcoming work under this RFP be performed onsite at PTC's facilities?
A. Please refer to Part I, Section I-20 Commission Participation.
37. Will PTC provide all required workstations, hardware and software for the purpose of executing work tasks for resources assigned under this RFP?
A. Please refer to Part I, Section I-20 Commission Participation and question 22 a.
38. Will PTC reimburse the actual travel expenses in connection with assignment of resources to projects under this RFP?
A. Please refer to question 10.
39. Can you please list the SAP modules that are installed and used in PTC?
A. At a high-level, HCM, FI, SRM, Logistics, BI, PI.
40. What is the Business Intelligence technology being used in PTC?
A. Currently we use SAP BW/BI.
41. What is the projected spend under this contract over the next 18 months?
A. Unavailable at this time.

42. Section II-1, D. Firm Overview, page 9 of 19. In the 2nd paragraph of this section, the RFP requests that the names of subcontract firms must be identified in this section of the response. We have a large, vast network of suppliers that in many cases fit niche skill requirements. Given that we do not yet know the scope of a particular WORFP, it would be difficult to name subcontract firms at this time. Is it your intent to request named subcontractors at the WORFP request or are you seeking the list with this qualifying proposal?
- A. If you have a list of those that you will definitively partner with, please include. Others should be disclosed in the response to the WORFP.**
43. Section II-1, F. Relevant Experience and Expertise, page 9 of 19. The third bullet requests relevant experiences for the past three years, whereas Appendix E - Proposer Project Experience requests similar services in the past five years. Can you please clarify whether the requirement is for three or five years?
- A. Section II-1, F., the relevant experience is for the past three years. In Appendix E, relevant experience is for the past five years.**
44. Section II-1, F. Relevant Experience and Expertise, page 9 of 19. Third bullet states the requirement to “List all clients for which your firm has performed work similar to that described in Part IV within the past three years.” The list could be lengthy. Will a representative sampling of similar projects suffice?
- A. Please list all clients within the past three years.**
45. Section II-1, F. Relevant Experience and Expertise, page 9 of 19. Final sentence “If applicable, include a statement regarding any other related specialized services your firm may offer.” Given the page limits on this section, would it be permissible to include these statements in an Addendum to our response?
- A. No.**
46. Section II-1, G. Approach, page 10 of 19. The first bullet requests “A description of your firm’s standard approach / methodology.” Can the Commission share their preference for a waterfall or iterative development methodology?
- A. The PTC uses multiple methodologies, including, but not limited to, Agile and Waterfall.**
47. Section II-3. Diverse Business (DB) Requirements, page 11 of 19. The RFP states that there is “no minimum participation level (MPL) for DBs established for this contract.” Appendix I, however, states that the MPL will be established in the RFP/advertisement as a percentage. Under Appendix I, section c.1.a, the MPL is further defined. Section c.1.b says that it is possible that no MPL has been established (similar to II-3). Please clarify that all WORFP’s will not require an MPL as indicated in II-3. Or do you mean that the WORFP will state the MPL requirement, if one is required?
- A. There is no MPL established for this contract. Diverse Business inclusion in terms of dollars committed or percentage of total work order will be an evaluation criterion for Tier 2 WORFPs.**

48. Section II-4. Cost Submittal, 2nd bullet, page 11 of 19. This section requests that the “Financial commitment for DBs should be identified and should be expressed in terms of the percentage of revenue the Proposer agrees to commit to the DB....” Do you mean that the Proposer must commit a percentage today inside of this cost submittal? How can a proposer commit a percentage at this juncture without knowing the scope of a future WORFP? Is it acceptable to provide a range of percentages, based on the proposer’s past experience?
- A. See Revision 2, 4, 5 and Question 47.**
49. Section III-4, 3 Diverse Business (DB) Requirements, page 14 of 19. Are these criteria to be used for selection in a future WORFP or are you measuring for this selection of the five Awarded Vendors. If the latter, can you clarify how will DB participation be measured as an Evaluation Criteria, since scope has not yet been determined?
- A. See Revision 2, 4 & 5 above.**
50. Section IV-3, b Requirements, page 16 of 19. Should the reference be changed to Appendix H - Sample WORFP Response Template?
- A. Yes, See Revision 7 above.**
51. Section IV-3, g Requirements, page 16 of 19. Can the Commission share the PTC’s Technical Standards?
- A. Not at this time.**
52. Section IV-5, d Inspection and Acceptance, page 18 of 19. Can the Commission confirm that any applicable Accessibility Standard will be specified in a WORFP?
- A. Yes.**
53. Section IV-6, Reports and Project Control, page 19 of 19. Can the Commission confirm that these reporting requirements apply only when Awarded Proposers are actively providing services subsequent to a WORFP award? That is reporting is not required for periods when the Awarded Proposer has no active or in progress projects?
- A. Reporting is required when work has been performed within the reporting period.**
54. Appendix F, Software Development / Support, page 1 of 1. What was intended for the Web category, which is defined as platforms other than Dynamics, .NET, or Java EE?
- A. Platforms other than Dynamics, .NET or Java EE.**
55. Appendix F, Subject Matter Expertise, page 1 of 1. What GIS systems does the Commission use?
- A. ESRI**
56. Appendix G, page 1 of 1. Per the RFP, “Appendix G must include a typical range of fully loaded hourly rates your firm would expect to charge for each of the sample position titles listed.” Can you define what is meant by “fully loaded”?
- A. Please refer to question 10.**

57. Appendix G, page 1 of 1. For the ranges in the rate table, should Proposers include only cost information estimates for their own staff, or should some mix of subcontractor's be included for blended rate purposes?
A. Rate card defines the contracted rate, whether for the prime or subcontractor.
58. Appendix G, page 1 of 1. For the ranges in the rate table, is it allowable for Proposers to include global offshore resources and corresponding rates? Or should all vendors use domestic rates only so that PA Turnpike is able to compare apples to apples?
A. There should only be one rate card.
59. Appendix G, page 1 of 1. For the ranges in the rate table, should Proposers include the cost of potential travel within the range, or will travel be addressed as a separate cost within each WORFP? Could PA Turnpike specify some mix of travel vs. non-travel so that vendor proposals can be compared on an apples to apples basis?
A. Please refer to question 10.
60. Appendix G, page 1 of 1. Will the additional roles referenced in the second bullet be specified when the WORFPs are published, or should respondents include additional roles within their responses?
A. When the WORFPs are published.
61. Section I-12 (Proposals); Page 3 and Section II-4 (Cost Submittal); Page 11. The CD requirements in this section states that the proposer should submit two (2) complete and exact copies of the entire proposal (Technical, Cost and DB submittals, along with all requested documents) on CD-ROM or Flash Drive. But in Section II-4 it states that the proposer should submit the Cost information on a separate CD.
Please confirm whether we should comply with the requirement to provide two (2) CDs which includes all the three submittals (technical, cost and Diverse business) in a separately sealed envelope.
A. Please refer to question 31.
62. Is there is any incumbent? If so, are they eligible to bid?
A. No, there is no incumbent.
63. How many estimated Work Order Request For Proposals (WORFP) will be released through the contract?
A. Unknown at this time.
64. Do we need to fill & sign the standard agreement (Appendix B) mentioned in RFP document and submit with our proposal response ?
A. No.
65. Does the personnel require to be U.S. Citizen or Green card holder to work on this contract?
A. Citizenship or residency requirements, if any, will be identified in specific WORPFs.

66. Would the personnel with H1b work visa be allowed to work on this contract?
A. Yes. However, it is possible that some WORPFs may require U.S. Citizens.
67. Is it mandatory to provide the resumes and rates for all the requested positions with our proposal response?
A. Please refer to question 35.
68. Page One: I-5. Type of Contract. RFP Requirement: "The Commission intends to award up to five contracts as a result of this RFP; however, please note that a contract award as a result of this RFP does not guarantee or provide assurances that an awarded firm will be assigned any specific, minimum number or specific monetary amount of application development, support, and maintenance services work orders or time and materials engagements during the contract duration."
And Page 15: Part IV: Work Statement, IV-1. Objectives. IV-2. Nature and Scope. "The Commission intends to select up to five qualified companies to provide application development, support, and maintenance services under the direction of the Commission's Information Technology Department. Services will be requested through a work order.
The work orders will cover a variety of application development, support, and maintenance projects supported by the Information Technology Department.
- a. Question: With five awardees in a time and materials work order performance environment, please confirm that each task order will be issued/awarded in an 'all inclusive' fashion with only one awardee supporting a 'self contained' work effort; i.e., specifically, that work efforts will NOT utilize multiple contractors in an Integrated Product Team environment.
A. It is possible that multiple contractors will be awarded work through separate WORPFs on the same or related projects. It is expected that, in those cases, vendors will work cooperatively.
69. Page Five: I-22. Term of Contract. "The Commission intends that contract(s) awarded as a result of this RFP will be for a term of two (2) years with three (3) one year renewal options, with the total of all contracts to not exceed \$15,000,000.00."
a. Question: The Commonwealth's previous indication was that this is a time and materials contract, however, this state reads as if it is a Firm, Fixed Price Contract. Please clarify.
A. The sum of all fixed price and time-and-materials WORPFs will not exceed \$15,000,000.
70. Page Nine: Part II: INFORMATION REQUIRED FROM PROPOSERS, D. Firm Overview: "If you propose to subcontract any portion of the work described in your response, the subcontracted firm or firms must be identified in this section. The role of the firm or firms should be explained along with a description of the specific expertise and services that the firm or firms contribute to the overall value of your proposal." a. Question: (a)Please clarify if the Prime Respondent is to include a brief history and description of each subcontractor's business organization and its application development, support, and maintenance service expertise and experience as it relates to the requirements discussed in Part IV of this RFP. (b)Also please clarify if the Prime Respondent

is to identify and define specific work efforts delegated to each selected subcontractor as a portion of the required 'role explanation.'

A. (a) Yes. (b) Not necessary

71. Page 2, I-9. Questions and Answers: Please clarify when the respondent may anticipate the Commission Contracting Officer to past responses to the questions/clarifications as submitted.

A. Please refer to Section I-9 Questions and Answers and Section I-10 Addenda to the RFP.

72. Page 10, G. Approach: Please define applicable page limitations, if any, for the respondent's Technical and Management Approach narrative.

A. There is no specific page limit, but BREVITY is encouraged.

73. Page 7, I-26. Diverse Business (DB) Requirements. Proposer will comply with the DB Requirements as described in Appendix I – Diverse Business (DB) Requirements.

a. and

b. Appendix I – Page 1, Paragraph 1: "RFPs may include DB participation as part of the criteria for the evaluation of proposals, and the Commission may consider DB participation as a selection factor."

c. Question: The Commonwealth is requested to clarify applicable evaluation criteria, as well as the applicable selection criteria. Please offer specific guidance with regard to Minimum Participation Levels (MPL), Commission and/or Commonwealth specific SB certification requirements, the Commission and/or Commonwealth's intent to award of discretionary evaluation points to either a small business prime respondent and/or the utilization of small business teaming partners as defined in Appendix I, etc.

A. See Revision 2, 4 & 5. Please note that the definition of a Diverse Business and what entities are recognized as a Third-party Certifying Organizations are described in Appendix I. Further, see Part III-3 for a description of the Commission's qualitative evaluation process for reviewing proposals.

74. Appendix F – Page 1 Software Development / Support. "Legacy".

a. Is it possible to provide a list of the Commission's legacy applications?

A. List is not available at this time.

75. Appendix I – Page 1, Page 2, Paragraph 2. "Good Faith Effort Requirements: "Supporting documentation must also include proof of certification..."

a. Question: Please provide specific guidance as to the type of proof of certification which is required. Many SBA Certifications are self-certifications.

b. Are these acceptable to the Commonwealth as long as they compile with the those classifications as specified in Appendix I, (b) Definitions?

A. Please see Appendix I – Diverse Business (DB) Requirements, Item b, Definitions, Number 2 and 8 for listing of the five third party certifying organizations. Provide proof of certification from any of the five Third-party Certifying Organizations.

76. Can the Turnpike specify when they will provide responses to questions back to the vendors?

A. Please refer to Section I-9 Questions and Answers and Section I-10 Addenda to the RFP.

77. Appendix G indicates that provided rates are “for evaluation purposes only”, but it also states that the NTE will be included in the resulting contract. Please clarify whether the not-to-exceed pricing will be binding for all work orders, regardless of scope.

A. This is a sample list of positions for our evaluation purposes. However, for those positions listed, the NTE price is binding.

78. Are vendors expected to bid on all work orders, or is there a minimum amount of work orders in a given period that vendors must bid?

A. No. Please refer to Part IV, Section IV.3.a.

a. Does PA Turnpike have estimates regarding what % of work orders are expected to be for staff augmentation and what % will be for services/project based work?

A. No

b. Will all project-based work be fixed fee/payment for deliverables and if not, are there % expectations regarding deliverables-based billing?

A. No. The Commissions preference is to avoid time and materials as much as practicable.

c. Please clarify the definitions of “fixed price” and “paid on a receipt of deliverables basis.”

A. Fixed price work orders will be divided into multiple deliverables. A portion of the fixed price will be assigned to each deliverable.

79. Please clarify the requirement for MPL by diverse suppliers. The RFP states that “the minimum participation level (MPL) for the inclusion of DBs will be established in the RFP/advertisement as a percentage.” Will the MPL be established on a work order by work order basis or is there an MPL required for the RFP overall?

A. See Revision 2, 4, 5 and refer to Question 47.

80. Will the Turnpike consider responses that address partial scope, such as only the staff augmentation requirements but not the services component, or is a response to the full scope required for consideration?

A. No.

81. What are your constraints or prohibitions for Nearshore and Offshore models?

A. Please refer to Question 4.

82. What is your vision for Fixed Fee projects?

A. Scope of work will be performed for a fixed fee.

a. How well documented are the requirements that vendors are expected to bid on?

A. Indeterminate.

b. Will Fixed Fee be accepted as a range?

A. No.

c. Will vendors have opportunity to validate fixed-price work via a scope & requirements analysis phase (mini-inception)? At whose expense?

A. Depends on the WORFP.

83. Please clarify your expectation of the responsibilities for the UI/UX Designer role? Does it lean more towards Creative Designer, Front End Developer or Usability BA?
A. Leans more towards Creative Designer who leverages usability principles.
84. Can you clarify your expectation of the difference in responsibilities for the Database Analyst and Database Architect roles?
A. The Database Analyst works directly with the data, the Data Architect performs architect work.
85. What specific technologies will the Enterprise Content Management Specialist be expected to factor on? Pricing may vary based on Tooling/Technology (ECM, WCM, LMS, Document Management, etc.)
A. The PTC currently uses OnBase.
86. Please describe your typical SDLC methodology (Iterative, Waterfall, RUP, etc.).
A. Please refer to Question 46.
87. To what extent will vendors have access to and interact with actual stakeholders / product owners in the definition of work order scope, deliverables and acceptance criteria?
A. The Commission will define work order scope, deliverables and acceptance criteria prior to issuing a WO.
- a. What is the process for defining work order scope?
A. The Commission will define the work order scope.
- b. How will vendors assist in drafting WO requirements to obtain the “competitive advantage” footnoted on pg1 General Info?
A. This footnote is designed to highlight the intent to not allow vendors to work on future WORFPs where they previously defined requirements (adverse interest).
- c. How is a level playing field ensured within this context?
A. See response to question 87 b.
- d. Is there a known set of projects aligned to a common technology? Will vendors be able to plan for continuity of skillsets? (ie: x-.NET scrum teams for x-number of projects over 2-5 years?)
A. There is no set of planned projects. Please refer to Appendix F for a listing of common technologies.
88. Are the Commission Standards for project activities and deliverables (IV-3) published?
A. No.
89. Are the Technical Standards (IV-3 g) published?
A. No.
90. How will coordination between employees and other contractors be handled where there are dependencies that could impact delivery and engagement schedule? Who is responsible?
A. The PTC will assign a project manager and that project manager will coordinate.

91. Is Budget and Funding on a per work order basis pre-approved?

A. Yes.

92. Describe the time-gap if any between WO bid approval and funding approval?

A. There should be no gap.

93. (a) How soon after WO bid approval is Effective Date affixed? What is the expectation for execution readiness after win notification?

A. (a) As soon as possible. (b) Immediately

All other terms, conditions and requirements of the original RFP dated April 7, 2015 remain unchanged unless modified by this Addendum.