

**Amendment #2 – April 29, 2010  
Family Assistance Technology Support  
Vendor Inquiries**

1. In **Section 3.1 Minimum Qualifications of Proposer**, the RFP mentions that the Project Manager/Lead Analyst shall have “Experience with ADOBE intelligent document and workflow processing” as one of the qualifications.

Would DSS consider the minimum qualifications to be satisfied if one or more team members have the ADOBE intelligent document and workflow processing experience but not necessarily the Project Manager?

Given that the ADOBE skills are largely technical in nature, it may be more beneficial to DSS to have a team with a strong Project Manager and strong ADOBE technical skills provided by the Programmer Analysts.

**DSS Response:** Yes, it would be sufficient if one or more of the Programmer/Analysts has the Adobe experience.

2. **Proposed Project Staff** – At the top of page 3, it says the contractor is required to be housed in the Baton Rouge office to perform all work unless prior approval is given.

Then on page 14 – top of page, it says the PM / Lead Analyst must be physically located in the continental US and be available to travel to Baton Rouge within 72 hours of a request.

What are the requirements for the physical location of the Project Manager/Lead Analyst?

**DSS Response:** It is required that the Programmer/Analysts be housed in Baton Rouge. It is optional that the Project Manager be housed here. They just need to be available to come here within 72 hours.

3. **Attachment I – Statement of Work**  
Section 10.0 – Additional Requirements Please clarify the statement: “The Contractor shall be responsible for operating and maintaining the system from their facility and provide all hardware and software required by this RFP.”

Will the contractor be required to perform or host any of the development or testing activities from its facilities?

**DSS Response:** No. All development and hosting will be done on DSS provided hardware.

**The Louisiana Department of Social Services is amending the Family Assistance Technology Support RFP as follows:**

Amendment #2 changes are highlighted in yellow in the amended RFP and may be viewed at <http://www.dss.louisiana.gov>.

Page 23 – Item 10.0 – Additional Requirements – 2<sup>nd</sup> bullet item (shown below) is being deleted.

- **The Contractor shall be responsible for operating and maintaining the system from their facility and provide all hardware and software required by this RFP.**

Under what conditions will any contractor-hosted development or testing be allowed?

**DSS Response:** DSS does not anticipate any conditions where this will happen.

4. **Attachment II – Cost Summary** - The formula on this Attachment for calculating the Cost for each Classification is:

$$(\text{Hours per Resource}) \times (\text{Cost per Hour}) = \text{Cost}$$

Since the RFP requests a Quantity of 2 for the JAVA/J2EE Programmer Analyst classification, should the formula for calculating the Cost for this classification be:

$$\text{Qty} \times (\text{Hours per Resource}) \times (\text{Cost Per Hour}) = \text{Cost}$$

**DSS Response:** Yes

5. Will the State allow vendors to submitted additional resumes beyond the three (3) requested in the RFP?

**DSS Response:** Yes, the State will allow vendor to submit additional resumes beyond the three requested. However, the hourly rates for the additional resumes must be the same for each classification being requested on the Attachment II – Cost Summary.

6. **Proposed Project Staff** – At the bottom of page 14, the State asks for at least one of the programmers to have 1 year of Curam experience using V5 or higher. The word preferred is used to end that sentence.

Is the State saying that the Curam experience as a whole is preferred or that the Curam experience is a must and that version 5 or higher alone is preferred?

**DSS Response:** Curam experience is preferred.