

Q: We are considering using a combined offshore/onshore resource which would include a US based project manager and business analyst to manage on site activity that might include installation, configuration, implementation, and training. We would utilize offshore technical resources from within our organization for the application development. Our offshore technical consultants would not be able to travel to an onsite interview but would be available via telephone.

A: *It will be acceptable to utilize offshore technical resources from within your organization for the application development unless the project manager, business analyst, or Technical Consultant doesn't meet RFP qualifications listed in section VII.6 starting on page 38.*

Q: Is 508 criteria limited to our customizations on the overall solution?

A: *508 criteria would not be applicable for this particular pilot given that we are building customized back-end modules for deployment of surveys and strategic planning items.*

Q: Which version of SharePoint will we be requesting?

A: *SharePoint 2010*

Q: Weighted scoring criteria?

A: *References 5%, Cost 25%, Experience 30%, Interview 15%, Value Added 25%*

Q: Where did MSBCJC come up with the Statement of Work provided in the RFP?

A: *The Statement of Work in the RFP was provided by our Director of eLearning.*

Q: Is it permissible to use the latest pre-release version of SharePoint 2010 for the proof-of-concept, or is MOSS 2007 required?

A: *SharePoint 2010.*

Q: Are there any specific, predetermined development restrictions for the project? For example, for the purposes of estimating, is it permissible to deliver an InfoPath-based solution vs. a custom webpart solution (assuming the business requirements could be met using either approach)?

A: *For the purpose of this proof of concept, a customized solution is required so that upon completion and evaluation of the pilot period, the produced modules may be scalable to a large base of users. In order to accomplish this portion of the RFP, a custom solution is required. The use of a third-party vendor or solution to provide screen shots or replicas of a potential environment will fall short of the necessary requirements. The completed modules should be active and usable in a staging environment.*

Q: What is the Proposal Bond?

A: *The security must be in the form of a bond, irrevocable letter of credit, certified check, or cashier's check payable to the SBCJC. The security binds the Vendor to the commitments made in writing in the Vendor's proposal. The security will be forfeited in the event the awarded Vendor, at any time during the contract negotiation process, refuses to honor commitments made in its proposal, reneges on pricing, takes exception to any term or condition that was not addressed in the Vendor's written proposal, or fails to execute a contract as anticipated in the RFP and the Vendor's proposal, including documented exceptions, within fifteen (15) working days after the Vendor's initial receipt of the project contract from SBCJC, unless an extension is agreed to by SBCJC. The Vendor's security will be returned promptly after SBCJC and the successful Vendor have executed a contract or within ninety (90) days after opening the proposals if no letter of intent to award a contract has been sent. In the event that the successful Vendor fails to accept and sign the mutually negotiated contract, that Vendor shall be disqualified and SBCJC shall initiate negotiations with the next ranked Vendor until a contract is*

successfully negotiated, or SBCJC elects to cancel the procurement. The securities of all remaining Vendors will be returned when a contract has been successfully negotiated and executed, or when the procurement is canceled.

Q: The Vendor must include a proposal bond in the amount of \$10,000.00 with its RFP proposal. Vendor is specifically disallowed from taking exception to the proposal bond requirement. Proposals without proposal bonds will be rejected.

A: *This is correct. We gave a little more detail in answer above.*

Q: That, if onsite interviews are required, the individual can be at the specified location in Mississippi within the timeframe specified. All costs associated with onsite interviews will be the responsibility of the Vendor. ?

A: *If onsite interviews are requested it would be in the final evaluation process and negotiation process of the top scored vendors which the vendor would be responsible. The awarded vendor will be responsible for all travel expenses and should add this into the proposal. (page 12, section 13.2)*

Q: Is SBCJC expecting vendor to develop software or only to provide staff augmentation services?

A: *The SBCJC is expecting the development of customized modules for the use of survey deployment, document generation and sharing, as well as interoperability among different institutions. The awarded vendor will not be providing software. The vendor will be generating modules to meet predetermined needs using the SharePoint platform. This project goes much deeper than just installing SharePoint on a server. The final intention is to provide a staging environment that is accessible to the four pilot colleges for specific uses in strategic planning and institutional effectiveness. In the end, the desired goal is to have a solution that can be scaled to a larger usage base.*

Q: The period of two days is for staff augmentation or Software Go Live? Clarification Required.

A: *SBCJC Board approval is an in house requirement to proceed with purchases over a certain dollar limit. The Go Live date would be described as the contract signature date of the negotiated contract.*

Q: How many resources are required apart from Project Manager?

A: *Section VII of the RFP gives technical skill sets for a Project Manager, Business Analyst, and Team Members. Awarded vendor must provide the quality and quantity of technical individuals necessary to meet the experience, timeline, and project requirements outlined in section VII.*

Q: Need more clarity on the "Proof of Concept". Any deadlines for this?

A: *The project is expected to be completed within 12 to 16 weeks from the Go-Live date.*

Q: What will be ratio of Work On Site and Off Site?

A: *To be determined as pilot project proceeds. On-site visits will be required in order to ensure that modules are meeting the needs of the pilot colleges.*

Q: Is it required to submit Project Plan and Fixed Price Deliverable at the time of submitting proposal?

A: *Yes. Project Work Plan and a fixed-price deliverable based proposal, detailing the tasks, deliverables, duration, and resource requirements. Final details of Project Work Plan and fixed-price deliverables will be worked out in the contract negotiation process.*

Q: The awarded Vendor must have extensive experience in statewide multi-instance SharePoint deployments with varying technical and customized requirements.
Is it mandatory?

A: Yes.

Q: Need more clarity on “Microsoft Roadmap” – In this association

A: *The final deliverable should be aligned to function seamlessly with other Microsoft products, including SQL server. Compatibility with other Microsoft projects is a necessity.*

Q: Project Manager – Experience in all the Specified areas is mandatory or not?

A: *Yes, experience listed in section 6.1.1 thru 6.1.8 is mandatory for the Project Manager.*

Q: The Vendor must describe previous implementations of similar scope and size with other governmental entities?

A: *Yes, these will be used in the vendor qualifications and experience scoring of proposals.*

Q: Is it mandatory to provide this information now?

A: *Yes...within reason. If there are difficulties determining a timeline, please list those as a caveat.*

Q: In an effort to provide a comprehensive solution and response to this RFP, could an extension to the due date be changed to March 31, 2010, or 5 business days?

A: *Due to time frame of the needed modules we are unable to extend the proposal deadline.*