

**Request for Resume (RFR)
CATS II Master Contract**

SECTION 1 –GENERAL INFORMATION			
RFR Number: (Reference BPO Number)	R00B9200174		
Functional Area (Enter One Only)	FUNCTIONAL AREA 5 - SOFTWARE ENGINEERING		
Position Title/s or Service Type/s (Short term staff or PMP)			
59. Internet/Intranet Site Developer Senior for Curriculum Management System WebCenter Portal (Each Master Contractor can submit up to four (4) candidates for position in the RFR)			
Anticipated start date	June 18, 2012		
Duration of assignment	Up to Six Months		
Designated Small Business Reserve?(SBR): (Enter "Yes" or "No")	No		
MBE goal, if applicable	0%		
Issue Date: mm/dd/yyyy	May 10, 2012	Due Date: mm/dd/yyyy	May 17, 2012
		Time (EST): 00:00 am/pm	2:00 PM EST
Place of Performance:	Maryland State Department of Education Division of Instruction 200 West Baltimore Street; Baltimore, MD 21201		
Special Instructions: (e.g. interview information, attachments, etc.)	Interviews will be conducted by a panel of three persons using a standardized set of interview questions. Structured interviews will be performed via phone		
Security Requirements (if applicable):	Pass reference checks and obtain State ID Badge		
Invoicing Instructions:	Standard invoicing procedures for the CATS II Master Contract		
SECTION 2 – AGENCY POINT OF CONTACT (POC) INFORMATION			
Agency / Division Name:	Maryland State Department of Education Division of Instruction		
Agency POC Name:	Dorothy Richburg Procurement Specialist	Agency POC Phone Number:	410-767-0628
Agency POC Email Address:	drichburg@msde.state.md.us	Agency POC Fax:	410-333-2017
Agency POC Mailing Address:	Maryland State Department of Education 200 West Baltimore Street Baltimore, MD 21201		

**Request for Resume (RFR)
CATS II Master Contract**

SECTION 3 – SCOPE OF WORK	
Background	
<p>Maryland State Department of Education (MSDE) Race To The Top (RTTT) grant supports the development and implementation of a new Maryland State Common Core Curriculum. To support that objective, a standardized curriculum management system will be acquired with the purpose to: (1) maintain common core curriculum standards, (2) provide instructional alignment, (3) provide assessment alignment, and (4) provide teachers with design tools, lesson plans, course syllabi, and other learning objects to help them develop courses that are common core state standards (CCSS) aligned.</p> <p>The Maryland State Department of Education (MSDE), Division of Instruction group (DOI) is seeking up to four (4) Oracle WebCenter Portal developers with Jdeveloper and Java programming skills to support the installation, setup, and development of Oracle WebCenter 2.0 portals for Race to the Top instructional projects. These resources will work to develop a new Curriculum Management System based on an approved prototype. Work will entail system design and configuration activities to operationalize the prototype system and make it production ready for MSDE curriculum staff and external stakeholder groups.</p>	
Job Description/s	
Position Title/s or Service Type/s (From Section 1 Above)	Duties / Responsibilities
<p>59. Internet/Intranet Site Developer Senior for Curriculum Management System WebCenter Portal</p>	<ol style="list-style-type: none"> 1. Work with project manager and end-users to operationalize requirements into portal designs. 2. Work with database architect to define Oracle WebCenter portal repositories. 3. Execute Oracle WebCenter portal setup and configuration. 4. Create desired customizations to meet project business and functional requirements via Oracle WebCenter portal technologies. 5. Work with enterprise architecture team to integrate Oracle WebCenter portal with Oracle Identity Management (IDM), Oracle Adaptive Access Manager (OAAM), to enable single sign-on capability
Minimum Qualifications	
Position Title/s or Service Type/s (From Section 1 Above)	Required Experience/Knowledge/Skill
<p>59. Internet/Intranet Site Developer Senior for Curriculum Management System WebCenter Portal</p>	<p>For minimum requirements, see CATS II Labor Category number 59. Internet/Intranet Site Developer Senior</p>

**Request for Resume (RFR)
CATS II Master Contract**

PREFERRED CANDIDATES MUST MEET THE FOLLOWING CRITERIA:

1. EDUCATION – BS REQUIRED IN COMPUTER SCIENCE OR RELATED FIELD
2. Ability to communicate clearly and effectively, both orally and in writing.
3. At least one (1) year hands-on experience with Oracle WebCenter Framework, WebCenter Web 2.0 services, and Oracle Composer.
4. At least one (1) years experience with Oracle WebCenter portal installation, setup, and customization.
5. At least four (4) years experience with developing Oracle portals.
6. At least two (2) years experience developing custom portals using industry portal standards.
7. At least one (1) years experience with integrating Oracle WebCenter portal with IDM.

SECTION 4 – REQUIRED SUBMISSIONS

NOTE:

- Master Contractors may propose **UP TO FOUR** candidates for each position requested.
- Master Contractors electing not to propose in response to the RFR must submit a “Master Contractor Feedback Form” via the “Master Contractor Login” on the CATS II web site.
- Master Contractors proposing in response to the RFR must submit the documents below as separate files contained in two separate emails as follows:

Email 1 with “Technical”: Master Contractor Name, RFR number, & candidate name, and in the subject line

- Resume for each labor category described in the RFR (Attachment 1)

Email 2 with “Financial”: Master Contractor Name, RFR number, & candidate name, and in the subject line

- Price Proposal (Attachment 2)
- Conflict of Interest Affidavit (Attachment G in the CATS II RFP)
- Living Wage Affidavit (Attachment I in the CATS II RFP)
- Any documents listed below as required by the hiring agency

**Request for Resume (RFR)
CATS II Master Contract**

1. Resume showing evidence of all skills listed in Section 3. Scope of Work
2. Statement within the Price Proposal that rate is all inclusive – Use Attachment 2A for the Price Proposal
3. Two (2) current references that can be called for performance verification of the submitted consultant(s) work experience and skills
SECTION 5 – EVALUATION CRITERIA (Provide a list of evaluation criteria in descending order of importance)
1. Candidate must meet minimum qualifications in Section 3 to be considered for an interview.
2. Candidate interview will be ranked based on technical questions
3. Price rankings of the proposals
4. References
Basis for Award Recommendation
RFRs will be awarded in accordance with the competitive Sealed Proposals process under COMAR 21.05.03. The agency POC will recommend award to the Master Contractor whose proposal is determined to be the most advantageous to the State, considering price and the evaluation factors set forth in the RFR. The agency POC will initiate and deliver a RFR Agreement to the selected Master Contractor. Master Contractors should be aware that if selected, State law regarding conflict of interest may prevent future participation in procurements related to the RFR Scope of Work, depending upon specific circumstances.

**Request for Resume (RFR)
CATS II Master Contract**

**ATTACHMENT 1 – RFR RESUME FORM
INTERNET/INTRANET SITE DEVELOPER SENIOR
FOR CURRICULUM MANAGEMENT SYSTEM WEBCENTER PORTAL
RFR # R00B9200174**

Instructions: Insert resume information in the fields below; do not submit other resume formats. Submit only one resume per Position or Service described in Section 1 of the RFR. If the RFR requests multiple Positions or Services, use a separate resume form for each proposed candidate.

Candidate Name:	Position Title or Service Type (from Section 1 of the RFR):
Master Contractor:	

A. Education / Training

Institution Name / City / State	Degree / Certification	Year Completed	Field Of Study
<add lines as needed>			

B. Relevant Work Experience

Describe work experience relevant to the Duties / Responsibilities and Required Experience / Knowledge / Skill described in Section 3 of the RFR. Start with the most recent experience first; do not include non-relevant experience.

[Organization] [Title / Role] [Period of Employment / Work] [Location] [Contact Person (Optional if current employer)]	<i>Description of Work...</i>
[Organization] [Title / Role] [Period of Employment / Work] [Location] [Contact Person]	<i>Description of Work...</i>

<add lines as needed>

C. Employment History

List employment history, starting with the most recent employment first

Start and End Dates	Job Title or Position	Organization Name	Reason for Leaving
<add lines as needed>			

D. References

List persons the State may contact as employment references

Reference Name	Job Title or Position	Organization Name	Telephone / Email
<add lines as needed>			

**Request for Resume (RFR)
CATS II Master Contract**

**ATTACHMENT 2
INTERNET/INTRANET SITE DEVELOPER SENIOR
FOR CURRICULUM MANAGEMENT SYSTEM WEBCENTER PORTAL
RFR # R00B9200174**

(This form is to be filled out by Master Contractors)

Proposed Labor Category	Hourly Labor Rate	Total Hours (up to 6 months)	Labor Category Price (Labor Rate x Hours)
59. Internet/Intranet Site Developer Senior for Curriculum Management System WebCenter Portal	\$	1040 hrs	\$
Total RFR Price (Sum of Labor Category Prices):			\$

VENDOR'S NAME _____

ADDRESS _____

CITY, STATE AND ZIP CODE _____

FIN _____ DUNS NO _____

TELEPHONE NO. _____ FAX NO. _____

EMAIL ADDRESS _____

SIGNATURE _____

PRINTED NAME _____

TITLE _____ DATE _____

The Hourly Labor Rate is the actual rate the State will pay for services and must be recorded in dollars and cents. The Hourly Labor Rate cannot exceed the Master Contract Rate, but may be lower. Rates must include all direct and indirect costs and profit for the Master Contractor to perform under the TOA.