

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

<b>Section 1 –General Information</b>			
<b>RFR Number: (Reference BPO Number)</b>	R00B9200184		
<b>Functional Area (Enter One Only)</b>	FUNCTIONAL AREA TWO – WEB AND INTERNET SYSTEMS		
<b>Position Title/s or Service Type/s (Short term staff or PMP)</b>			
Labor Category 10 Applications Programmer – Race To The Top (RTTT) Oracle OBIEE Business Intelligence <b>(Each Master Contractor can only submit one candidate for the RFR)</b>			
<b>Anticipated start date</b>	09/17/2012		
<b>Duration of assignment</b>	Up to Six Months		
<b>Designated Small Business Reserve?(SBR): (Enter "Yes" or "No")</b>	No		
<b>MBE goal, if applicable</b>	0%		
<b>Issue Date:</b> mm/dd/yyyy	07/27/2012	<b>Due Date:</b> mm/dd/yyyy	08/21/2012
		<b>Time (EST):</b> 00:00 am/pm	No Later Than 2:00 PM
<b>Place of Performance:</b>	Maryland State Department of Education Division of Accountability, Assessment and Data Systems(DAADS) 200 West Baltimore Street Baltimore, MD 21201		
<b>Special Instructions: (e.g. interview information, attachments, etc.)</b>	Interviews will be conducted by a panel of three persons using a standardized set of interview questions.		
<b>Security Requirements (if applicable):</b>	Pass reference checks and obtain State ID Badge		
<b>Invoicing Instructions:</b>	Standard invoicing procedures for the CATS II Master Contract		
<b>Section 2 – Agency Point of Contact (POC) Information</b>			
<b>Agency / Division Name:</b>	Maryland State Department of Education / Division of Accountability, Assessment and Data Systems		
<b>Agency POC Name:</b>	Dorothy Richburg Procurement Officer	<b>Agency POC Phone Number:</b>	410-767-0628
<b>Agency POC Email Address:</b>	drichburg@msde.state.md.us	<b>Agency POC Fax:</b>	410-333-2017
<b>Agency POC Mailing Address:</b>	Maryland State Department of Education 200 West Baltimore Street Baltimore, MD 21201		

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### SECTION 3 – SCOPE OF WORK Background

Maryland State Department of Education (MSDE) has assumed a progressive stance in the collection, validation and reporting of education accountability data. The state established its first Educational Data Warehouse (EDW) in 1999 and today strives to achieve the ten essential elements and fundamentals for PreK-12 longitudinal data systems established by the Data Quality Campaign, see [www.dataqualitycampaign.org](http://www.dataqualitycampaign.org) for additional information on the ten essential requirements.

With the increase in reporting requirements for Federal, and State longitudinal student data, MSDE is increasing the kinds of student data collected and analyzed. To help MSDE achieve this aim, The Race to the Top project is enhancing a variety of educational data warehouses, creating a business intelligence dashboard system, and improving or developing new associated data collection systems. As a result of a multitude of new projects, there is an increased need for additional specialized Oracle OBIEE developers.

The objective of this Request for Resume (RFR) is to acquire the services of **two (2)** Applications Programmer -RTTT Oracle OBIEE BI Developer for six month development assignments to develop Race to the Top performance and accountability data sets, dashboards, alerts, analytics, KPIs, and BI Publisher reports.

### Job Description/s

Position Title/s or Service Type/s (From Section 1 Above)	Duties / Responsibilities
Applications Programmer -RTTT Oracle OBIEE BI Developer	<ol style="list-style-type: none"> <li>1. Work with end-users to define OBIEE BI reporting requirements.</li> <li>2. Work with business analysts to document OBIEE and Publisher BI reporting requirements.</li> <li>3. Work with ETL staff to define BI data structures for data loading</li> <li>4. Define a BI and Publisher reporting strategy</li> <li>5. Define the data mart data structures using ERWIN</li> <li>6. Define Connection pools</li> <li>7. Design and develop the BI business model in OBIEE and Publisher Reports</li> <li>8. Develop the OBIEE presentation layer</li> <li>9. Unit test the OBIEE BI dashboard</li> <li>10. Set OBIEE security</li> <li>11. Implement OBIEE as portlet within Webcenter Suite portal</li> <li>12. Define alerts and events as needed for dashboards</li> <li>13. Document the dashboard</li> <li>14. Work with End-users for approval and signoff of dashboards</li> </ol>

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Minimum Qualifications	
Position Title/s or Service Type/s (From Section 1 Above)	Required Experience/Knowledge/Skill
<p>Applications Programmer -RTTT Oracle OBIEE BI Developer</p>	<p><b>For minimum requirements, see CATS II Labor Category 10 for Applications Programmer plus the items listed below:</b></p> <ul style="list-style-type: none"> <li>• Programming skills in SQL and PL/SQL</li> <li>• OBIEE Experience to include:               <ul style="list-style-type: none"> <li>○ Minimum of 4 years verifiable experience developing OBIEE 10g dashboards, analytics, alerts, physical connect strings, business layer model with dimensions and hierarchies, presentation layer development, and role based security. Preference will be given to those candidates with OBIEE 11g experience</li> <li>○ Minimum of 2 years verifiable experience developing 10g BI Publisher reports.</li> <li>○ Minimum of 2 years verifiable experience performing systems business and requirements analysis on data warehouse development projects.</li> <li>○ Minimum of 2 years verifiable experience working with end-users in defining and preparing system requirements, dashboard user interface design documents.</li> <li>○ Minimum of 2 years verifiable experience translating user requirements into data structure designs to relational 3N form, and star schema database form</li> <li>○ Minimum of 1 year OBIEE administration and management</li> </ul> </li> </ul>

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### SECTION 4 - REQUIRED SUBMISSIONS

**NOTE:**

- Master Contractors may propose only one candidate 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)
- Two Current References

**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

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 2 for the Price Proposal

3. Two (2) RECENT 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 skills in Section 3 to be considered for an interview.

2. Candidate’s interview will be ranked based on OBIEE technical questions

3. Vendor must provide written evidence that the submitted candidate is available to work within 2 weeks of contract being awarded, and is either an employee of the vendor or is currently under contract as a subcontractor.

4. Price rankings of the proposals

5. Candidate’s technical merit will rank higher of the overall rank component

#### 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.**

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**ATTACHMENT 1 – RFR RESUME FORM APPLICATIONS  
PROGRAMMER – RACE TO THE TOP (RTTT) ORACLE OBIEE BUSINESS  
INTELLIGENCE  
RFR # R00B9200184**

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

<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>			

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**ATTACHMENT 2**

**RFR PRICE PROPOSAL**  
Applications Programmer – Race To The Top (RTTT)  
Oracle OBIEE Business Intelligence

**RFR # R00B9200184**

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

**(Submit a separate price proposal for each candidate submitted)**

<b>Proposed Labor Category</b>	<b>Hourly Labor Rate</b>	<b>Total Hours (up to 6 months)</b>	<b>Labor Category Price (Labor Rate x Hours)</b>
#10 – Applications Programmer <b>Name of Resource:</b>	\$	<b>1040 hrs</b>	\$
<b>Total RFR Price (Sum of Labor Category Prices):</b>			\$

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.

VENDOR'S NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE AND ZIP CODE \_\_\_\_\_

FIN \_\_\_\_\_ DUNS NO. \_\_\_\_\_

TELEPHONE NO. \_\_\_\_\_ FAX NO. \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

SIGNATURE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

TITLE \_\_\_\_\_ DATE \_\_\_\_\_