DEPARTMENT OF INFORMATION TECHNOLOGY
REQUEST FOR RESUMES (RFR) FOR
DEPARTMENT OF BUDGET and MANAGEMENT (DBM) CENTRAL COLLECTION UNIT (CCU)

QUESTIONS AND RESPONSES #1

Question 1:   Is FICO experience required? Please let me know.

Answer: FICO experience is required for the following positions:
1 - Application Developer, Advanced Technology (Senior) – 2 resources – CATS+ Labor Category #16;
2 - Analyst, Computer Systems (Senior) CATS+ Labor Category #8 – 2 resources
3 - Administrator, Systems – CATS+ Labor Category #47 – 1 resource
4 - Database Manager – CATS+ Labor Category #21 – 1 part-time resource (0.5 FTE)

Hyland OnBase experience is required for the Applications Programmer – 1 resource – CATS+ Labor Category #10.

Question 2:   Are there any Incumbents for the positions mentioned in this solicitation? If yes, How many?

Answer: There are no incumbents for the positions requested.

Question 3:   Kindly advise if these are new positions or you have incumbents currently providing these services?

Answer: See Answer to Question 2.

Question 4:   Please lets know if there is an incumbent and if yes can they respond to this RFR.

Answer: See Answer to Question 2.

Question 5:   Please confirm the position will extend after 6 months

Answer: **Positions filled through an RFR are for up to six months. The State may issue a separate TORFP for potential extension of on-going needed services.**

Question 6: Is RFR has multiple labor categories in it.

Answer: **Yes, the RFR has multiple labor categories. Each Master Contractor may submit RFR responses to one or more of the positions requested.**

Question 7: Please confirm the position will extend after 6 months

Answer: **See Answer to Question 5**

Question 8: Is DoIT planning to make one award of all position to one Vendor Company or would make multiple awards?

Answer: **The State plans to make multiple awards. Each position will be evaluated and awarded independently of other positions.**

Question 9: All these positions seems to be for CCU. Then, why the state is not issuing this request under CCU master contract?.

Answer: **The State is requiring the awarded master contractor(s) to provide their own equipment. Vendor provided equipment is not a contract requirement for the CCU master contract.**

Question 10: Is there any vendor company currently providing or in the recent past provided these services to DoIT/CCU? If so, who is the vendor company and what is the RFR or TORFP number for that award?

Answer: **See Answer to Question 5.**

Question 11: Is this a new opportunity or recomplete?.

Answer: **See Answer to Question 5.**

Question 12: Is it possible that this will extend past 6 months?

Answer: **See Answer to Question 5.**

Question 13:   Is there a current incumbent for this work?.

Answer: **See Answer to Question 5.**

Question 14:   what does the acronym 'CCCU' refer to?.

Answer: **The acronym should be "CCU" for Central Collection Unit.**

Question 15:   Is this the same as what Lashella sent out? They seem quite similar at first glance.?

Answer: **This is a formal response to the questions received by the State.**

Question 16:   What is the estimated hours/days the resource will be required to come on site vs. working remotely?

Answer: **Each position is expected to work 8 hours per day regardless of on-site vs. remote work. Approximately 25% is expected to be worked on-site, however this is subject to change. The only exception is the Database Manager position that is expected to work 4 hours per day regardless of on-site vs. remote work.**

Question 17:   Approximately how much on-site time will be required?

Answer: **See Answer to Question 16.**

Question 18:   Considering that multiple resources are needed, will all candidates proposed be interviewed? Will selection be made as a team?

Answer: **Please see the Special Instructions section for the interview and selection process.**

Question 19:   We are excited to receive another invitation from Lashella Miller to bid on a CATS+ Master Contract RFR 060B8400003. We are considering these invitations as two separate invitations even though one of the resource requirement (see below) appears to be same or similar in the two RFRs.

Labor Category/s (From Section 1 Above)	Duties / Responsibilities
1. Advanced Application Developer (Senior) – 2 positions	The resource(s) requested is to perform FICO Debt Manager ETL support to resolve defects identified with the CCCU implementation. Defect resolution includes Debt Manager interfaces with agencies, third party systems and peripheral systems. In addition the resources shall provide support to other related tasks as needed.

Can you please confirm that the two RFRs are indeed separate and active RFRs?

Answer: **There is only one RFR for the Advanced Application Developer (Senior) – 2 positions.**

Question 20: How often are site visits required? (Percentage of travel to Baltimore? 25%? 50%?)

Answer: **See Answer to Question 16.**

Question 21: After we submit resumes on the 17th, what is the next step in the process? How long will it take to decide on what resumes will be interviewed? I will need to be able to communicate timeframe to potential candidates.

Answer: **Upon receipt of resumes, the State plans to schedule interviews starting the week of July 17th.**

Question 22: Is there possibility of extending the 6 month contract for longer? I am under the impression that the need for a Database manager/Administrator will not change?

Answer: **See Answer to Question 5.**

Question 23: The Database Manager is part-time, how many hours will they be required to work?

Answer: **See Answer to Question 16.**

Question 24:   What is the remote hourly work schedule? Can they live outside of EST zone?

Answer: **It is preferred that the candidate live in the EST zone. If not, the work schedule would have to be determined. See Answer to Question 16.**

Question 25:   Please suggest if Fico Debt Manager is Required/Preferred for all position as there are very few candidates however they are not matching with other skills.

Answer: **See Answer to Question 1.**