

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

SECTION 1 –GENERAL INFORMATION			
RFR Number: (Reference BPO Number)	R00B9200186		
Functional Area (Enter One Only)	Functional Area Two – Web and Internet Systems		
Position Title/s or Service Type/s (Short term staff or PMP)			
Labor Category 65 Systems Design Engineer – Education Data Warehouse Data Modeler and Informatica ETL Expert (Each Master Contractor can only submit one candidate for the RFR)			
Anticipated start date	September 17, 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	July 27, 2012	Due Date: mm/dd/yyyy	08/22/2012
		Time (EST): 00:00 am/pm	No Later Than 2:00 PM EST
Place of Performance:	Maryland State Department of Education Division of Accountability, Assessment and Data Systems 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.		
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 Accountability, Assessment and Data Systems (DAADS)		
Agency POC Name:	Dorothy Richburg Procurement Officer	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		

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Background	
<p>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 for additional information on the ten essential requirements.</p> <p>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 Division of Accountability and Assessment is modernizing and enhancing its; (1) Educational Data Warehouse (EDW) and (2) associated data collection systems. As a result of a multitude of new projects within DAA, there is an increased need for additional specialized expertise in educational datawarehousing.</p> <p>The objective of this Request for Resume (RFR) is to acquire the short-term services of ONE (1) Senior Systems Design Engineer, Data Warehouse Data Modeler and Informatica ETL Developer to lead and execute Informatica ETL to maintain and transform new K12 data sets in an Oracle 11g environment.</p>	
Job Description/s	
Position Title/s or Service Type/s (From Section 1 Above)	Duties / Responsibilities
Systems Design Engineer – Education Data Warehouse Data Modeler and Informatica ETL Expert	<ol style="list-style-type: none"> 1. Analyze complex K12 education accountability and performance reporting and data storage requirements with end users and OBIEE developers 2. Prepare data models that support the creation of K12 data structures, KPI development, and dashboard development in Oracle 11g using ERWIN 3. Lead the ETL Team in providing functional inputs and technical solutions related to K-12 and P20 data systems 4. Create data structures for relational, star schemas, and data marts schemas using ERWIN 5. Prepare and execute Informatica ELT programs to maintain and transform existing and new data sets in an Oracle 11g environment
Minimum Qualifications	
Position Title/s or Service Type/s (From Section 1 Above)	Required Experience/Knowledge/Skill
Systems Design Engineer – Education Data Warehouse Data Modeler and Informatica ETL Expert	For minimum requirements, see CATS II Labor Category 65 Systems Design Engineer plus the items listed below:

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1. Verifiable Training/Certifications in:
 - Informatica Data Integration Certification, or documented equivalent
 - ETLs process design, development, and performance tuning
 - Data modeling using ERD and dimensional models for highly conformed data marts, relational operational data stores, and star-schemas. Knowledge of Kimball, Hybrid, and Inmon approaches to data warehouses design
2. At least two (2) years experience working in Pre-K to Grade twelve (12) and Higher Education data warehousing structures (i.e., Student, MSA,HSA,AP, PSAT, Early Childhood data)
3. At least four (4) years experience in data and table structure conversions of exiting data warehouse structures, and working with Informatica version 9
4. At least one (1) years experience in defining test case scenarios, and performing manually executed unit testing, as well as using an automated testing tool (i.e., HP LoadRunner)
5. At least (4) years experience using ERwin and XML definitions to create data models.
6. Knowledgeable in NCES data models with experience in performing gap analysis to identify potential data set modifications and enhancements.
7. At least five (5) years of experience and preparing detail specifications for data warehouses, ETL programs, and quality routines.
 - Basic Oracle DBA skills with and ability to define indexes, create and edit tables, monitor Oracle performance
 - Basic Informatica system administrator skills and training
 - Data warehouse and highly-conformed data mart design and development

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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

- o Resume for each labor category described in the RFR (Attachment 1)
- o Two current references

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

- o Price Proposal (Attachment 2)
- o Conflict of Interest Affidavit (Attachment G in the CATS II RFP)
- o Living Wage Affidavit (Attachment I in the CATS II RFP)
- o 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) current reference 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 technical questions

3. Price rankings of the proposals

4. Candidate’s technical skill will outweigh the financial proposal.

5. Candidate’s 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.**

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ATTACHMENT 1 – RFR RESUME FORM

**RFR # R00B9200186
SYSTEM DESIGN ENGINEER**

Education Data Warehouse Data Modeler and Informatica ETL Expert

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

R00B9200186

SYSTEMS DESIGN ENGINEER

Education Data Warehouse Data Modeler and Informatica ETL Expert

(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)
65. Systems Design Engineer – Education Data Warehouse Data Modeler and Informatica ETL Expert	\$	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.