Request for Resume (RFR)
CATS II Master Contract

All Master Contract Provisions Apply

Section 1 –General Information	
RFR Number: **(Reference BPO Number)**	Q00B9200400
Functional Area **(Enter One Only)**	Functional Area 5 – Software Engineer
Position Title/s or Service Type/s **(Short term staff or PMP)**	
1.Software Engineer – two people/resources.	
Anticipated start date	2/1/2010
Duration of assignment	1500 hours
Designated Small Business Reserve?(SBR): **(Enter "Yes" or "No")**	No
MBE goal, if applicable	0%

Issue Date:	12/17/09	**Due Date:**	01/04/10
		Time (EST):	12:00 P.M.

Place of Performance:	6776 Reisterstown Road Baltimore, MD 21215
Special Instructions: (e.g. interview information, attachments, etc.)	Interviews will be held at 6776 Reisterstown Road, Suite 209, Baltimore, MD 21215
Security Requirements (if applicable):	Applicants must undergo a State and Federal fingerprint background check.
Invoicing Instructions:	All invoices are to be emailed to dtaylor@dpscs.state.md.us
Section 2 – Agency Point of Contact (POC) Information	
Agency / Division Name:	Department of Public Safety and Correctional Services, ITCD

Agency POC Name: **Procurement**	Martha Sullivan-Office of Procurement	**Agency POC Phone Number:**	410-585-3130
Contract Manager	Kevin Combs, DCIO	**Contract Manager**	410.585.3102
POC Email Address:	msullivan@dpscs.state.md.us	**Agency POC Fax:**	
Agency POC Mailing Address:	DPSCS ITCD 6776 Reisterstown Road, Suite 211 Baltimore, MD 21215		

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Section 3 – Scope of Work	
Background	
Job Description/s	
Position Title/s or Service Type/s (From Section 1 Above)	**Duties / Responsibilities**
1. Software Engineer	• Complete BI lifecycle development from design of the Oracle BI architecture from data sourcing to the end target data structures and presentation of data through dashboards and reports • Development of reporting framework within Oracle Business Intelligence Enterprise Edition • Define, Implement, and Setup of, Physical, Logical (business), and Presentation objects in OBI • Create and modify Sales Analytics dashboards and reports • Generate necessary templates for the required reports using MS tools as necessary • Development of OBI Reports • Development of ETL mappings • Create custom reports and dashboards • Perform unit testing of applications to ensure efficient execution and compliance with business and technical requirements • Perform system tuning • Review, release, and service pack notes issued by Oracle for OBI to identify changes to be applied • Develop appropriate testing and implementation plans • Work with business units to address reporting and analysis needs • Participate in acceptance testing to ensure client/user needs are met
2. Software Engineer	• Complete BI lifecycle development from design of the Oracle BI architecture from data sourcing to the end target data structures and presentation of data through dashboards and reports • Development of reporting framework within Oracle Business Intelligence Enterprise Edition • Define, Implement, and Setup of, Physical, Logical (business), and Presentation objects in OBI • Create and modify Sales Analytics dashboards and reports • Generate necessary templates for the required reports using MS tools as necessary • Development of OBI Reports • Development of ETL mappings • Create custom reports and dashboards • Perform unit testing of applications to ensure efficient execution and compliance with business and technical requirements • Perform system tuning • Review, release, and service pack notes issued by Oracle for OBI

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	to identify changes to be applied
	• Develop appropriate testing and implementation plans • Work with business units to address reporting and analysis needs • Participate in acceptance testing to ensure client/user needs are met

Minimum Qualifications	
Position Title/s or Service Type/s (From Section 1 Above)	**Required Experience/Knowledge/Skill**
1. Software Engineer	• Two plus years of Oracle BI installation • Three plus years experience developing Oracle BI Dashboards • Three plus years using Oracle, Oracle Forms, and PLSQL. • Four plus years experience developing applications with the following back-end databases: Oracle, Microsoft SQL, Microsoft Access, and DB2. • Two plus years with at least two of the following connection tools: zConnect for IMS and DB2, Connect for DB2, ODBC and JDBC for Oracle and SQL Server, ADO for .NET using SQL • Two plus years developing applications using Microsoft Active Directory
2. Software Engineer	• Two plus years of Oracle BI installation • Three plus years experience developing Oracle BI Dashboards • Three plus years using Oracle, Oracle Forms, and PLSQL. • Four plus years experience developing applications with the following back-end databases: Oracle, Microsoft SQL, Microsoft Access, and DB2. • Two plus years with at least two of the following connection tools: zConnect for IMS and DB2, Connect for DB2, ODBC and JDBC for Oracle and SQL Server, ADO for .NET using SQL • Two plus years developing applications using Microsoft Active Directory

Section 4 - Required Submissions

NOTE:
  - Master Contractors electing <u>not</u> to propose in response to the RFR must submit a "CATS II Master Contractor Feedback Form" located under "Master Contractor Login" on the CATS II web site.
  - Master Contractors proposing in response to the RFR <u>must</u> submit the following documents:
     o Resume for each position / service type described in the RFR (Attachment 1)
     o Price Proposal (Attachment 2 <u>or</u> 2A)
     o MBE Forms D1 and D2 if applicable (Attachment D in the CATS II RFP)
     o Conflict of Interest Affidavit (Attachment G in the CATS II RFP)
     o Living Wage Affidavit (Attachment I in the CATS II RFP)
     o **Documents listed below as required by the hiring agency**

1.
2.
3. (add or delete rows as needed)

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Section 5 – Evaluation Criteria – (Provide a list of evaluation criteria in descending order of importance)
1. Technical Expertise with above requirements
2. Pass State and Federal background checks
3. Hourly rate
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.

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ATTACHMENT 1 – RFR RESUME FORM

RFR # Q00B9200400

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)]**	*Description of Work…*
[Organization] **[Title / Role]** **[Period of Employment / Work]** **[Location]** **[Contact Person]**	*Description of Work…*

<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>			

RFR PRICE PROPOSAL - SUPPORT STAFF

RFR # Q00B9200400

(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)
1. Software Engineer	$	1500	$
2.	$		$
3.	$		$
4.	$		$
5.	$		$
Total RFR Price (Sum of Labor Category Prices):			$

_____   _____
Authorized Individual Name   Company Name

_____   _____
Title   Company Tax ID #

Proposed labor categories must be from those described in the CATS II Master Contract and must correspond to the resume/s provided. Support staff are limited to engagements of up to six months. The "Hourly Labor Rate" is the actual fully-loaded rate that the State will pay for services recorded in dollars and cents. Hourly rates must be equal to or less than the rates proposed by the Master Contractor for the CATS II Master Contract.