



Solicitation Information
September 17, 2019

Addendum #1

RFP #7598935

TITLE: Banner Technical and Functional Support Services

Submission Deadline: October 3, 2019 at 2:00 PM (ET)

Please Note:

The submission deadline has been extended from September 26, 2019 to Thursday, October 3, 2019 at 2:00 PM (ET).

Attached are vendor questions with State responses. No further questions will be answered.

Gail Walsh
Chief Buyer

Vendor A

- What is your definition of a sub-contractor?
When a vendor uses another vendor, agency or other entity to complete work
- What does your Banner license include?
See Page 6 and 7 of the RFP
- What 3rd party products do you own?
UC4
Evisions Suite of Products
- Can the electronic copy be provided on USB as opposed to CD? Must be submitted on CD per state rules
- Does travel have to be baked into hourly costs? If so are we allowed to submit pricing for onsite consultants vs. remote consultants in the different consultant service categories listed?
Travel is a separate expense. We are looking for hourly rates for this RFP. If we determine that On-site is necessary for a specific project, then travel and expense are separate. Travel and expense are not in scope for this RFP response.

Vendor B

1. Should our Technical Proposal include our responses to questions in each of the following sections:
 - a. Section 3.3 Company Background
 - b. Section 3.4 Company Experience
 - c. Section 3.5 Service Delivery Method/Approach to Engagements
Please group a, b, and c into a short narrative describing the company.
 - d. Section 4.A Technical Proposal (Technical and Functional Support)
Here we are looking to see what capabilities a particular vendor has, specifically in the products listed.
 - e. Additional questions about Company Background and Experience and Specialty Expertise Coverage/Team Member experience at the bottom of page 13
We are not looking for a comprehensive list of resources that a company can deliver. Aggregate experience in any of the areas are what we really look at. For example, team of 150 that had an average of 15 years' experience in supporting Banner Systems

2. Please confirm that there is a 6-page limit for the Technical Proposal excluding appendices and resumes of key staff.

Correct. This is the limit specified excluding the documents listed

3. Would CCRI consider increasing the 6-page limit? In light of the implications for our response, we would appreciate an early response to this question.

Please see response above

4. Instructions for preparing the cost proposal on page 15 or the RFP state, "The cost proposal shall be typed using the formatting provided on the provided template." Is there a separate cost template, or do we use the cost table shown on page 10 and add a signature block to it?

We are looking at the template on page 10 to be completed. Additional rows can exist if there are separate costs for different categories of work. For example, Degree Works resources are billed at \$150 per hour and Banner Resources are billed at \$187 per hour. Additional breakdowns are ok

5. On the MBE, WBE and /or DISABILITY BUSINESS ENTERPRISE PARTICIPATION PLAN on page 17, is it acceptable to indicate "TBD" where a subcontractor/supplier name is required? Until the work is specified, a proposer cannot predict:
 - a. What services may be required to address each project or what level of functional/technical support might be required
 - b. What projects will be awarded
 - c. What level of effort might be subcontracted to MBE/WBE firms, and
 - d. What the contract value is.

The goal of this RFP is to establish an Agency Master Price Agreement for Banner Consulting. Once established, CCRI will put together projects or requests for resources. Each engagement will differ. It is true that 'TBD' is the best answer to this.

The RFP is built on a standard template used by the State of Rhode Island.