

Question and Answers from Pre-Proposal Conference

Request for Proposals Project Server 2013, MS SharePoint 2013 Intranet Development and Mobile Application Development Services Solicitation Number: DCRB 14-010

December 23, 2013

10:00am

1. Is the price in the cost section of the solicitation document an hourly rate?
Answer: Yes. After requirements analyses have been performed, there will be a negotiation between DCRB and the vendor for a fixed price hourly rate (but the number of total hours over the course of the contract will not be fixed). The task orders will be fixed price.
2. Can DCRB clarify the security requirements for handling personally identifiable information (PII)? I'm not sure if the security requirements are related to the offsite or onsite handling of PII.
Answer: DCRB will respond with a written response to this question, which will be available on the DCRB Web site.
3. In the request for proposal, question 13 addresses the PSW referencing appendix A. The response says see attached. Was that a separate document?
Answer: It's a separate document, and DCRB will post that document on the DCRB Web site.
4. Is DCRB expecting the vendor to evaluate project management processes (in reference to question 33 in the request for proposal)?
Answer: DCRB would like to incorporate Project Management Institute (PMI) standards into its environment in relation to Project Server and SharePoint, where applicable.
5. Will the vendor need to perform a project management standards gap analysis within a Capability Maturity Model—Integrated (CMMI) framework?
Answer: DCRB would like to incorporate Project Management Institute (PMI) standards into our environment in relation to Project Server and SharePoint, where applicable.
6. Will the vendor be required to meet face-to-face with DCRB 100 percent of the time throughout the contract?
Answer: The vendor will be able to conduct some meetings through WebEx.
7. Will the system implementation require configuration for redundancy and fault tolerance?
Answer: DCRB would like the vendor to be able to provide recommendations for redundancy and fault tolerance on the application and database side. DCRB has plans to implement VMware site recovery manager. DCRB has a disaster recovery (DR) environment and will use site recovery manager to replicate data from the DR site to

the primary site, which will be an active-active configuration. The site recovery manager will be bi-directional. For fault tolerance, DCRB is clustered in case one host fails. When a vendor is awarded the contract, DCRB will review the network architecture with the vendor in detail.

8. Are the mobile applications to be developed read only or read/write?

Answer: The mobile applications to be developed will most likely be read/write, but DCRB will need the vendor's recommendation.

9. Are the three proposals (Project Server 2013, MS SharePoint 2013 Intranet Development, and Mobile Application Development Services) treated as one proposal?

Answer: The three proposals will be treated separately.

10. What constitutes a small business within the context of these proposals?

Answer: The specifications for a small business are based upon the definition of a small business as specified by Department of Local and Small Business Development. Please review their website at www.dslbd.dc.gov.

11. If my business cannot be defined as small business according to the small business definition being used in these proposals, can my company be considered the prime contractor?

Answer: This contract is not a set aside. A preference is being made to small business, but this contract is not a set aside.

12. Are the percentages cumulative? If we meet more than one of the qualifications, do they add together?

Answer: The qualifications are cumulative. Please see amendment number 3 for more information.

13. If we have a partnership with a business that fits these criteria or does not, does the business that fits the criteria need to be the prime contractor?

Answer: Please see amendment number 3 which addresses this response.

14. Does a certified business enterprise (CBE) need to be a prime contractor of a subcontractor?

Answer: Please see amendment number 3 which addresses this response.

15. Will the vendor need to provide the same key personnel presented in the proposal in order to maintain the contract?

Answer: Please refer to the section in the solicitation document regarding key personnel.

16. Can you share the budget for each of these tasks?

Answer: No.