RFP: KDOL Data Management and Data Analysis

Addendum B

Issued: October 24, 2016

RFP Technical Proposal Response Structure

	Response Requirements **Tab or Section demarcations are required as shown below. The Bidder is not constrained only use the space provided in this column for responses, but is strongly urged to limit the overall proposal to 150 pages or less.**
III. SCOPE OF WORK DEFINITIONS	**Tab or Section I**
A. Base Awarded Contract: Phase A	**Technical Responses for III.A.1.- 6: the bidder must address the specifics of how each line item below is being fulfilled, and provide accompanying relevant experience. Referenced Appendix B must be completed by the Bidder using the format provided in the Appendix.**
1. The Contractor must provide the following product(s) and satisfy the associated requirements (see Appendix B for more detailed requirements)	
• BI Portal for role-based KDOL staff user access	
• Reporting, including ad hoc reporting and report development, Graphics, charts solution are also included.	
• Matching Engine	
• Data quality, data cleansing tools	
• Data discovery and profiling tools (self-service, data mining)	
• Analytics, Predictive Analytics capability	
• Mapping displays of KDOL data on GIS Maps	
• ETL and Data Integration Tools	

• Infrastructure Specifications to support the solutions (Production, Test, Development).	
• Output format user or report flexible (PDF, Excel, HTML, XML, etc.)	
• Data store	
• Configuration and Development tools	
2. Metrics to assist with estimating solution pricing	
3. Validation of solution	
4. Contractor Training Requirements of KDOL	
5. Services	
6. Data Quality for Name Address and Contact Data	
B. Based Awarded Contract: Phase B and Contract Options C and D Approaches	**Technical Responses for III.B.1.- 26 and the Special Notes: the bidder must address the specifics of how each line item below is being fulfilled, and provide accompanying relevant experience. Referenced Appendices C, D, E must be completed by the Bidder using the format provided in each Appendix.**
1. Assessment- Conduct quick assessment, four (4) weeks in length, to validate location, access methods and understanding of source data, current gaps in source data.	
2. Assessment write-up review by KDOL and NASWA/ITSC. The result of this assessment and A above may result in a collaborative adjustment between KDOL, ITSC, and the Contractor to the pricing for each of these Phases for the remaining their remaining work.	
3. Analysis of existing data and system of record determinations.	
4. Quality and profiling of existing records. Identifying coded data and location of coded value.	
5. Design of target data store, including rationale and recommendation to ITSC and KDOL on the most appropriate type of data	

store with KDOL and ITSC making the final determination.	
6. KDOL establishment of Development Target Data store (IE Hardware, Database, storage) (repeat for Test, Production and Production failover)	
7. Design of initial load to target data store	
8. Development of initial load solution	
9. Quality checks of source to target	
10. Movement of initial load solution to Test environment	
11. Design of daily sync to target data store	
12. Development of target sync to target data store	
13. Quality checks for daily sync to target data store. Base number of reports to validate data quality, completeness and accessibility	
14. Movement of Daily Sync load solution to Test environment	
15. Analysis of Reporting needs (see limit for Vendor)	
16. Analysis of Dashboard needs	
17. Design of reporting infrastructure (Data Warehouse, Data Marts, universes, etc.)	
18. Development of Target Data to reporting data infrastructure	
19. Development of Dashboards	
20. Development of reports	
21. Movement of Dashboards and Reports to Test	
22. Finalization of Design and development documentation.	
23. Development of operational guidelines/control procedures to move solution to production.	
24. Development of procedures for Failover and fall back of overall solution to recoverable solution.	
25. Finalization of daily/cyclical operational procedures	

26. Testing of failover capabilities.	
Special Notes on these phases.	
1. In most cases production data will be used as source data to build the data store.	
2. There are currently 6 major KDOL production data stores for data, and 4 for content which are described in Appendix A.	
3. In Design and Development steps we will have one or more developers being mentored to accomplish the same work. Code checks and configuration checks are all expected to include KDOL developers.	
4. KDOL developers will develop some reports in addition to those in Vendor's defined list and will be deployed at same time.	
5. KDOL Developers will develop some of the data movement from source to target and target to reporting infrastructure. Determination at design completion will assign from 10-25% to KDOL staff by project team.	
6. Access to VSAM source data will be supported by KDOL developers. (Many scripts (Batch Cobol and JCL in most cases) are already being used to unload parts of these data sources). If a VSAM utility is needed to support initial load or daily sync, vendor will support mainframe installation and product usage. Any utilities needed to support this effort will be left with KDOL and should be included in Phase A solution (Our Mainframe has Attunity available on another LPAR but it is not licensed on the KDOL used LPAR and KDOL has no experience with it. And we are not sure if it has all modules needed by vendor.)	
8. Initial documentation should be completed within each step. Step is not	

considered complete unless solution is working and documentation is completed.	
9. KDOL technical staff and Business Subject Matter Experts will be available for analysis and Design steps and will be the approval teams for delivered dashboards and reports.	
10. KDOL Staff will execute movement of solution from Test environment to Production with vendor providing a support role. KDOL staff will support daily and cyclical operational jobs as needed once solution is moved from development to test and from test to production.	
11. Because of volume it is preferred that daily sync design only move changed data, not the entire data store. We recognize that current VSAM files in some cases may not have adequate date/time stamp that can be used to drive this.	
12. Performance of Data movement is a concern. System of record is usually available after night batch processing is completed. This is usually 3-6 AM. From this time period until users would like to access the dashboards and reports is limited as most CSRs start at 7 AM.	
C. Phase E Options and Descriptions	**Technical Responses for III.C.1. – 5.: the bidder must address the specifics of how each line item below is being fulfilled, and provide accompanying relevant experience.**
1. Integrity Core analytics	
2. Incarceration	
3. Data Discovery for Case Management	
4. NDNH Data Cross Match	
5. SIDES Predictive Scoring	
IV. SOLUTION OBJECTIVES	**Tab or Section II** **Technical Responses for IV.1. –11.: the bidder must address the specifics of how RFP line items IV.1. – 11.**

	are being fulfilled, and provide accompanying relevant experience
B. Major Deliverables	**Technical Responses for IV.B.: the bidder must address the specifics of how each RFP Major Deliverable will be fulfilled, and provide accompanying relevant experience. The Bidder must also provide the Deliverables with the Proposal as specified in Appendix F.**
VI. PROPOSAL AND CONTRACTUAL REQUIREMENTS	**Tab or Section III The Bidder must provide responses to each line item A. through L, and 3 below**
A. Eligibility Requirements	
B. Vendor Information	
C. References	
D. Financials	
E. Project Roles and Responsibilities	
F. Key Personnel	
1. Lead System and Data Management/Integration Architect	
2. Project Manager	
3. BI Analyst	
G. Project Management	
1. Project Manager	
2. Project Management Plan (PMP)	
3. Project Status Reporting	
4. Issues Management Plan	
5. Change Management Plan	
6. Risk Management Plan	
7. Communication Plan	
8. Lessons Learned	
H. Quality	
1. Quality Assurance Plan	
2. Quality Assurance Management	
3. Quality Assurance Report	
I. Training	
1. Training Plan	

2. Training Guide	
3. Training Materials	
4. Developer Training	
5. Software Training	
6. End-user Training	
7. Maintenance Support Training	
8. Training Timeline	
9. User Manual	
10. User Quick Reference Guide	
11. Administration Guide	
J. Post-Implementation Support Plan	
1. Warranty	
2. Support	
3. Maintenance	
K. Additional Services Provided	
1. CITO Reporting Requirements	
2. Project Collaboration Site	
L. General Considerations	
1. Billing and Reporting	
2. KDOL Review and Approval Process	
3. File format, deliverable format, and content review of deliverables	
4. Project Logistics	
5. Acceptance	
6. Software and Deliverable Cure Period	
7. Solution Acceptance Criteria	
8. Solution Cure Period	
9. Successful Acceptance Testing	