**DEPARTMENT OF HUMAN RESOURCES/OFFICE OF TECHNOLOGY FOR HUMAN SERVICES (OTHS)**
**REQUEST FOR PROPOSALS (RFP) FOR**
**AUTOMATED FISCAL SYSTEM (AFS) MODERNIZATION PROJECT**

## QUESTIONS AND RESPONSES #4

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| Question 22: | Aside from completing the required forms in the RFP (and acknowledging all addenda), is there anything else needed on this bid? |
| **Answer:** | **An Offeror needs to submit proposals (both technical and financial) in the format provided in Section 4 of the RFP.** |
| Question 23: | Will DHR email all amendments to Offerors. |
| **Answer:** | **No.  However, DHR will post amendments are on eMaryland Marketplace (https://emaryland.buyspeed.com/bso/external/bidDetail.sdo?bidId=MDN0031030406&parentUrl=activeBids) and on the DHR website (http://dhr.maryland.gov/request-proposal-automated-fiscal-system-afs-modernization-project-2/).** |
| Question 24: | As stated in Amendment #1 for this RFP, a pre-proposal conference was held. Is it possible to obtain a list of those who attended or dialed into the conference? |
| **Answer:** | **Yes, DHR has posted the list of attendees on eMaryland Marketplace and the DHR website.  Offerors can find a list of organizations that dialed into the conference in the conference's minutes (which DHR will post on both eMaryland Marketplace and the DHR website.** |
| Question 25: | Was the conference recorded? If yes, please email a copy of the recorded conference. |
| **Answer:** | **Yes, the conference was recorded.  DHR will post the conference's minutes on eMaryland Marketplace and the DHR website.** |
| Question 26: | Would the State of Maryland consider a SaaS transfer system from another state's financial system already configured for Foster |

Care?

**Answer:** **Yes.  However, an Offeror has to demonstrates that the proposed system can be configured to meet the State's requirements as outlined in this solicitation.**

Question 27: Would the State consider lowering the requirements from 3 successful implementations to 1 successful implementation if the solution has been successfully operating for several years?

**Answer:** **Yes.  A minimum of one will be acceptable.  See Amendment #3.**

Question 28: Can the State share the name of the vendor that currently maintains AFS?

**Answer:** **Yes.  Xerox currently maintains the legacy AFS system under a contract that will expire on 12/31/17.**

**Question 29:** At the pre-proposal conference DHR referenced a traceability index mentioning that there was a link within the RFP that we could use. Can you kindly assist with detailing the page in which I could find that or the direct link?

**Answer:** The term used at the conference was "Requirements Traceability Matrix," and it refers to Attachment V as a whole.   Offerors can find Attachment V by accessing eMaryland Marketplace (see the first File Attachment) or the DHR website.

Question 30: After the Process Analysis and Process Re-Engineering phase has been completed, there is a possibility that the findings will lead to a different solution than the proposed solution by the offeror, how would you like the offeror to address this issue in the proposal?

**Answer:** **The Offeror is to describe the methods and tools that it will use to assist the State in the review and mapping of the State's existing processes, and how it will implement those processes in the selected solution. The State will select a solution that best meets the required functional capabilities as outlined in the solicitation. Business process analysis will not inform this**

**selection; rather, business process analysis and re-engineering are included so Offerors can articulate how they will implement their proposed solution.**

Question 31:  In conducting development and deployment in an Agile Approach, does the State of Maryland require the offeror to use Agile/DevOps collaboration/continuous integration tools for QA/QC and collaboration between the offeror and the state employees? If so, what Agile/DevOps tools does the State prefer us to use?  If not, should the offeror include the use of these tools in their pricing?

**Answer:          Yes, the State requires the use of Agile/DevOps collaboration/continuous integration tools.   The State will provide the requisite tools and processes for Agile governance and implementation oversight.**