

Q&A for the Data Validation RFP

Date Recv'd	Date Posted	Question	Answer
04/11/2017	04/11/17	The first sentence on page 3 of the RFP references a letter of interest. Is this something that should be sent ahead of the proposal, or should it be included with the proposal? Please clarify.	The letter of interest should be included with the proposal, similar to a cover letter, or a letter of intent for a job application. It should include a high-level overview of services offered, and describe why the proposer would be best suited over other potential proposers.
04/11/2017	04/13/2017	If a vendor were to be successful in bidding on RFP 7013005, would they be precluded from bidding on RFP 7013004?	If a vendor is successful in bidding on RFP 7013005, this does NOT preclude the vendor from bidding on RFP 7013004.
04/11/2017	04/13/2017	Would it be possible to obtain a copy of the validation report issued by the USDOL?	2016 DV results can be accessed at https://workforcesecurity.dol.gov/dv/pdf/results_vy16.pdf . 2017 Data Due can be accessed at https://workforcesecurity.dol.gov/dv/pdf/due_results_vy17.pdf
04/11/2017	04/13/2017	Would the agency consider a 2-week extension for vendor responses?	All proposals must be submitted to the RFP Coordinator by 12:00 pm CST on May 2, 2017 to the address referenced on page 11 of the RFP. Postmarking by the due date shall not substitute for actual proposal receipt by ADOL. Late proposals shall not be accepted nor shall additional time be granted to any potential contractor. UPDATE: Due to a technical error on the part of ADOL, the timeline for submission has been extended. Please see below for the adjusted procurement timetable (page 6, section 2.3 of the RFP): Issue RFP: 04/03/17 Questions Due: 04/14/17 Responses issued: 05/05/17 Proposals Due: 05/12/17 Proposal Selection: 05/19/17

4/14/2017	05/05/17	<p>The RFP states “funding will allow ADOL to utilize expertise of a third-party vendor to correct those populations and issues that were identified previously as deficient by implementing changes and fixes...”</p> <p>Please clarify as to what the expectations are with respect to implementing changes and fixes. Is the selected vendor expected to make data fixes and/or make the changes to the programs, compile, test, and implement the program in the UI Benefit and Tax systems, or is the selected vendor expected to only identify the changes/fixes and provide guidance to State IT staff who would make and implement the changes?</p>	<p>The selected vendor would be expected to work onsite, in-person with IT staff. State IT staff would be responsible for making coding changes within the state UI Benefits/Tax systems. The vendor is expected to work hand in hand from identification through implementation of the fixes needed in failing populations.</p>
04/14/17	05/05/17	<p>The RFP states “selected contractor to improve data quality of UI federal reports”.</p> <p>Please clarify as to whether the selected vendor is expected to improve reports other than specifically identified in the RFP (ETA Report 227 and 518).</p> <p>Please clarify as to whether the selected vendor is to review more than the specifically identified Populations in the RFP? (E.g. 3, 3a, 4, 5, 8, 12, 13, 14, 15 and Tax Pop 4). Does the scope of work include BAM and BTQ?</p>	<p>Selected vendor is expected to work within the specifically identified areas found in the RFP. However, additional service offerings may be considered as an additional value from proposer.</p>

04/14/17	05/05/17	<p>The RFP states “utilize the new Sun-Based Data validation software”.</p> <p>Is ASDOL currently using the Sun system to submit the data to USDOL? If so, is ASDOL facing any difficulties in using the system? If ASDOL is not using the Sun system, how is the data currently provided to USDOL?</p>	Information is provided using SunSystem. ADOL is not currently facing difficulties in using the system.
04/14/17	05/05/17	<p>The RFP requests remediate deficiencies previously identified for validation of populations.</p> <p>The USDOL Benefits DV Population Results for VY 2016 show that ASDOL UI Benefit Populations 3, 4, 5, 7, 9, 12, 13, 14 and 15 as failed submissions. Are the details of the cause for failure available to determine percentage of failure? If so, can those be shared?</p>	Details will be provided upon vendor selection.
04/14/17	05/05/17	<p>The RFP requests remediate deficiencies previously identified for validation of populations.</p> <p>In review of USDOL Benefits DV Population results for VY 2016, it presents ASDOL Tax Populations as NS. Were the Tax Populations submitted? If submitted, are the details of pass/fail available to determine percentage?</p>	Populations presented as “NS” were not submitted during the validation cycle indicated. “NS” means “not submitted”.

04/14/17	05/05/17	<p>The RFP requests remediate deficiencies previously identified for validation of populations.</p> <p>Based on the VY 2016 ASDOL results, there are additional populations failing that are not specifically identified in the RFP (and some that have passed are identified in the RFP). Will the scope of work include the other failed populations as well?</p>	ADOL wishes to concentrate on the populations specified in the RFP. However, any additional services provided by a proposer may be considered as an added value.
04/14/17	05/05/17	<p>The RFP indicates “create a technical design for the ETA 227 report.”</p> <p>What are the specific details ASDOL is looking for in the technical design? Please clarify as to whether this means basically a rewrite or new design.</p>	This will be a complete rewrite.
04/14/17	05/05/17	Will the agency allow for a phased approach for this project?	The agency will allow the selected vendor to determine how to approach the project. The selected vendor must meet all deadlines as stated in the RFP in order to process invoices before funding closes out.
04/14/17	05/05/17	What is the expected time it will take to obtain full system and security access permissions for Contractor staff to access all aspects of the tax and benefits systems in use at ASDOL?	Less than 1 week. Advanced notice of when the contractor will be onsite will assist in timely setup of access to systems.
04/14/17	05/05/17	<p>The RFP states background checks are required for CONTRACTOR.</p> <p>Will ASDOL accept previously completed background checks for employees of Contractor or are new background checks required?</p>	ADOL will accept previously completed background checks for employees of the Contractor.

04/14/17	05/05/17	<p>The RFP states weekly status meetings for duration of engagement.</p> <p>Are weekly status meetings required on-site or can these be conducted as a Conference call?</p>	Status meetings may be held via teleconference.
04/14/17	05/05/17	<p>Will the State provide key personnel who have the necessary experience and subject matter expertise with all business processes and the functioning of the relevant system (Benefit and Tax)? Will the State key personnel also include technical staff with in-depth knowledge of the Benefit and Tax systems including data structures and system flows?</p> <p>Will the key personnel be available throughout the life of the project?</p>	The state will provide key personnel who have the necessary experience and subject matter expertise with business processes and the functioning of the relevant system as they are available. The personnel will be available as work schedules permit throughout the lifecycle of the project.
04/14/17	05/05/17	<p>Would ASDOL be open to an onsite-offsite service delivery model? This would lower the overall project costs, by (i) stationing appropriate project team members onsite to perform activities that require in-person presence; while (ii) carrying-out certain activities, such as analysis, review, report writing, etc., offsite from the vendor's facility in the United States?</p>	Yes.

04/14/17	05/05/17	<p>The RFP states qualified contractor must have a minimum of three years' experience and expertise with ETA's UI data validation methodology.</p> <p>How critical is it that the contractor has experience with Tax Population Data Validation? Will the contractor be eligible to bid if they have full knowledge of the Tax side of the house but have not worked on the Tax Data Validation, but have solid Benefits Data Validation experience?</p>	It is very critical that the contractor selected have expertise AND experience with the Tax Population Data Validation. Eligibility to bid requires expertise and experience with UI data validation methodology.
04/14/17	05/05/17	Could you please provide more information on the process that is followed at ASDOL to implement system changes? Are there any tools currently used for SDLC?	We use internal forms sent via e-mail to implement system changes.
04/14/17	05/05/17	Is ASDOL currently following the practice of conducting and documenting Impact Analysis for a required change? If so, is ASDOL currently using any tool for documenting the Impact Analysis?	No impact analysis tool is currently being used.
04/14/17	05/05/17	Is there any data available with respect to the number, severity, and priority of the system defects that are already identified as related to Data Validation? If so, can these details be shared?	Sharing agreement will need to be in place for access to data.

04/14/17	05/05/17	Please provide more technical details on the Benefit and Tax systems i.e. underlying database, programming language(s), and other technology products, including development and debugging tools that are currently used in the Tax and Benefit applications.	COBOL, JCL and Mainframe Tools
04/14/17	05/05/17	Will there be a separate test environment available to the Data Validation Team for the duration of the project?	ADOL utilizes a Test Environment
04/14/17	05/05/17	Is ASDOL currently using any regression tools and/or methods?	NO regression tools are being used.
04/14/17	05/05/17	What will be the State's role in testing and QA?	IT and User will validate all Test results
04/14/17	05/05/17	What Batch Scheduler is used to run the ETA Reports and Populations?	CA7
04/14/17	05/05/17	What is the Team size of the current support team (both IT and business) and what are their roles and responsibilities?	IT – 2 Programmers – Entering approved changes, Testing, and System Implementation. Business – 2 – Approval and verification of changes.
04/14/17	05/05/17	Are all ETA Reports and Populations generated by the Benefit and Tax systems or are some of them compiled manually by extracting data from these systems? Is the process of generating Reports automated? If so, is the same job creating the Reports and the Populations?	ETA data, reports, and populations are generated via Benefit/Tax master files via automated process.
04/14/17	05/05/17	What is the frequency of the build cycle followed at ASDOL?	Quarterly

04/14/17	05/05/17	Will the contractor be responsible for running a batch that is necessary for testing or will the ASDOL IT Operations Staff do it?	ADOL IT will manage Testing.
04/14/17	05/05/17	Is the process of software releases automated?	No
04/14/17	05/05/17	Is the data for generating the Reports and Populations derived directly from the Core Tables or are there staging areas?	Core tables
04/14/17	05/05/17	Is there an internal review of Reports and Populations done before submitting data to the USDOL? If yes, by whom?	Reports are verified by assigned Benefit Payment Control User, Tax User, and Data Validation Coordinator.