

RFP Questions and Clarifications Memorandum

To: Vendors Responding to RFP Number 3687 for the Mississippi Department of Human Services (MDHS)

From: Craig P. Orgeron, Ph.D.

Date: November 21, 2012

Subject: Responses to Questions Submitted and Clarifications to Specifications

Contact Name: Debra Spell

Contact Phone Number: 601-432-8132

Contact E-mail Address: debra.spell@its.ms.gov

The following questions were submitted to ITS and are being presented as they were submitted, except to remove any reference to a specific vendor. This information should assist you in formulating your response.

Question 1: Has the logical data model for the NAC database been developed?

Response: No.

Question 2: What is the initial data volume and monthly data volume by state?

Response: See Section VII, Item 2.3 of the RFP for the SNAP Participation Data as of May 31, 2012, to determine the initial data volume and monthly data volume by state.

Question 3: What time window is available for loading state updates to the NAC database?

Response: The approximate batch window would be between 10 p.m. Central Time and 6 a.m. Central Time each calendar day.

Question 4: Is each state responsible for loading and validating data into the NAC database?

Response: The States would be responsible for sending the data to the NAC, and the Development/Host Contractor would be responsible for processing, validating, and reconciling all States' data.

Question 5: What are the anticipated load intervals from the states? Overnight, daily, weekly, monthly near real time?

Response: Load intervals are anticipated to be overnight/daily, but could include any of the other options as well.

Question 6: Is data-cleansing part of project to ensure names, addresses, other identifying information is consistent across states?

Response: No.

Question 7: How many people will be using the NAC database during the 18-month pilot?

Response: The number of people using the NAC database will vary from state to state based on the implementation approach. It is estimated that between 10,000 and 25,000 users will access the NAC database each day. This includes access to the NAC Portal and any access from a State's eligibility system directly to the NAC database.

Question 8: What is the percentage of these people who are technical vs. non-technical?

Response: It is estimated that about 1% of the users from each state would be technical and 99% non-technical.

Question 9: Please provide State project plan, milestones and timeline for the pilot?

Response: The current project plan includes the following milestones and timeline for the pilot:

Develop NAC Database and Interfaces:	December 2012 thru June 2013
Test NAC Database and Interfaces:	May 2013 thru June 2013
NAC Implementation:	July 2013
NAC Pilot Evaluation Period:	July 2013 thru June 2014
Pilot Assessment – Initial:	September 2014
Pilot Assessment – Revised:	November 2014
Pilot Assessment – Final:	December 2014

Question 10: Please provide a listing of reports with description and the purpose for each report.

Response: The NAC Portal and all functionality, including reports, will be defined by the Governance Council working with the Development/Host Contractor.

Question 11: Please define what parameters will be required for the Web Services interface requirements.

Response: **The Web Services interface requirements will be defined by the Governance Council working with the Development/Host Contractor.**

Question 12: Please provide descriptions and mock-ups of required dashboard interfaces.

Response: **The NAC Portal and all functionality, including dashboard interfaces, will be defined by the Governance Council working with the Development/Host Contractor and Evaluation Contractor.**

Question 13: Please provide State project team roles and number of personnel by role to be assigned to project.

Response: **See Section VII, Item 2.4, NAC Pilot States Responsibilities, of the RFP. The Development/Host Contractor's primary point of contact will be with the Project Director and/or the Project Leader from the lead state, Mississippi. The Governance Council includes members of the five participating states (Alabama, Florida, Georgia, Louisiana, and Mississippi), and the United States Department of Agriculture (USDA) Food Nutrition Service (FNS). This council has been established for the administration and management of the NAC Pilot Project with each entity having two voting members.**

Question 14: Have you seen same type of solution in another State/agency? If so, where?

Response: **No.**

Question 15: Has a vendor/supplier assist in creating this RFP? If yes which vendor/supplier?

Response: **No.**

Question 16: Has funding been already established for this pilot project? If yes how much?

Response: **Evaluation Contractor services, Development/Host Contractor services, and integration services will be paid out of a 2.5 million dollar grant.**

Question 17: How would the new system be able to determine the requirement to compare duplicates with the PARIS system? What interface does the PARIS system provide to accomplish this?

Response: **There is no interface to PARIS for the NAC. The use of PARIS is either a manual or automated process within each state. The Evaluation Contractor would be responsible in determining the effectiveness and/or outcome of using the NAC versus each state's PARIS process.**

Question 18: How many other interfaces are required and to what systems?

Response: Interfaces will be required between each participating state's eligibility system to load data and to perform dual participation validation. FNS will require a single interface for inquiry purposes only. Additional interfaces may be determined in the future and deemed required as part of the overall process.

Question 19: What are your success criteria for this pilot project?

Response: Project success is a positive Return on Investment (ROI) due to the avoidance of dual participation and the reduction of staff process time as supported by the outcomes determined by the Evaluation Contractor.

Question 20: If this pilot project deemed successful, what would be next steps?

Response: Prior to this determination, the Consortium, including the FNS, would review the Development/Host Contractor's cost model as proposed in response to Section VII, Item 5.4 of the RFP, and define the post-pilot steps for participating states and any additional states upon confirmation of a successful pilot. The pilot project success would be determined based on the outcomes of the pilot as provided in the interim and final evaluation reports.

Question 21: Is it possible to get an extension on the RFP deadline?

Response: No. Deadlines were established for the project's completion with the grant approval. In order to meet the schedule provided in response to Question # 9 above, proposals must be received as soon as possible.

RFP responses are due December 4, 2012, at 3:00 p.m. (Central Time).

If you have any questions concerning the information above, or if we can be of further assistance, please contact Debra Spell at 601-432-8132 or by email at debra.spell@its.ms.gov.

cc: ITS Project File Number 39783