

STATE OF NEW HAMPSHIRE
BUREAU OF PURCHASE AND PROPERTY
STATE HOUSE ANNEX
25 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6398

ADDENDUM # 7 TO BID INVITATION #1519-13

~~DATE OF BID OPENING: 4/15/13~~
DATE OF BID OPENING: 4/25/13

~~TIME OF BID OPENING: 2:30 PM~~
TIME OF BID OPENING: 2:30 PM

FOR: Mobile Data Collection and Management Services

DATE POSTED: 4/11/13

Clarification:

Q: In the submittal requirements, it asks that we submit one (1) electronic copy on CD ROM in MS WORD format. Is it ok that we submit our electronic copy in PDF format?

A: Yes, PDF format is acceptable.

Q: 1. What operating system versions and screen sizes or models need to be supported for BlackBerry devices?
2. Does the BlackBerry PlayBook tablet operating system have to be supported?
3. What operating system versions and screen sizes or models need to be supported for iOS devices – iPADS and iPhones?

A: Due to multiple versions, sizes, and OS's possible, and no State standard currently in place for tablets, we would need all possible devices supported.

Q: On page 23, the Narrative Response outline includes Topic 9: Design/Development. The detailed breakdown of Topics (page 28) skips Design/Development Approach and lists Implementation Approach as Topic 9. Does the State have detailed instructions for a Design/Development topic, or should this topic be omitted?

A: Please omit Topic 9 - Design/Development.

Q: We found another section that was mentioned in the Narrative Response outline but not in the detailed breakdown later in the RFP. In the Response Outline it says Topic 23 – Cost/Pricing Approach, but there is no corresponding breakdown of this topic mentioned in the proposal. How would you like us to handle this?

A: Please omit Topic 23 - Cost/Pricing Approach.

Please note new opening date and time.

Also, see attached slides from vendor conference.

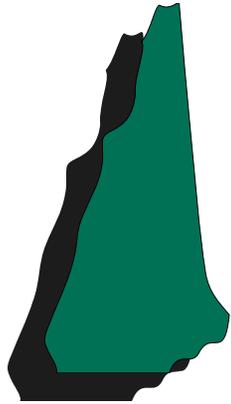
PURCHASING AGENT: Paul Rhodes
TEL. NO.: 603/271-3350

NOTE: IN THE EVENT THAT YOUR BID INVITATION HAS BEEN SENT TO THIS OFFICE PRIOR TO RECEIVING THIS ADDENDUM, RETURN ADDENDUM WITHIN THE SPECIFIED TIME WITH ANY CHANGES YOU MAY WISH TO MAKE AND MARK ON THE REMITTANCE ENVELOPE BID INVITATION NUMBER AND OPENING DATE. RETURNED ADDENDA WILL SUPERSEDE PREVIOUSLY SUBMITTED BID.

BIDDER _____ ADDRESS _____

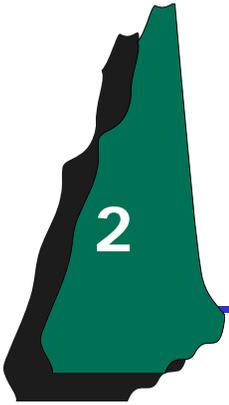
BY _____
(this document must be signed)

_____ TEL. NO. _____
(please type or print name)



Mobile Data Collection Forms Vendor Conference

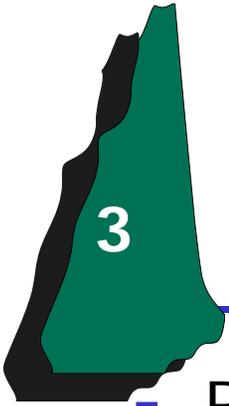
**RFP 1519-13
February 19, 2013**



Welcome

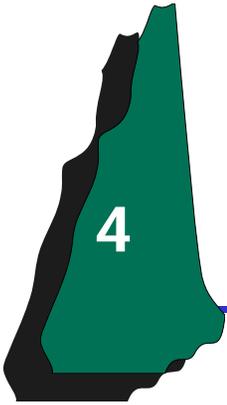
Introductions

- **Rick Racicot** – Developer, Dept. of Information Technology (Liquor)
- **Ron Jones** – IT Manager, Dept. of Information Technology (Liquor)
- **Dane Prescott** – IT Manager, Dept. of Information Technology (DOT)
- **Rick Sheldon** - IT Manager, Dept. of Information Technology (DOS)
- **Johnna McKenna** – Supervisor, Dept. of Environmental Services
- **Rick Cricenti** – Director, Dept. of Health and Human Services
- **Brett Scholbe** – Program Specialist. Dept. of Health and Human Svcs.
- **David Rollins** – Administrator, Dept. of Health and Human Services
- **Paul Rhodes** – Purchasing, Dept. of Administrative Services
- **Leslie Mason** – Contracts Mgr, Dept. of Information Technology



Agenda

- RFP Process
 - Procurement Schedule
 - Mandatory Terms and Conditions
 - Evaluation Process
- Questions and Answers
 - Vendor Questions
 - State Preliminary Responses
- Mobile Data Collection Projects
 - Background
 - State Vision
 - Agency Requirements



Procurement Schedule

Release of RFP	1/31/13
Non- Mandatory Vendors' Conference	2/19/13
Final Vendor Inquiries Due	2/21/13
Final State Responses Published	2/27/13
Proposals Due (2:30 PM)	4/15/13
Invitations to Oral Interviews	4/30/13
Vendor Interviews and Demos (Orals)	5/6-10
Target of Final Contract	July
Anticipated Notice to Proceed	July

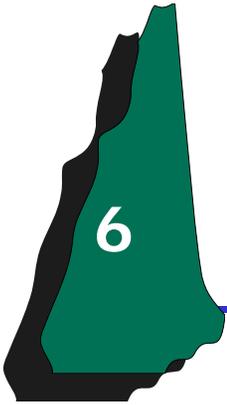


Terms and Conditions

State Standard – Submitting a proposal subject to changes to State Standard Terms and Conditions is grounds for Vendor disqualification.



- The same requirements, terms and conditions will apply to all Vendors



Proposal Format

Format standards are designed to assure comparability between proposals

- Templates are provided for responses to detailed requirements
- Topics for evaluation are clearly identified to enable vendors to focus proposals

Adherence to format standards is essential.



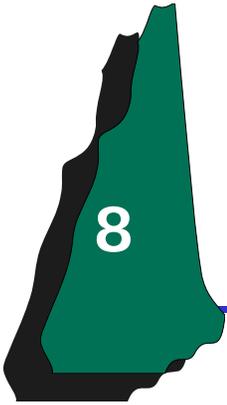
Evaluation Process – 1

Evaluation of Proposals will be based on four areas:

- 30 Points –Proposed Solution
- 15 Points – Vendor’s Technical, Service, Projects Management
- 15 Points - Vendor Company and Staffing Qualifications
- 40 Points - Solution Cost
- **100 Points – Total Possible**

Based on preliminary evaluations of Proposals, Vendor proposed candidates will be identified for oral interviews.

Note – The State will consider comments from references throughout the evaluation process.



Evaluation Process – 2

Planned evaluation steps include:

- Initial Screening for Compliance with Minimum Standards
- Preliminary Evaluation of Proposals and Reference Checks
- Conduct Oral Interviews
- Final Evaluation

After Final Evaluation completed, the State will:

- Conduct Contract Finalization with the Selected Vendor

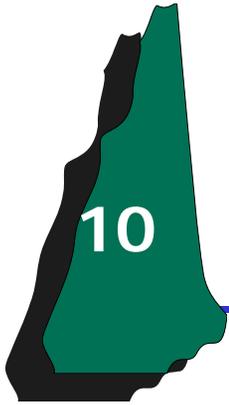


Evaluation Process – 3

Oral interviews will be:

- At the request of the State;
- A maximum of 2 hours in duration;
- Based on a standard set of interview questions prepared by the State; and
- Designed to clarify information provided in Proposals
- Web and teleconference interviews allowed

Final scores will be based on all information provided and acquired throughout the procurement process, including any oral presentations.



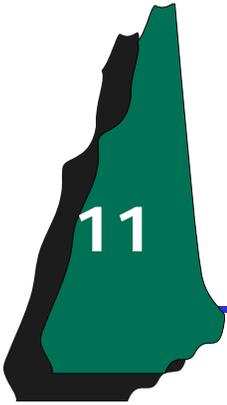
Background

Proof of Concept

- All projects driven by budget
- Needed critical mass of interest
- Pilots projects for Liquor, DOT, Safety

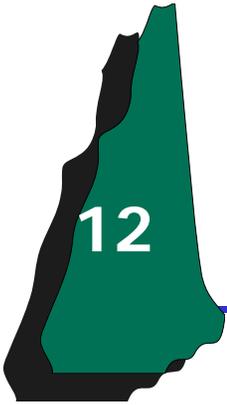
Competitive Procurement

- Request for proposal issued
- Over 800 vendors were notified
- Expect Governor and Executive Council approval
- Summer



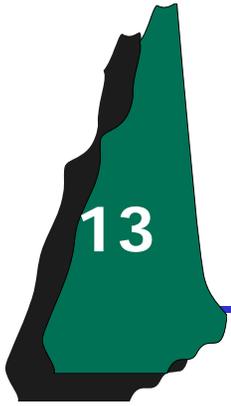
Statewide Contract

- Sponsored by the Department of Administrative Services
- For use by all Executive Branch Agencies
- Quotation for initial project (Liquor)
establishes pricing for quoting future SOWs
 - Liquor project will not be awarded
- Requesting Pricing bundles (if appropriate)



Statewide Contract - 2

- Seeking a “statewide” mobile data collection solution
- Will consider different architectures
 - Reflected in chart on page 3 of RFP
 - Hosted or State operated
 - Forms built by vendor or built by State staff
- SOWs for future projects
 - Each agency SOW will be could be unique
 - Be sure to quote the entire range of skilled staff that could be utilized (i.e DBAs, analysts)



Agency Requirements

- Liquor
- DES
- DOS
- DHHS
- DOT

Vendor Q&A

Stipulations that apply to this segment include:

- All of today's responses are **preliminary** and **are not binding**;
- All questions must be received in writing by 2/21/13;
- Official responses to **all** questions will be published on or before 2/27/13; and
- Responses to some questions may be deferred today pending further review.