

RFP #: 251-19-021

Questions/*LED Responses*

1. Can you confirm if this is an international bid or limited to USA registered companies only?

International proposers are not prohibited, but must meet the requirements of Section 1.46 of the RFP.

If the contractor is a corporation not incorporated under the laws of the State of Louisiana, the contractor shall have obtained a certificate of authority pursuant to R. S. 12:301-302 from the Louisiana's Secretary of State. If the contractor is a for-profit corporation whose stock is not publicly traded, the contractor shall ensure that a disclosure of ownership form has been properly filed with the Louisiana's Secretary of State.

2. Can you share with us the detailed/complete proposal specifications and forms related to this RFP?

Please refer to section 1.9 of the RFP – Proposal Response Format.

3. Is there an incumbent who did the other modules?

Yes, there is an incumbent for both Components in the RFP.

4. Can work be performed offsite at a remote location like Georgia or Missouri?

Yes, work may be performed offsite. Under Part 2: Scope of Work/Services; page 26 & 28, the RFP states that the Contractor shall develop and test on either LED's or another external, secure test server, but the final products must be deployed to the Cloud-based servers.

**However, the winning proposer will be expected to attend in-person meetings on an as-needed basis, but anticipated to be at least once a month.*

5. Are the servers on the Cloud?

Yes, the servers are housed on a Cloud platform.

6. Is this just maintenance and enhancements as needed on both modules?

Please refer to 2.1 Scope of Services in the RFP

7. Where is the hardware located?

The on-site hardware is housed in a secure datacenter facility. The Cloud hardware provides multi-layered security via trusted apps and built-in security keys hosted in the Cloud.

8. Do you need to have a Network Administrator to be on-site?

No, there is no need to have a Network Administrator on-site.

**See full response to Question No. 4*

9. If work is allowed off-site what kind of connectivity would the state provide?

LED will provide a secure virtual private network access to those systems internally. However, both systems are currently accessible on the Cloud platform.

10. How much travel would be expected a year, 1-3 times a year or more?

More than 1-3 times a year. Also, see full response to Question No. 4 and refer to Attachment II: Cost Worksheet in the RFP.

11. Are you looking just to staff a resource because of the number of hours given?

No, a full-service provider of technology services is envisioned for this RFP.

12. You are asking for resumes in the areas in which you require experience – can we provide examples or heavily redacted resumes?

As long as elements listed in Section 1.8.2 and 1.8.3 are demonstrated in the resume, redacted resumes are acceptable.

13. You are asking for financial statements – what would be sufficient?

Balance Sheet, Income Statement and Statement of Cash Flows

14. You are asking for participation with Veteran and Hudson Initiative – would we be disqualified to submit our proposal to this bid if we chose to opt out of either initiative, or would we just not be awarded the twelve points?

Disqualification does not occur if a proposer does not meet the Veterans and Hudson Initiative requirements.

15. You ask for Cyber Liability, but is Umbrella Liability going to be sufficient if it meets the minimum requirement?

Refer to Page 19, section 1.32.2.5; please follow the guidelines for Cyber Liability. Umbrella liability is not mentioned in this section.

16. Do we need to attach the COI with the Bid, or do we wait until we've won the Bid?

Certificate of Insurance proof is only required of the winning proposer during the contracting phase.

17. Do we have to sign up for EFT now or when we've won the Bid?

EFT enrollment is only required for the winning proposer.

18. Under 1.2 Background, the RFP says, "Each component shall be independently evaluated. Multiple awards may be made." And under 1.7 Proposal Submittal, the RFP says, "The proposal must be received in five (5) hard copy (printed) versions and two (2) portable drives (i.e. USB flash drives) in PDF format. Additionally, if applicable, Proposers should also submit one (1) paper copy and one (1) portable drive including the redacted version of the proposal."

If we are proposing for both Components 1 and 2, do we need to submit five (5) hard copy (printed) versions, two (2) portable drives (i.e. USB flash drives) and one (1) paper copy and one (1) portable drive including the redacted version of the proposal per Component?

Yes

19. Does LED require or prefer that the contractor have an office in Baton Rouge?

Not required

20. What, if any, are the alternatives to providing audited financial statements?

Audited financial statements are preferred, but not required. Unaudited financial statements provided should be referenced as "unaudited" on the financial statements.

21. Is the State willing to make the Confidentiality provision at Section 2.8 of the Sample Contract (Attachment IV) mutual?

The Proposer should address the specific language in the Sample Contract, Attachment IV and submit whatever exceptions or exact contract modifications that its firm may seek. While final wording will be resolved during contract negotiations, the intent of the provisions will not be substantially altered. Proposers should also be aware that the state's capacity to maintain confidentiality of documents received is governed by the Louisiana Public Records Act, La. R.S. 44:1, et.seq.