

REQUEST FOR QUOTATION
12-194

Minority Business Enterprise (MBE) Participatory Solicitation in Accordance with Ohio Revised Code §125.081. Only Certified MBE Quotations will be Honored.

All Offerors must have and maintain a current State Term Schedule Contract with the Department of Administrative Services.

DATE ISSUED: JANUARY 19, 2012

The State of Ohio, through the Ohio Department of Public Safety Administration Division is requesting a quotation for:

ONE (1) .NET SENIOR PROGRAMMER ANALYST

You are invited to submit a quotation for the service described in this document.

Signed quotation must arrive by 3:00 P.M. FEBRUARY 1, 2012.

Faxed and e-mail quotations are permissible, but must be followed by original documentation no later than February 8, 2012.

Send to:

Mark A. Contosta, CPPO, CPPB
Chief, Purchasing
Ohio Department of Public Safety
1970 W. Broad St., 5th Floor
P.O. Box 182081
Columbus, Ohio 43218-2081
614-752-7823 (fax)
614-752-7876 (phone)

PUBLIC

1 General Overview

1.1 Purpose:

The Ohio Department of Public Safety (ODPS) is soliciting quotations from Offerors to provide one (1) .Net Senior Programmer Consultant (Analyst) to perform application development and technical support functions for the Office of Criminal Justice Services (OCJS), Bureau of Motor Vehicles (BMV), Ohio State Highway Patrol (OSHP), as well as other divisions of the ODPS.

The Consultant will be responsible for the support and development of different web-based and Windows-based applications. The Consultant will be responsible for supporting and debugging the OCJS Grants Management System, which is used by law enforcement agencies to apply for federal grants and for OCJS staff to administer and award grants. In addition, the Consultant will work on .NET and SharePoint development projects as assigned. Please see the "Scope of Work" (SOW) section of this document for additional detail.

If a suitable offer is made in response to this Request for Quotation (RFQ), the State of Ohio ("State") may enter into a contract (the "Contract") to have the selected Offeror (the "Contractor") perform the Work (described in the General Overview and Scope of Work). This RFQ provides details on what is required to submit a quotation for the Work, how the State will evaluate the quotations, and what will be required of the contractor in performing the Work.

Once awarded, the term of the Contract will be from the award date through June 30, 2012 for a maximum of seven hundred twenty (720) hours and a maximum of two thousand (2,000) hours from July 1, 2012 through June 30, 2013. This Contract may be extended by written mutual agreement between the ODPS and the Contractor, at the offered hourly rate, for two (2) one (1) year extensions of two thousand (2,000) hours, subject to and contingent upon the discretionary decision of the Ohio General Assembly to appropriate funds for this Contract in the new biennium. The State may renew all or part of this Contract subject to the satisfactory performance of the Contractor and the needs of the ODPS. The awarded Contractor must maintain a valid State Term Schedule Contract (STS) for the length of this contract. The maximum length of the contract must not exceed June 30, 2015.

Each proposal offered is to be for one (1) candidate. A firm desiring to submit more than one (1) proposal must submit a separate proposal for each candidate being proposed. An Offeror may submit as many proposals as desired.

The ODPS will select one (1) qualified resource from the lowest responsive and responsible Offeror submitting a quotation.

This RFQ also gives the estimated dates for the various events in the submission process, selection process, and performance of the work. While these dates are subject to change, prospective Offerors must be prepared to meet them as they currently stand. Any failure to meet a deadline in the submission or evaluation phases and any objection to the dates for performance in the work phase may result in the State refusing to consider the proposal of the Offeror.

1.2 Background:

The OCJS Grants system (web-based, C-sharp (C#) and Visual Basic (VB), Structured Query Language (SQL) Server 2005, .NET framework v.2.0, v.3.0) is used by law enforcement agencies across the state of Ohio to apply for federal grants. The system is also used by the OCJS administration staff to administer and award federal grants.

The Law Enforcement Officer's Toolkit (LEOT) is a Windows application, written in VB, MS Access DB backend, and was developed by the OCJS division, for Ohio law enforcement agencies in need of a records management system. The LEOT allows users to manage information on offense reports, arrests, citations, crash reports, property items and investigator notes, as well as provides a master name index and other search capabilities. The application is currently being used by over three hundred (300) law enforcement agencies in Ohio, which includes the divisions outlined in Section 1.1, twenty-six (26) of which are Sheriff's Offices.

1.3 Objective:

The objectives of the Consultant are to:

- 1.1.1 Provide technical services to the ODPS Information Technology Office (ITO) and the business units it supports;
- 1.1.2 Follow the directions of the ODPS ITO management staff and project leads;
- 1.1.3 execute projects and tasks as assigned;
- 1.1.4 Adhere to the ODPS application architecture and development standards; and
- 1.1.5 Conform to the ODPS software development life cycle processes and provide deliverables defined in the SOW as requested.

1.4 Source Code Information:

The State shall own the source code of all software used to provide services under this Contract, excluding third party commercial materials, and the right to use and modify such code to meet the State's needs of this Contract and all renewals. The State agrees that in the event it is advantageous to the State to utilize this software with a subcontractor, the subcontractor will be bound legally and admonished not to sell or give the software to other entities outside the State of Ohio government. Any enhancements created by the Contractor, which are not requested by the ODPS, shall be the sole responsibility of the Contractor.

2 Specifications**2.1 Scope of Work:**

The Consultant will work on application development projects and technical support tasks as assigned. The development environment will be Microsoft .Net framework 2.0, 3.0, and 3.5. This Consultant must have a thorough understanding of Active Server Pages (ASP).net, C#, web services Windows Communications Foundation (WCF), Active Data Objects (ado).net, Transact-SQL (T-SQL), database design, and role based security. The Consultant may also be asked to develop or customize SharePoint-based applications through the use of Visual Studio (VS), Microsoft InfoPath and SharePoint Designer.

The Consultant's responsibilities and assignments may include, but are not limited to, the following:

2.1.1 OCJS Grants System

- 2.1.1.1 The Consultant will provide technical support to grant applicants as well as the OCJS division users. Support coverage will include the modification of SQL Server Reporting Services (SSRS) reports, troubleshooting access issues for grant applicants, making minor code changes to the grants websites.
- 2.1.1.2 In addition, the Consultant will help to decommission the current Grants System and the implementation of a 3rd party replacement application. The Consultant may be requested to perform data conversion, or assist the software vendor who will perform the conversion.

2.1.2 OCJS LEOT Application

- 2.1.2.1 The Consultant will provide technical support to LEOT users in and outside of the ODPS, develop bug fixes and critical enhancements, such as the implementation of the new Ohio Crash Reporting (OH-1) data validation rules. In the event where the application is to be decommissioned, the Consultant will assist with the decommission efforts, the data conversion efforts, as well as the implementation of a replacement application.

2.1.3 .NET and SharePoint Development

2.1.3.1 In addition to performing development and technical support tasks for the OCJS division, the Consultant will also work on .NET development projects for other ODPS divisions as assigned. The role of the Consultant will include collecting business requirements, designing/developing applications which meet the architectural standards established by the ODPS IT and providing detailed system design documentation. The Consultant may also be asked to develop and customize SharePoint-based applications.

2.2 Mandatory, Required and Preferred Qualifications:

The Offeror is to provide one (1) Consultant that will work onsite at the Ohio Department of Public Safety's facility, Shipley Building, 1970 W. Broad Street, Columbus, OH 43223 under the direction of one or more ITO Supervisors. Furthermore, this Consultant must meet the following **Mandatory Requirements** in order to be eligible for further evaluation:

- 2.2.1 Five (5) years verifiable experience as a Senior ASP.Net Web Developer.
- 2.2.2 Three (3) years verifiable experience with .Net Windows Application Development in C#.
- 2.2.3 Five (5) years verifiable experience with SQL Server and Database Design.
- 2.2.4 Two (2) years verifiable experience with Windows Form Development in .Net 2.0.
- 2.2.5 Six (6) months verifiable Data Migration to SQL Server 2008 or later version experience.
- 2.2.6 Six (6) months verifiable Service-oriented Architecture (SOA) Design using WCF Web Services experience.
- 2.2.7 Six (6) months verifiable SQL Server 2008 or later version Reporting experience.
- 2.2.8 Eight (8) years total verifiable IT programmer experience.
- 2.2.9 Six (6) months verifiable experience utilizing SharePoint as either a development platform or as a collaboration tool.
- 2.2.10 Two (2) years verifiable experience utilizing Team Foundation Server (TFS) as a source code repository.
- 2.2.11 One (1) year verifiable experience developing applications.
- 2.2.12 One (1) year of experience with VS 2010.
- 2.2.13 Understanding of how to automate processes using SQL Server Integration Services (SSIS).
- 2.2.14 Experience converting legacy databases to SQL Server 2008.

It is **preferred**, but not required, that the consultant has one or more of the following program experiences:

- 2.2.15 Understanding of Ohio Crash Reporting.
- 2.2.16 Experience with the National Information Exchange Model (NIEM).
- 2.2.17 Experience with the Bureau of Criminal Identification and Investigation (BCI&I) Standard Format for Electronic Fingerprinting Transmission.
- 2.2.18 Experience with the LEOT.
- 2.2.19 Experience with Incident Based Reporting.

- 2.2.20 Experience with SharePoint development/collaboration model.
- 2.2.21 Experience utilizing SQL SSIS for data Extract, Transform, and Load (ETL) tasks.
- 2.2.22 Experience utilizing automated testing functionality available in VS 2010.

Experience, including environments, must be fully documented.

This project requires the resource to collaborate with supporting resources across business and/or functional lines. The resource is required to have good oral and written skills. Additionally, the resource must have good organizational skills, proven analytical, planning, problem solving, and decision-making skills. It is required that the resource is knowledgeable in the English language and speak clearly and understandably using the English language.

During the interview process with the ODPS staff, the resource consultant(s) must demonstrate competence/experience in their specific area(s) of project assignment. The resource's experience must also be documented for review and verification. Offered resources not showing technical or functional competency/experience will be reason to reject the Offeror's proposal. It is the responsibility of the Offeror to pre-screen their candidates to ensure compliance.

2.3 The ODPS State Work Support Requirements:

- 2.3.1 The following items will be provided to the selected Offeror by the ODPS point of contact as determined by the Offeror's quotation.
 - 2.3.1.1 Any reasonable request for access to the ODPS places of business.
 - 2.3.1.2 Help in setting up interview access with the ODPS personnel.
- 2.3.2 The Offeror must describe the support it wants from the State to accomplish the project other than what the State has offered elsewhere in this Scope of Work. Specifically, the Offeror must address the following:
 - 2.3.2.1 Nature and extent of State support required;
 - 2.3.2.2 Assistance from State staff and the experience/qualification level required; and
 - 2.3.2.3 Other support requirements.
- 2.3.3 The State may not be able or willing to provide the additional support the Offeror lists in this part of its RFQ response. The Offeror must therefore indicate whether its request for additional support is a requirement for its performance. If any part of the list is a requirement, the State may reject the Offeror's response if the State is unwilling or unable to meet the requirements.
- 2.3.4 The State will provide a workstation for the consultant during the life of this contract. Workstations consist of a work pod, chair, telephone, computer, and connection to the State's network, which provides access to the Internet.

(The following table assumes that the vendor will be selected by 2/10/2012, will begin work on 2/22/12 and complete the work by 06/30/2013).

2.4 Estimated Schedule:

RFQ Release	January 19, 2012
Inquiry Period Begins	January 20, 2012
Inquiry Period Ends	January 30, 2012
RFQ opening	February 1, 2012 at 3:00 p.m. EST
Interviews Conducted	February 6 – February 10, 2012
Selection of Contractor/Approval Package to DAS	February 10, 2012
DAS approval and sanction of Award	February 17, 2012
Anticipated Award Date	February 21, 2012
Anticipated Start Date	February 22, 2012

3 Supplemental Terms and Conditions

3.1 Contractual Obligations:

The terms and conditions for the services to be performed are in accordance with the contractual obligations established by the ODPS.

3.2 Contract Term:

Once awarded, the term of the Contract will be from the award date through June 30, 2012 for a maximum of seven hundred twenty (720) hours and a maximum of two thousand (2,000) hours from July 1, 2012 through June 30, 2013 at the hourly rate shown on Attachment 1 "Quotation/Cost Summary Table". This Contract may be extended by written mutual agreement between the ODPS and the Contractor, at the offered hourly rate, for two (2) one (1) year extensions of two thousand (2,000) hours, subject to and contingent upon the discretionary decision of the Ohio General Assembly to appropriate funds for this Contract in the new biennium. The State may renew all or part of this Contract subject to the satisfactory performance of the Contractor and the needs of the ODPS. The awarded Contractor must maintain a valid State Term Schedule Contract (STS) for the length of this contract. The maximum length of the contract must not exceed June 30, 2015.

3.3 Compensation:

The Contractor will not submit more than one (1) invoice for work performed within a thirty (30)-day period. In order to be considered a proper invoice, the Contractor shall include on all invoices the proper vendor identification number, purchase order number, and total cost of services; and submit an original and three (3) copies monthly to:

Ohio Department of Public Safety
Attn: Fiscal Services
P.O. Box 16520
Columbus, Ohio 43216-6520

3.4 Sub-contracting:

Sub-contracting will be allowed only with prior written approval from the ODPS.

3.5 Background Check:

A routine background check, at the ODPS expense, will be performed on the designated contact person(s) for assignment to this Contract. The designated contact person(s) will be required to complete an "Unclassified Exempt Employees Background Information Form" furnished by the ODPS. Failure to pass the background check will result in immediate dismissal of the consultant, whereupon, the Offeror must submit replacement consultant(s) with equal or better qualifications within the time limits as set forth in 3.7 Replacement Personnel of this RFQ (See Attachment 13 "Unclassified Exempt Employees Background Information Form").

3.6 Replacement Personnel:

The quality and professional credentials of the proposed resource(s) submitted in the Offeror's quotation were material factors in the State's decision. The Contractor may not remove the proposed resource(s) from the work without the prior, written consent of the State, for the duration of the Contract, including any extensions except for reasons listed. If the Contractor removes the proposed resource(s) without prior written consent of the State, the Contractor will be in default and the State may terminate this Contract immediately for cause and without any cure period.

The Contractor may only remove the proposed resource(s) listed in the quotation response for legal or disciplinary reasons. In this event, the Contractor will have seven (7) business days to provide two (2) proposed qualified replacement resource(s) for each resource. The State may reject the proposed replacement resource(s) for the following reasons:

3.6.1 Failure of the resource(s) to meet the Mandatory Requirements and Qualifications identified in this RFQ.

3.6.2 Failure of the Contractor to provide two (2) qualified replacement resource(s) for each removed resource.

If the State rejects the replacement resource(s), the Contractor will be in default and the State may terminate this Contract immediately for cause and without any cure period.

3.7 Nondisclosure Agreement:

Contractors/Consultants may be required to submit a completed and signed Nondisclosure Agreement to the ODPS as soon as possible after the Contractor has been accepted following the interview process but prior to a Purchase Order being issued. If required, failure to provide the required form may result in immediate dismissal of the consultant, whereupon, the Offeror must submit a replacement consultant with equal or better qualifications within the time limits as set forth in 3.7 Replacement Personnel of this RFQ (See Attachment 10, Nondisclosure Agreement).

3.8 Confidentiality and Conduct Agreement:

Contractors/Consultants may be required to submit a completed and signed Confidentiality and Conduct Agreement to the ODPS as soon as possible after the Contractor has been accepted following the interview process but prior to a Purchase Order being issued. Failure to provide the required form may result in immediate dismissal of the consultant, whereupon, the Offeror must submit a replacement consultant with equal or better qualifications within the time limits as set forth in 3.7 Replacement Personnel of this RFQ (See Attachment 11, Confidentiality and Conduct Agreement).

3.9 Work Rules, Policies and Procedure Compliance:

The Contractor agrees, as a condition of being awarded this contract, to require each of its agents, officers, and employees to abide by the State of Ohio and the Ohio Department of Public Safety's policies, work rules, safety rules, or policies regulating the conduct of persons on State property at all times while performing duties pursuant to this contract. Additionally, if the Contractor is using or possessing State data or accessing State networks and systems, the Contractor must comply with all applicable State rules, policies and regulations regarding data security and integrity. And when on any property owned or controlled by the State, the Contractor must comply with all security and safety rules, regulations, and policies applicable to people on those premises. The Contractor agrees and understands that a violation of any of these policies or rules constitutes a breach of the contract and sufficient grounds for immediate termination of the contract by the Ohio Department of Public Safety. The Contractor's Consultant assigned to work on this project will be provided a copy of the Consultant Policy Assignments and is required to sign a verification of receipt and acceptance/compliance within five (5) business days after start of work onsite at the ODPS.

3.10 Equal Opportunity Requirements:

- 3.14.1 The Contractor, and any of its subcontractors, shall comply with the requirements under O.R.C. § 125.111. The Contractor and any of its subcontractors shall not discriminate against anyone because of race, color, religion, creed, sex, age, disability, national origin or ancestry.
- 3.14.2 The Contractor certifies that both the Contractor and any of its subcontractors are in compliance with all applicable federal and state laws, as well as rules and regulations governing fair labor and employment practices.

The ODPS encourages both the Contractor and any of its subcontractors to purchase goods and services from certified Minority Business Enterprise (MBE) and Encouraging Diversity Growth and Equity (EDGE) vendors.

4 Submission of Quotations and Additional Offeror Responsibilities**4.1 Inquiries:**

Offerors may make inquiries regarding this RFQ any time during the inquiry period listed in Section 2.4, Estimated Schedule. To make an inquiry, Offerors must use the following process:

- 4.1.1 Access the State Procurement Web site at <http://www.ohio.gov/procure>;
- 4.1.2 From the Navigation Bar on the left, select "Find It Fast";
- 4.1.3 Select "Doc/Bid/Schedule #" as the Type;
- 4.1.4 Enter "ODPS" and the RFQ Number found on Page 1 of the document;
- 4.1.5 Click "Find It Fast";
- 4.1.6 On the document information page, click "Submit Inquiry";
- 4.1.7 On the document inquiry page, complete the required "Personal Information" section by providing:
- 4.1.7.1 First and last name of the prospective Offeror's representative who is responsible for the inquiry;
 - 4.1.7.2 Name of the prospective Offeror;
 - 4.1.7.3 Representative's business phone number; and
 - 4.1.7.4 Representative's e-mail address.
- 4.1.8 Type the inquiry in the space provided including:
- 4.1.9 A reference to the relevant part of this RFQ;
- 4.1.10 The heading for the provision under question; and
- 4.1.11 The page number of the RFQ where the provision can be found.
- 4.1.12 Click "Submit".
- 4.1.13 Offerors submitting inquiries will receive an immediate acknowledgement that their inquiry has been received as well as an e-mail acknowledging receipt. Offerors will not receive a personalized e-mail response to their question, nor will they receive notification when the question has been answered.

4.1.14 Offerors may view inquiries and responses using the following process:

- 4.1.14.1 Access the State Procurement Web site at <http://www.ohio.gov/procure>;
- 4.1.14.2 From the Navigation Bar on the left, select "Find It Fast";
- 4.1.14.3 Select "Doc/Bid/Schedule #" as the Type;
- 4.1.14.4 Enter "ODPS" and the RFQ Number found on Page 1 of the document;
- 4.1.14.5 Click "Find It Fast";
- 4.1.14.6 On the document information page, click the "View Q & A" button to display all inquiries with responses submitted to date.
- 4.1.14.7 The State will try to respond to all inquiries within forty-eight (48) hours of receipt, excluding weekends and State holidays. The State will not respond to any inquiries received after 8:00 a.m. on the inquiry end date.

When an amendment to this RFQ is necessary less than four (4) days before the RFQ due date, the State may extend the RFQ due date through an announcement. Amendment announcements may be provided any time before 4:00 p.m. on February 1, 2012

4.2 Clarifications:

- 4.2.1 The ODPS may request clarifications on quotations to ensure the quotations are understood by the ODPS.
- 4.2.2 Clarifications shall be requested using e-mail to an address specified in the RFQ response, and clarifications shall be sent to the ODPS as a "reply" to the request for clarification within twenty-four (24) hours (not including weekends or holidays).

4.3 Intentions:

- 4.3.1 It is the intent of the State to describe a complete set of requirements. Any incidental items omitted from these specifications but needed to satisfactorily complete the requirements, must be provided by the Offeror and will be included in the quotation.
- 4.3.2 If the State decides to revise this RFQ before the response due date, addenda will be posted to the Ohio Business Gateway:

<http://www.ohio.gov/procure>

4.3.3 Quotations must be received no later than 3:00 P.M., February 1, 2012. Quotations should be:

Mailed to:	Delivered to:
Mark A. Contosta, CPPO, CPPB Chief, Purchasing Ohio Department of Public Safety 1970 W. Broad St., 5 th floor P.O. Box 182081 Columbus, Ohio 43218-2081	Mark A. Contosta, CPPO, CPPB Chief, Purchasing Ohio Department of Public Safety 1970 W. Broad St., 5 th floor Columbus, Ohio 43223

DELIVERY INSTRUCTIONS

Quotations, whether delivered through U.S.P.S., UPS, FedEx or by hand to the ODPS must be complete, cover page of the original quotation signed in blue ink, envelope sealed with the RFQ number and title clearly marked on the outside of the envelope or box.

Included in the sealed package, the Offeror must also submit one (1) copy of the Quotation on CD-ROM in Microsoft Word, Microsoft Excel, and PDF format as appropriate. In the event there is a discrepancy between the hard copy and the electronic copy, the hard copy will be the official Quotation.

If delivering the quotation in person to the ODPS, come to the loading docks on the South side of the building. There is a door to the immediate right of the right most loading bay. Next to the door is a bell to ring for service. Deliver the quotation to the ODPS mail room. Make sure the time and date of delivery is noted on the quotation and logged by the person receiving the envelope. If any problems are encountered, in the delivery, and to verify receipt of the quotation call Christina Lochbaum at (614) 466-3073. Attempts to deliver to the Highway Patrol Officer at the front desk of the Customer Service Center, as in the past, will be refused. The quotations will be received between the hours of 8:00 A.M. and 4:00 P.M. (3:00 P.M. on February 1, 2012) Monday through Friday.

Upon receipt by the ODPS Purchasing, all quotations will be time and date stamped. Postmarks or other times/dates appearing on the quotation envelope will not be considered as the official time/date of receipt. An RFQ response submitted with insufficient postage or C.O.D. will not be accepted.

A facsimile of an offer will be considered, but an originally signed copy (signature to be in Blue Ink) of the offer must be received within seven (7) days after the quotation opening. Any other mode of transmitting a quotation to the ODPS shall not be considered a valid quotation.

4.4 Mandatory Content of RFQ Response:

RFQ Response Cover Letter:

The Offeror must HAND SIGN AND DATE THE RFQ COVER LETTER IN BLUE INK before submitting the quotation. The RFQ cover letter shall be on company letterhead, include an original signature in Blue Ink, and state the total dollar amount and hours to be worked by each listed candidate of the submitted quotation.

Quotation /Cost Summary:

Offerors will complete the Quotation/Cost Summary form/table found in (Attachment 1) and identify all consultants and costs associated with performing the work. The ODPS is expecting that the rates quoted shall be significantly discounted from the State Term Schedule (STS) rates. The Offeror will provide and attach a comparison of their approved STS rates and the discounted rates included in the RFQ response.

Offerors may not reformat these forms. Each Offeror must complete the Cost Summary forms in the exact format provided. Any reformatting may cause the State to reject the Offeror's quotation.

These forms and associated instructions are what the State projects as the final Cost Summary forms at the present time. The State reserves the right to modify the Cost Summary forms and instructions at the time qualified Offerors are invited to submit their not-to-exceed fixed price quotation. Completed Cost Table forms are to be provided when the quotations are submitted.

Offerors are to copy as many forms as are needed, and page number each sheet in the upper right hand corner. If there is any doubt as to which page a particular item should be recorded under, Offerors are to use their discretion. The important thing is that the item is listed and accounted for, not particularly where it is listed so that all costs are identified. The dollar amounts listed by the Offerors must represent a NOT-TO-EXCEED FIXED PRICE.

The State will not be liable for any costs the Offeror does not identify in its response to this RFQ (Attachment 1) and identify all costs associated with performing the work. The ODPS is expecting that the hourly rates quoted shall be significantly discounted from the STS rates. The Offeror will provide and attach a comparison of their approved STS rates and the discounted rates included in the RFQ response.

4.4.1 Mandatory, Required and Preferred Requirements and Qualifications/Personnel Profile Summaries:

The Offeror shall detail the Offeror and proposed resource(s) meet the mandatory and preferred requirements in their response to this RFQ (Attachment 4). The resource(s) must meet the mandatory minimum requirements in order to be eligible for consideration as identified and set forth in Section 2.2. The State will not consider overlapping months of experience toward meeting the experience requirements.

Experience, including environments, must be fully documented.

This project requires the resource to collaborate with supporting resources across business and/or functional lines. The resource is required to have good oral and written skills. Additionally, the resource must have good organizational skills, proven analytical, planning, problem solving, and decision-making skills. It is required that the resource is knowledgeable in the English language and speak clearly and understandably using the English language.

During the interview process with the ODPS staff, the resource consultant(s) must demonstrate competence/experience in their specific area(s) of project assignment. The resource's experience must also be documented for review and verification. Offered resources not showing technical or functional competency/experience will be reason to reject the Offeror's proposal. It is the responsibility of the Offeror to pre-screen their candidates to ensure compliance.

Each RFQ response must include a profile for each Consultant offered for the proposed ODPS Project.

4.4.1.1 References: Provide at least three (3) references for which each proposed resource has successfully demonstrated meeting the requirements of the Scope of Work on a project of similar size and scope in the previous five (5) years. The name of the person to be contacted, phone number, organization, address, brief description of project size and complexity, and dates (month and year) of employment must be given for each reference. Each resource must provide a list of professional references that can attest to his/her specific qualifications. The references given should be a person the candidate reported to and not a co-worker.

If less than three (3) references are provided, the Offeror must include information as to why less than three (3) references were provided. The State may disqualify the quotation if less than three (3) references are given (Attachment 2).

4.4.1.2 Education and Training: This section must be completed to list the education and training for each proposed candidate and will demonstrate, in detail, the proposed candidate's ability to properly execute the contract based on the relevance of the education and training to the requirements of the Scope of Work (Attachment 3).

4.4.1.3 Resume: Each candidate's resume must follow/support the above criteria and show how the candidate meets the qualifications listed for the position in the SOW (Attachment 4).

4.4.1.4 Mandatory Experience and Qualifications: The offeror must complete this section to show how a resource meets the mandatory experience requirements, if any are applicable to that resource. If any resource does not meet the mandatory requirements for the position the resource is proposed to fill, the offeror's Quotation may be rejected as non-responsive (Attachment 4).

4.4.1.5 Required and Preferred Experience and Qualifications. The offeror must complete this section, if applicable, to show how its resource meets the experience requirements (Attachment 4).

For each form submitted, the offeror must provide the following information:

Candidate's Name.

Contact Information. The offeror must provide a client contact name, title, phone number, email address, organization name, and mailing address. The offeror also must include the same information for an alternate client contact, in case the State cannot reach the primary contact. Failure to provide this information or providing information that is inaccurate or out of date may result in the State not including the reference in the evaluation process or rejecting the offeror's Quotation. The contact information given must be for a person within the client's organization and not a co-worker or a contact within the offeror's organization, subsidiaries, partnerships, etc.

Dates of Experience. The offeror must complete this section with a beginning month and year and an ending month and year to show the length of time the candidate performed the technical experience being described, not just the length of time the candidate worked for the organization.

Description of the Related Service Provided. The State does not assume that, since the technical requirement is provided at the top of the page, all descriptions on that page relate to that requirement. Offerors must reiterate the technical experience being described, including the capacity in which the experience was performed and the role of the candidate in the work as it relates to the work covered by this RFQ. It is the offeror's responsibility to customize the description to clearly substantiate the candidate's qualification.

The candidate's work experience must be listed separately and completely every time it is referenced, regardless of whether it is on the same or different pages of the form.

4.4.2 Resource(s) Interview/Time Commitment:

The Offeror must agree to submit the referenced consultant for interviews, in person at the ODPS discretion, during the period February 6, 2012 – February 10, 2012. **No telephone interviews will be permitted. All interviews must be in person at the Ohio Department of Public Safety, Shipley Building, 1970 West Broad Street, Columbus, Ohio 43223.**

The Offeror must submit a statement and chart that clearly indicate the time commitment of each proposed consultant to this assignment. The evaluation committee may reject any quotation that commits any proposed consultant to other projects/assignments during the term of the ODPS Project if the committee believes that doing so will be detrimental to the Offeror's performance.

During the interview process the consultant must demonstrate their competency in their specific area(s) of project assignment. Additionally, the consultant must demonstrate excellent oral and written communication skills, knowledge in the English language, and their ability to speak clearly and understandably using the English language.

4.4.3 Offeror's Profile/Experience:

Each quotation must include a profile of the Offeror's relevant experience working on projects similar to this Project. The profile must also include the Offeror's legal name, address, and telephone number; home office location; date established; ownership (such as public firm, partnership, or subsidiary); firm leadership (such as corporate officers or partners); number of years in business, number of employees; number of employees engaged in work directly related to the Project; corporate information which demonstrates the depth of the company and the Offeror's ability to provide support and backup for proposed personnel and any other background information that will help the evaluation committee gauge the ability of the Offeror to successfully complete the Project (Attachments 5 and 6).

4.4.4 Offeror References:

The Offeror must include at least three (3) references for which the Offeror has successfully provided services on projects that were similar in their nature, size, and scope to this Project. These references must be from projects that were completed within the previous five (5) years.

The State is interested in the Offeror's performance and responsibility in projects such as Public Safety's. References provided must agree to be interviewed by the State concerning the Offeror's products and services. Failure to provide three references may result in disqualification of quotation.

The following information is required for each reference:

4.4.4.1 Customer's name and address.

4.4.4.2 Contact name, title, and current phone number.

4.4.4.3 Date contract began and date completed.

4.4.4.4 Summary of the scope of the project and an explanation as to the relevance or similarity to this project and the type of reference being requested (Attachment 7).

4.3.4 Contract Performance:

The Offeror must provide the contract performance information for the past seven (7) years (Attachment 8).

4.3.5 A Contract between the ODPS and the Contractor:

The Offeror must submit a completed and signed contract signature page (Attachment 9).

4.3.6 Executive Order 2011-12K, Banning the Expenditure of Public Funds for Offshore Services:

The Offeror must submit a completed and signed Contractor / Subcontractor Affirmation and Disclosure (Attachment 12).

5 Evaluation**5.1 Review of Quotations:**

An evaluation team has been formed to determine the responsiveness of the quotations. The team shall be comprised of the ODPS personnel.

5.2 Rejection of any/all Quotations:

5.2.1 The ODPS may reject any quotations, in whole or in part, and may determine that any irregularities or deviations from the specifications do not result in determining the quotation is non-responsive. The Chief of Purchasing will wave irregularities or deviations only if doing so does not affect the amount of the quotation or result in an unfair competitive advantage to any Offeror.

5.2.2 The ODPS reserves the right to disqualify an Offeror's response and any quotations for the following reasons:

5.2.2.1 Failure to provide a signed original quotation (signature in Blue Ink).

5.2.2.2 Late RFQ responses.

5.2.2.3 Failure to provide required information and/or meet specifications.

5.2.2.4 Failure to offer services completely covered by a current State Term Schedule with the State of Ohio.

5.2.3 In addition, should the quotations exceed the planned budget for this service; the ODPS may reject the quotations or try to negotiate a lower price.

5.3 Evaluation Criteria:

Factors that will determine the most responsive quotation shall be the costs and the evaluation factors listed below in order of importance. Factors include, but, are not limited to, the following:

5.3.1 Offerors proposed candidate(s) experience and skills.

5.3.2 Offeror profile.

5.3.3 Offeror references demonstrating the ability to complete this project based upon similar previous experience.

5.3.4 Offeror's expected ODPS personnel staffing commitment to complete this Project within the expected timeframe.

5.4 Basis of Award:

The award will be made to the lowest, responsive and responsible Offeror meeting or exceeding the qualifications specified in this RFQ.

ATTACHMENT 1

QUOTATION/COST SUMMARY TABLE

Offerors will complete the Quotation/Cost Summary table, below, and identify all costs associated with performing the work. The ODPS is expecting that the hourly rates quoted shall be significantly discounted from the STS rates.

The Offeror shall include the working title, hourly rate, and total cost for the individual proposed in response to this Scope of Work. The following table is provided to assist in providing this information.

(The following tables assume that the vendor will be selected by February 10, 2012, will begin work on or about February 22, 2012 and complete the work by within June 30, 2013).

OHIO STS-033 Schedule Number: _____ **Current Expiration Date:** _____

Individual(s)	Senior Programmer Analyst (See Note 1)	STS Hourly Rate	Disc. Rate	Offered Hourly Rate	Est. Hrs (See Note 2)	Extended Cost (See Note 3)
		\$	%	\$	720	
FY12 total not-to-exceed Hours & Amount					720	
		\$	%	\$	2,000	
FY13 total not-to-exceed Hours & Amount					2,000	

- Note 1:** Staffing position title must match categories listed and approved on the current Ohio STS identified above.
- Note 2:** Total aggregate hours must not exceed the hours proposed for completion of this project in FY12 and FY13.
- Note 3:** All supply costs will be at the expense of the Offeror.

ATTACHMENT 2

CANDIDATE(S) REFERENCES

Candidate's Name:		
Three (3) professional references who have received services from the candidate in the past five (5) years.		
Company Name:	Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of project size, complexity and the candidate's role in this project.		

Company Name:	Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of project size, complexity and the candidate's role in this project.		

Company Name:	Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of project size, complexity and the candidate's role in this project.		

Note: A routine background check will be processed by the ODPS as soon as possible after the candidate has been accepted. Failure to pass the background check may result in immediate dismissal of the candidate; whereupon, the Offeror must submit a replacement candidate within the time limits as set forth in 3.7 Replacement Personnel of this RFQ.

ATTACHMENT 3

CANDIDATE(S) EDUCATION AND TRAINING

Candidate's Name:			
This section must be completed to list the education and training of the proposed candidate(s)			
Education and Training	Months/Years	Where Obtained	Degree/Major Year Earned
College			
Technical School			
Other Training			

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) MANDATORY REQUIREMENT 2.2.1: Five (5) years verifiable experience as a Senior ASP.Net Web Developer.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) MANDATORY REQUIREMENT 2.2.2: Three (3) years verifiable experience with .Net Windows Application Development in C#.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) MANDATORY REQUIREMENT 2.2.3: Five (5) years verifiable experience with Structured Query Language (SQL) Server and Database Design.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) MANDATORY REQUIREMENT 2.2.4: Two (2) years verifiable experience with Windows Form Development in .Net 2.0.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) MANDATORY REQUIREMENT 2.2.5: Six (6) months verifiable Data Migration to SQL Server 2008 or later version experience.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) MANDATORY REQUIREMENT 2.2.6: Six (6) months verifiable SOA Design using WCF Web Services experience.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) MANDATORY REQUIREMENT 2.2.7: Six (6) months verifiable SQL Server 2008 or later version Reporting experience.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) MANDATORY REQUIREMENT 2.2.8: Eight (8) years total verifiable IT programmer experience.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) MANDATORY REQUIREMENT 2.2.9: Six (6) months verifiable experience utilizing SharePoint as either a development platform or as a collaboration tool.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) MANDATORY REQUIREMENT 2.2.10: Two (2) years verifiable experience utilizing TFS as a source code repository.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) MANDATORY REQUIREMENT 2.2.11: One (1) year verifiable experience developing applications.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) MANDATORY REQUIREMENT 2.2.12: One (1) year of experience with VS 2010.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) MANDATORY REQUIREMENT 2.2.13: Understanding of how to automate processes using SSIS.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) MANDATORY REQUIREMENT 2.2.14: Experience converting legacy databases to SQL Server 2008.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) PREFERRED REQUIREMENT 2.2.15: Understanding of Ohio Crash Reporting.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) PREFERRED REQUIREMENT 2.2.16: Experience with the NIEM.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) PREFERRED REQUIREMENT 2.2.17: Experience with the Bureau of Criminal Identification and Investigation (BCI&I) Standard Format for Electronic Fingerprinting Transmission.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) PREFERRED REQUIREMENT 2.2.18: Experience with the LEOT.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) PREFERRED REQUIREMENT 2.2.19: Experience with Incident Based Reporting.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) PREFERRED REQUIREMENT 2.2.20: Experience with SharePoint development/collaboration model.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) PREFERRED REQUIREMENT 2.2.21: Experience utilizing SSIS for data ETL tasks.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 4

CANDIDATE(S) EXPERIENCE REQUIREMENT

Candidate's Name:		
SENIOR PROGRAMMER CONSULTANT (ANALYST) PREFERRED REQUIREMENT 2.2.22: Experience utilizing automated testing functionality available in VS 2010.		
Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related services provided:		

Client's Company Name:	Client's Project Supervisor Contact Name:	
Address:	Phone Number:	
Project Name:	Beginning Date of Project Month/Year:	Ending Date of Project Month/Year:
Description of the related service provided:		

ATTACHMENT 7

OFFEROR CUSTOMER REFERENCE FORM

Reference No. One		
Company Name:		Telephone:
Contact Name:		Extension:
City, State, & Zip:		
Program Name:		
Dates of Service:		
Description of Related Service Provided:		

Reference No. Two		
Company Name:		Telephone:
Contact Name:		Extension:
City, State, & Zip:		
Program Name:		
Dates of Service:		
Description of Related Service Provided:		

Reference No. Three		
Company Name:		Telephone:
Contact Name:		Extension:
City, State, & Zip:		
Program Name:		
Dates of Service:		
Description of Related Service Provided:		

ATTACHMENT 8**CONTRACT PERFORMANCE**

The Offeror must provide the following information for this section for the past seven years. Please indicate yes or no in each row.

Yes/No	Description
	Whether the Offeror has had a contract terminated for default or cause. If so, the Offeror must submit full details, including the other party's name, address, and telephone number.
	Whether the Offeror has been assessed any penalties in excess of five thousand dollars (\$5,000), including liquidated damages, under any of its existing or past contracts with any organization (including any government entity). If so, the Offeror must provide complete details, including the name of the other organization, the reason for the penalty, and the penalty amount for each incident.
	Whether the Offeror was the subject of any governmental action limiting the right of the Offeror to do business with that entity or any other governmental entity.
	Whether trading in the stock of the company has ever been suspended with the date(s) and explanation(s).
	Whether the Offeror, any officer of the Offeror, or any owner of a 20% interest or greater in the Offeror has filed for bankruptcy, reorganization, a debt arrangement, moratorium, or any proceeding under any bankruptcy or insolvency law, or any dissolution or liquidation proceeding.
	Whether the Offeror, any officer of the Offeror, or any owner with a 20% interest or greater in the Offeror has been convicted of a felony or is currently under indictment on any felony charge.

If the answer to any item is affirmative, the Offeror must provide complete details about the matter. While an affirmative answer to any of these items will not automatically disqualify an Offeror from consideration, at the sole discretion of the evaluation committee, such an answer and a review of the background details may result in a rejection of the Offeror's proposal. The committee will make this decision based on its determination of the seriousness of the matter, the matter's possible impact on the Offeror's performance on the project, and the best interests of the State.

ATTACHMENT 9

A CONTRACT BETWEEN
THE OHIO DEPARTMENT OF PUBLIC SAFETY
AND

(CONTRACTOR)

THIS CONTRACT, which results from **RFQ 12-194, One (1) .Net Senior Programmer Analyst**, is between the State of Ohio, Department of Public Safety (the "State"), and _____ (the "Contractor").

If this RFQ results in a contract award, the Contract will consist of this RFQ including all attachments, written amendments to this RFQ, the Contractor's proposal, and written, authorized amendments to the Contractor's proposal. It will also include any materials incorporated by reference in the above documents and any purchase orders and change orders issued under the Contract. The form of the Contract is this one page attachment to the RFQ, which incorporates by reference all the documents identified above. The terms and conditions for the Contract are contained in this RFQ. If there are conflicting provisions between the documents that make up the contract, the order of preference for the documents is as follows:

1. This RFQ, as amended;
2. The documents and materials incorporated by reference in the RFQ;
3. The Contractor's proposal, as amended, clarified, and accepted by the state; and
4. The documents and materials incorporated by reference in the Contractor's proposal.

Notwithstanding the order listed above, purchase orders, change orders, and amendments issued after the contract is executed may expressly change the provisions of the contract. If they do so expressly, then the most recent of them will take precedence over anything else that is part of the contract.

This contract has an effective date of the later of _____, 2012, or the occurrence of all conditions precedent specified in the Terms and Conditions.

IN WITNESS WHEREOF, the parties have executed this Contract as of the dates below.

CONTRACTOR

STATE OF OHIO
DEPARTMENT OF PUBLIC SAFETY

By:

By: Thomas P. Charles, Director

Title:

Ohio Department of Public Safety

Date:

Date:

ATTACHMENT 10**NONDISCLOSURE AGREEMENT**

This Nondisclosure Agreement ("**Agreement**") is made this ____ day of _____, 20_____

by _____ ("**Contractor**")

WHEREAS, Contractor holds a position of trust relative to the information received during the performance of the work on the project. By executing this Agreement, Contractor acknowledges and recognizes the responsibility entrusted to Contractor and to the state of Ohio in preserving the security and confidentiality of the information.

NOW THEREFORE, Contractor agrees as follows:

1. The term "**Confidential Information**" shall mean any and all information which is disclosed by the State verbally, electronically, visually, or in a written or other tangible form that is not generally disclosed to the public, including but not limited to, trade secrets, computer programs, software, software manuals and documentation, technology, systems, source code, databases, applications, engine protocols, routines, models, displays and manuals, including, without limitation, the selection, coordination and arrangement of the contents thereof, formulas, data, inventions, methodologies, algorithms, techniques, processes, research activities and plans, marketing and sales plans, strategic plans, forecasts, training materials, pricing and pricing strategies, methods of operation, internal controls, security procedures, third party confidential information, customer lists, unpublished financial information, and personal information such as social security numbers, home addresses, telephone numbers, emergency contact information, and any other personal information.
2. Contractor warrants and agrees to keep Confidential Information in strict confidence and shall not disclose it to any third party. Contractor shall use Confidential Information in a manner consistent with the terms of this Agreement and only in furtherance of the work on the project. Contractor's internal disclosure of Confidential Information shall be only to those employees, contractors or agents having a need to know such information in connection with this Agreement and only insofar as such persons are bound by a nondisclosure agreement consistent with this Agreement. Contractor shall promptly notify the State of any unauthorized disclosure or use of Confidential Information by any person and/or entity. Upon termination of this Agreement, or the State's written request, the Contractor shall cease use of the Confidential Information and immediately return all tangible Confidential Information to the State. With respect to Confidential Information stored in electronic form, the Contractor shall delete all such Confidential Information from its systems and certify in writing to the State that such information has been deleted.
3. This Agreement imposes no obligation upon Contractor with respect to Confidential Information which Contractor can establish by legally sufficient evidence that such information: (a) was, prior to receipt from the State, in the possession of, or was rightfully known by Contractor, without an obligation to maintain its confidentiality; (b) is or becomes generally known to the public without violation of this Agreement or without a violation of an obligation of confidentiality owed to the State; (c) is obtained by Contractor in good faith from a third party having the right to disclose it without an obligation of confidentiality; or (d) is independently developed by Contractor without the use of or reference to the Confidential Information. Contractor may disclose Confidential Information in accordance with valid judicial or other governmental order, provided that Contractor shall have given the State reasonable notice and opportunity to object prior to such disclosure, will seek confidential treatment of the information disclosed, and shall comply with any applicable protective order or equivalent.
4. The Confidential Information is provided "as-is" and the State makes no representation or warranty of any kind, express or implied, with respect to the suitability, accuracy or non-infringement of third party rights. The State shall at all times retain sole and exclusive title to, ownership of, all rights in and control over the use of all its Confidential Information. Contractor agrees that nothing in this Agreement is intended to grant any rights or license under any intellectual property rights of the State, nor shall this Agreement grant Contractor any rights in or to the Confidential Information, except the limited right to use such information in accordance with this Agreement.

5. Contractor will be liable for the disclosure of Confidential Information whether the disclosure is intentional, negligent, or accidental, and that breach of this Agreement may result in Contractor and Contractor's organization being prohibited from participating in any future work with the Ohio Department of Public Safety.

6. This Agreement constitutes the entire agreement and supersedes all prior understandings and agreements concerning this subject matter. All additions or modifications to this Agreement must be in writing and signed by the authorized representatives of both parties. This Agreement shall be governed by the laws of the state of Ohio, excluding choice of law principles. Contractor acknowledges that monetary damages may not be sufficient remedy for unauthorized use or disclosure of Confidential Information, or for breach of this Agreement, and the State shall be entitled, without waiving any other rights or remedies, to such injunctive or equitable relief as may be deemed proper by a court of competent jurisdiction.

Contractor has read and understands this Nondisclosure Agreement. Contractor's signature below indicates Contractor's agreement to all of the above terms.

BY: _____ TITLE: _____

SIGNATURE: _____ DATE: _____

Attachment 11

CONFIDENTIALITY AND CONDUCT AGREEMENT

As part of this engagement by you with the state of Ohio, you hold a position of trust relative to the information received during the performance of the work. By executing this Confidentiality and Conduct Agreement, you acknowledge and recognize the responsibility entrusted to you and to the state of Ohio in preserving the security and confidentiality of the information.

I will not disclose any confidential and/or sensitive information to third parties, unless otherwise authorized in writing by the State to do so.

I will use any confidential or sensitive information solely to do the work.

I will restrict circulation of confidential and/or sensitive information within my organization and then only to people in my organization that have a need to know to do the Work.

Title to confidential and/or sensitive information and all related materials and documentation the State delivers to me will remain with the State.

I will be liable for the disclosure of such information whether the disclosure is intentional, negligent, or accidental.

I will not incorporate any portion of any confidential and/or sensitive information into anything, other than a Deliverable, and will have no proprietary interest in any of the confidential and/or sensitive information.

I will return all originals of any confidential information and destroy any copies I have made on termination or expiration of this project.

I will destroy any sensitive information (notes, work documents, documentation, etc.) that I have accumulated while doing the Work upon termination or expiration of this project.

I understand that I am not a representative of the state of Ohio and will not represent myself as such unless requested in writing by the State.

I understand that breach of this Agreement may result in my organization and I being prohibited from participating in any future work related to this project.

I have read and understand the Confidentiality and Conduct Agreement. My signature below indicates my agreement to all of the above terms.

BY: _____
(PLEASE PRINT)

TITLE: _____

SIGNATURE: _____

DATE: _____

ATTACHMENT 12

CONTRACTOR/SUBCONTRACTOR AFFIRMATION AND DISCLOSURE

By the signature affixed to this response, the Bidder/Offeror affirms, understands and will abide by the requirements of Executive Order 2011-12K. If awarded a contract, the Bidder/Offeror becomes the Contractor and affirms that both the Contractor and any of its subcontractors shall perform no services requested under this Contract outside of the United States. The Executive Order is attached and is available at the following website: <http://www.governor.ohio.gov/Default.aspx?tabid=1495>.

The Bidder/Offeror shall provide all the name(s) and location(s) where services under this Contract will be performed in the spaces provided below or by attachment. Failure to provide this information as part of the response will deem the Bidder/Offeror not responsive and no further consideration will be given to the response. Bidder/Offeror's offering will not be considered. If the Bidder/Offeror will not be using subcontractors, indicate "Not Applicable" in the appropriate spaces.

1. Principal location of business of Contractor:

(Address) (City, State, Zip)

Name/Principal location of business of subcontractor(s):

(Name) (Address, City, State, Zip)

(Name) (Address, City, State, Zip)

2. Location where services will be performed by Contractor:

(Address) (City, State, Zip)

Name/Location where services will be performed by subcontractor(s):

(Name) (Address, City, State, Zip)

(Name) (Address, City, State, Zip)

3. Location where state data will be stored, accessed, tested, maintained or backed-up, by Contractor:

(Address) (Address, City, State, Zip)

Name/Location(s) where state data will be stored, accessed, tested, maintained or backed-up by subcontractor(s):

(Name) (Address, City, State, Zip)

ATTACHMENT 12

CONTRACTOR/SUBCONTRACTOR AFFIRMATION AND DISCLOSURE (CONT)

4. Location where services to be performed will be changed or shifted by Contractor:

(Address)

(Address, City, State, Zip)

Name/Location(s) where services will be changed or shifted to be performed by subcontractor(s):

(Name)

(Address, City, State, Zip)

NAME: _____
(PLEASE PRINT)

TITLE: _____

SIGNATURE: _____

DATE: _____

List any felony or misdemeanor convictions in the past ten years, the date of convictions, and the city and state of such convictions.
List any traffic citations or accidents in the past five years, excluding parking infractions. Include the date of citations or accidents, and the city and state of such citations or accidents.
List any disciplines or actions taken against you for a breach of ethics or unprofessional conduct.
Briefly describe any other information which could prevent you from acting in the best interest of the state, or which could be an embarrassment to the state if disclosed.
List any pending civil suits in which you are a plaintiff or defendant, and any unresolved bankruptcy actions in which you are a debtor.
Are you currently in arrears on any court-ordered child support payments? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please explain.
*Within the past three years, have you been assessed a penalty for failure to file a timely federal or state personal income tax return or for failure to pay taxes owed? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please explain.

IF YOU HAVE BEEN HIRED FOR A POSITION INVOLVING FISCAL RESPONSIBILITY, PERSONNEL MATTERS, CONTRACT PROCUREMENT, OR YOU SUPERVISE SUCH EMPLOYEES, PLEASE COMPLETE THE NEXT TWO SECTIONS OF THIS FORM.

List any current outstanding debts over \$10,000.

List any current outstanding judgments or garnishments against you.

PLEASE READ THE FOLLOWING CAREFULLY BEFORE SIGNING THIS STATEMENT.

I, _____, CERTIFY THAT ALL OF THE ANSWERS AND STATEMENTS ON THIS FORM ARE TRUE, COMPLETE, AND CORRECT TO THE BEST OF MY KNOWLEDGE AND ARE MADE IN GOOD FAITH.

I UNDERSTAND THAT I AM AN UNCLASSIFIED EMPLOYEE SERVING AT THE PLEASURE OF THE DIRECTOR, AND THAT I CAN BE REMOVED AT ANY TIME WITH OR WITHOUT REASON.

SIGNATURE X	DATE
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I SPECIFICALLY AUTHORIZE ANY LAW ENFORCEMENT AGENCY TO RELEASE MY RECORDS OR INFORMATION TO THE DIRECTOR OF THE OHIO DEPARTMENT OF PUBLIC SAFETY OR HIS DESIGNEE.

SIGNATURE X	DATE
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DISCLOSURE QUESTIONNAIRE

NAME	POSITION SOUGHT
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Please type or print answers to each of the questions set forth below. Failure to answer any question truthfully may disqualify you from the position you seek. If an untruthful answer is subsequently discovered, it may be grounds to discharge you from that position. The truthful answer to any question or questions may not necessarily disqualify you from the position you seek, but your answers to these questions will constitute part of the information upon which the decision as to your employment is based. If the space provided for an answer is inadequate, please attach additional sheets for such answers.

<p>Have you ever been a member of the armed forces of the United States, its reserve components, or the National Guard? If yes, please state branch, service period, and last rank, and please indicate if you did not receive an honorable discharge, were ever court-martialed, were ever assessed non-judicial punishment, resigned in lieu of court-martial, or were administratively discharged.</p>
<p>Have you ever, as an adult, been convicted of any crime, excluding minor traffic offenses? If yes, please identify.</p>
<p>Are you now under any charge or charges for any crime? If yes, please identify.</p>
<p>Have you ever, as an adult, been charged with any crime or arrested for any crime for which you were not convicted, excluding minor traffic offenses? If yes, please identify.</p>
<p>Has any civil litigation or garnishment action ever been filed against you? If yes, please identify.</p>
<p>Has any civil protection order or restraining order or emergency custody order relating to domestic violence or any other subject ever been entered against you? If yes, please identify.</p>
<p>Are you currently in arrears on any court-ordered child support payments? If yes, please identify.</p>
<p>Have you ever had any civil, administrative, or arbitration judgment or garnishment entered against you, or against any business in which you were the owner or the majority shareholder? If yes, please identify.</p>
<p>Have you ever filed personal bankruptcy or been adjudicated bankrupt?</p>
<p>Has any business that you have owned, or which you have been the majority shareholder, ever filed for bankruptcy or been adjudicated bankrupt? If yes, please identify.</p>

RESTRICTED

<p>Have you ever failed to pay any debt owed to a governmental entity or any government-insured debt? If yes, please identify.</p>
<p>Have you ever applied for, or held a license for a business, trade, or profession that required proof of good character of examination? If yes, please identify the issuing authority.</p>
<p>Have you ever been denied such a license, had that license revoked or suspended, or been disciplined with respect to that license?</p>
<p>Have you ever been disciplined for or has any action ever been taken against you by any public or licensing authority or professional organization for any breach of ethics or unprofessional conduct or failure to make required disclosure? If yes, please identify.</p>
<p>Are all of your federal, state, and local taxes current? If no, please explain?</p>
<p>Have you ever received, other than as an employee, or has any business that you owned or of which you were the majority shareholder ever received, any income from the Ohio state governmental entity from which you now seek employment? If yes, please identify the income.</p>
<p>Have you ever received income as a lobbyist or "legislative agent" as defined in Ohio Rev. Code § 101.70 or "executive agency lobbyist" as defined in Ohio Rev. Code § 121.60 for work related to the Ohio General Assembly, any Ohio elected officer, or any agency or entity of the executive branch of the Ohio state government? If yes, please identify the entity receiving the income.</p>
<p>Have you, or you and/or your spouse, in the last five years, ever made contributions exceeding \$1,000 to any candidate for an Ohio state political office or to an Ohio state or local political party or to any candidate for a federal office in connection with any single primary or general election? If yes, please identify.</p>
<p>Do you legally have the right to work in the United States? (If employment is obtained, proof of eligibility will be required).</p>
<p>Do either you or your spouse own or are either you or your spouse the majority shareholder of any business that will derive income from the state agency that will employ you? If yes, please identify the business and the amount of annual income anticipated to be received.</p>
<p>Do you have any financial or business interest that might present a conflict of interest with your proposed state employment? If yes, please identify.</p>

I, _____, certify that all of the answers and statements on this form are true, complete and correct to the best of my knowledge and recollection, and are made in good faith.

<p>SIGNATURE</p> <p>X</p>	<p>DATE</p>
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