



November 16, 2012

Request for Quotation Number: RS-RFQ13-05

Please consider this as the State Of Ohio Bureau of Workers' Compensation's Request for Quotation on the following IT consulting position.

Estimated Start date – December 10, 2012 **if possible**

Estimated End date – December 31, 2013 (Possibility of extension subject to budgetary & administrative approval)

Deadline for submitting: In by 10am Tuesday November 27, 2012

QA Analyst/Lead Tester – Interface Coordination. This is a new position not currently staffed. Approximately **1120** hours projected for the remainder of **FY13** and **1000** hours projected for **FY14**. We prefer a candidate with whom you already have experience, not Internet solicitations. The successful candidate will be a self-starter, and requires a person who is detail oriented. Candidate must be able to work both independently and as a team member to produce on time results to meet all project deadlines. Please send **1 resume**, we are in search of one (**1**) candidate - you may submit that number of **qualified** resumes, and other required information. Duplicate submissions by more than one company for the SAME candidate will be thrown out. Candidates selected for interviews will be interviewed in person. Critical deadlines for this RFQ are provided below. Vendors need only respond if all deadlines are attainable, regardless of non-workdays, holidays, weather conditions or other interferences.

Fee Schedule or Rate:

STS Hourly rate (note: state cannot reimburse for travel expenses)

BWC's Information Technology – Enterprise Solutions Department is in search of **QA Analyst/Lead Tester** to support **CORE Replacement system development**. Candidate **MUST** have **exceptionally strong communication skills** in addition to **proven experience to perform the following duties**:

- Manage the quality of existing system Interfaces impacted by CORE Replacement Project as follows:
 - Create & execute functional test plans for CORE Replacement Project releases
 - Perform free-form system testing of regular component stages
 - Develop/maintain automated scripts to perform multiple functional/sanity/regression performance testing in the System test and Performance regions while organizing a repository of automated scripts
 - Track defects, analyze yielded results and provide recommendations and test execution status
- Interact and communicate on all levels of project team: managers, analysts, developers, business leads and other support groups
- Identify and gather test data using SQL
- Manage test sessions involving other support groups and the web team
- Provide testing support to other CORE Replacement project initiatives as needed

- Provide mentorship to BWC QA staff

Skills and Experience Needed:

KEY skills and experience include:

- ✓ **Strong SQL**
- ✓ **Automated test scripting**
- ✓ **QTP (Quick Test Partner)**
- ✓ **ETL (Extract Transform Load) experience**

Other MUST HAVES:

- At least **5 years** experience using various QA tools with the ability to analyze results and provide recommendations based on previously determined baselines is an absolute must
- Preferred working knowledge of Team Foundation Server (TFS) and Microsoft Test Manager (MTM)
- Ability to quickly learn functionality & architecture of the application under test & its related legacy systems
- Ability to quickly adapt to changes, enhancements, and new technologies
- Ability to understand the underlying infrastructure components and to write regression scripts to adapt to changes in any of these technological components
- Ability to clearly and concisely document test plans and strategies
- Ability to develop test cases based on requirements documents and conversations held with analysts, developers and other peripheral support groups like database, LAN, WAN and Network.
- Experience with creating test cases and scenarios using a test case management tool (e.g. QA Director; TFS)
- Experience with logging and managing defects using a defect management tool (e.g. Quality Center, TestDirector, TFS, etc.)
- Experience with creating and maintaining automated test scripts using an automated testing tool (Visual Studio Test Professional; Test Partner, ect.)
- Experience with the planning and execution of both a performance test & a functional test using an automated load and performance testing tool (Visual Studio Ultimate; Load Runner)

Additional Knowledge/Experience Advantageous to this placement:

- Experience in the following areas;
 - MS SQL Server, Oracle, DB2
 - VB, C, and/or ASP Programming, .Net
 - Commerce Server, App Center and Share point services
 - Experience testing services or testing applications built with services oriented architecture (SOA)
 - Experience testing e-commerce websites and Share point portal applications
 - Network monitoring tools and techniques
 - Firewall, DMZ, clustering, load balancing concepts in N-tier architecture(Application, Web, COM, Database, Active Directory servers)
 - Working knowledge of .Net Framework

Interviews planned for November 28- December 4, 2012.

(Please Note: If your candidate is not available to interview at this time, please don't apply)

Start Date: December 10, 2012 if possible.

IMPORTANT NOTE: We will only consider quotes that have the following Required Information:

1. Request for Quotation number.
2. Position applying for & resume for proposed consultant
3. Cost breakdown as described in the Fee Schedule/Rate section of this bid document.
4. State Term Schedule Number if applicable
5. Labor Category Code you're using from the STS.
6. Quote date expiration (At least 45 days)
7. See additional requirements below.

Additional requirements:

To be considered for work at the BWC **all consultants must pass a criminal background check provided through their vendor.**

Affirmative Action

Before a contract can be awarded or renewed, for any amount in excess of \$2,500.00, an Affirmative Action Program Verification Form must be submitted to the DAS Equal Opportunity Division to comply with the Ohio affirmative action requirements. An Affirmative Action Program Verification Form submitted to the Equal Opportunity Division to comply with the affirmative action requirements pursuant to the Ohio Revised Code 125.111(B).

<http://www.das.ohio.gov/Divisions/EqualOpportunity/AffirmativeActionProgramVerification/tabid/133/Default.aspx>.

New Vendor

If you are a new vendor, a **Vendor Information Form** must be completed and submitted to Ohio Shared Services. Both the instructions and the form can be found at: <http://ohiosharedservices.ohio.gov/Vendors.aspx?Page=2>.

If you have not received any payment from any State of Ohio department or agency within the past two years, or if your business name or address has changed since the last payment, you will need to complete the attached IRS form W-9. If you have received a payment within the past two years and if you have not changed your business name or address since that payment, you will not need to complete this form. If you have difficulty opening or printing the "pdf" file attached to this e-mail, you can find a blank form on the Ohio Office of Shared Services (OSS) website also: <http://ohiosharedservices.ohio.gov/Vendors.aspx?Page=2>.

Executive Order 2011-12K

The Contractor affirms to have read and understands Executive Order 2011-12K and shall abide by those requirements in the performance of this Contract, and shall perform no services required under this Contract outside of the United States. The Executive Order is provided as an attachment and is also available at the following website.

http://procure.ohio.gov/pdf/EO201112K/EO201112K_Announcement.pdf

In addition, links to the Standard Affirmation and Disclosure Form Executive Order 2011-12K, and the Standard Terms and Conditions (with signature line) can also be found at:

http://procure.ohio.gov/pdf/EO201112K/EO201112K_Announcement.pdf

Both forms must be completed and submitted with your quote.

Important note: If you are a vendor with an STS in place these forms need not be completed again. They were completed when you received your STS from DAS.

A Sales and Use Tax Blanket Exemption is available upon request.

The State encourages Vendors to purchase goods and services from Minority Business Enterprise (MBE) and Encouraging Diversity, Growth and Equity (EDGE) vendors.

Please e-mail quotes and resumes to my attention by **10am Tuesday November 27, 2012** and include the above quote number in the email subject line.
If you should have any questions, please contact me.

Sincerely,



Rick Stoner CPPB

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