April 22, 2019

Dear Supplier:

This letter is to announce the release of this Request for Information (RFI), ODMR-1819-1028, for the purpose of gathering information. The intent of this RFI is to learn more about recommendations for a Hardware and Software Asset Management System that includes the auto-discovery of hardware assets that reside on our existing network. ODM may release a Request for Quote (RFQ) in the future, but first would like to learn more about existing options for an Asset Management System. This RFI seeks responses from potential suppliers experienced in providing Asset Management solutions. ODM will incorporate information gathered through this RFI into the planning of that procurement.

If you are interested in submitting a response for this important project, please obtain the RFI through ODM's Web Page at: www.medicaid.ohio.gov, and follow these instructions:

* Under the Resources Tab
* Go Down to Legal and Contracts
* Select RFPs in the drop-down menu
* Click the Link to the actual RFI

If you experience problems opening the above referenced ODM URL, please contact the ODM Office of Contracts and Procurement at the following telephone number: (614) 387-8668.

Again, responses must be prepared and submitted in strict accordance with the requirements and time frames given in the RFI. Thank you for your attention to this request.

Sincerely,

//SIGNED//

Emily D. Miran, Esq.
Senior Legal Counsel
Office of Contracts and Procurement

EDM/drt

Request for Information

ODMR-1819-1028

Hardware and Software Asset Management System

Section I – General Information

The Ohio Department of Medicaid (ODM) releases this Request for Information (RFI) for the purpose of obtaining information and recommendations for a hardware and software asset Inventory system that includes the auto-discovery of hardware assets that reside on our existing network.

Respondents should note that no contract will be awarded pursuant to this RFI and that responding to, or not responding to, this RFI will neither increase nor decrease any respondent's chance of being awarded a contract from a subsequent solicitation by ODM. Please be advised as well that the contents of your response will be considered public information and will be made available upon request by interested parties.

Interested Parties may ask clarifying questions regarding this RFI. To ask a question, Interested Parties must use the following Internet process:

1. *Access the DAS Web Page at http://procure.ohio.gov/proc/index.asp*
2. *Select "Bid Opportunities Search", under Quick Links in the right navigation bar;*
3. *Select "Document/Bid Number"*
4. *Type in RFI Number ODMR-1819-1028;*
5. *Click the "Search" Button to locate the RFI; and,*
6. *Follow the instructions to send an e-mail question.*

Questions about this RFI must reference the relevant part of this RFI, the heading for the provision under question, and the page number of the RFI where the provision can be found. The Interested Party must also include the name of a representative of the Interested Party, the company name and business phone number. ODM may, at its option, disregard any questions which do not appropriately reference an RFI provision or location, or which do not include identification for the originator of the question. ODM will not respond to any questions submitted after 10:00 a.m. on the date the Q&A period closes.

The answers provided by ODM may be accessed by following the instructions above, once the Q&A period closes and ODM posts the Q&A Document.

ODM responses to all questions asked via the Internet will be posted on the Internet website dedicated to this RFI, for reference by all Interested Parties. Interested Parties' questions shall only be answered inside this forum. Clarifying questions asked and ODM responses to them comprise the "ODM Q&A Document" for this RFI. ODM reserves the right to determine when to post (i.e., as received or after the closing of the Q&A period) official answers to vendor questions.

Vendor proposals in response to this RFI are to take into account any information communicated by ODM in the Final Q&A Document for the RFI. It is the responsibility of all Interested Parties to check this site for responses to questions, as well as for any amendments or other pertinent information regarding this RFI.

Anticipated Timetable

DATE	EVENT/ACTIVITY
4/22/2019	ODM releases the RFI to the Vendor Community on the DAS and ODM websites: Q&A period opens -RFI becomes active -Interested Parties may submit inquiries
4/29/2019	Q&A period closes; 10 a.m. (for inquiries for RFI clarification) -No further inquiries will be accepted -ODM will provide answers to the inquiries as they come in and that will make up the Final Q&A Document
5/03/2019	Deadline for Interested Parties to submit responses to ODM (3 p.m.)

Section II – Background

Background

Medicaid is looking for an Asset Management system to control, track and monitor existing software and hardware assets. This is needed to control budget costs, address security concerns and the overall life cycle management of our IT assets.

Medicaid does not have an Asset Management system that allows for the auto-discovery of assets. We are tracking assets via a manual method. It is expected that the system will identify devices attached to the network along with location information and allow for the inventory of devices that are contained in stock locations. All assets are procured via a centralized management system. We use SCCM (Software Center Configuration Manager) to handle the distribution of software to hardware assets. The internal process of imaging devices is handled by the technical staff.

Section III – Content of Response

ODM hopes that the issuance of this RFI will generate constructive and substantial comment from all of the vendors with an interest in the development, design and ultimate implementation of this specific project. We intend to use the comments and suggestions received to inform and guide the next steps in this process, as well as to facilitate and inform further conversations with vendors.

The proposed solution must demonstrate, at minimum, the following criteria:

Criteria
Auto-discover approximately 1200 hardware assets
Asset Correlation – Discovery of physical and logical locations
Asset Life-Cycle – Onboarding and offboarding assets

Provide notifications for warranty expirations, software renewals and changes to assets
Demonstrate how the product will satisfy the request via a Proof of Concept or demo, if requested
Additional Questions
Does the product offer dashboards?
Does the product provide any reports for the discovery of information?
What are the supported platforms for devices that can be discovered as well as for the installation of the product?
What infrastructure or applications need to be in place to support your product?
Does the product discover relationships between the hosts and connected devices?
Once we reach the number of licenses for managed devices, does the product require an immediate purchase of additional licenses or is this handled via a true-up cycle?
Does the product auto-discover both physical and virtual systems?
Out of the box, does the product provide data regarding the end-of-support dates for discovered hardware and software?
Can the product identify and present changes that have happened in the environment?
How are software products discovered and inventoried?
Does the product track expiration dates for licensed software?
Do any capabilities either require an agent or provide diminished results without the use of an agent?
Does the product have a Web-based user interface, enabling it to be used with no deployment required on the client workstation (i.e., no Java applet)?
Does the product allow full text searches for any/all discovered data from within the end-user interface? (For example: Can the user do a search for Oracle, and the product will return all matching objects within the database, including patterns/blueprints that were used to find Oracle, business applications/processes that contain Oracle, or hosts that contain Oracle?) Is this search performed against an index, or does it scan the database at search time?
Can IDs be integrated with an external directory (Microsoft Active Directory) for associating custodians to equipment?
Does the product integrate with an existing authentication system (LDAP, SAML)?
Does the product support role-based administration?
Is this a cloud based or on-premise solution?
What is the process to identify unknown software applications?
What are the system requirements for on-premise solutions?
What is the process to remediate devices that have not been recently inventoried by the system?
Please provide a sample of typical management reports.
Please document integration capabilities for sharing inventory data with external management systems, such as ServiceNow.
Please describe how the product is licensed?
Describe how the product offboards once it reaches end of life?
Describe the methods the system supports for inputting inventory?
Does every discovered device consume a license?
How does the product handle duplicate items?
Describe the process to enter procured software asset licenses?
Who are your top three competitors in this market?
Does your product perform other functions outside of asset management?

Section IV - Trade Secrets Prohibition; Public Information Disclaimer

Vendors are prohibited from including any trade secret information, as defined in ORC § 1333.61, in their responses. ODM shall consider all responses voluntarily submitted to any ODM procurement document to be free of trade secrets, and such proposals if opened by ODM, will in their entirety, be made a part of the public record, and shall become the property of ODM.

Any submissions received in response to this RFI that are opened and reviewed by ODM, will be deemed to be a public record pursuant to ORC §149.43.

Section V - Submission

ODM requests submissions in electronic (e-mail) format to the Office of Contracts and Procurement (OCP) Bid Mailbox located at:

ODM_Bid-Request@medicaid.ohio.gov

The vendor's total submission must be received by OCP no later than **3:00 p.m**. on **May 3, 2019.** Fax or hard copy submissions are not accepted, nor e-mail submissions to any address other than the email address listed above.

Please convert the entire submission into one single .pdf document and attach it to the e-mail. All submissions must be received by OCP by the specified deadline. Materials received after the date and time as stated above will not be added to any previously received submissions.

OCP will accept e-mail submissions only. Confirmation of e-mailed submissions will be provided within two business days of receipt.

Thank you for your interest in this project.