AMENDMENT 2
FOR
RFP NUMBER 0A1085

DATE AMENDMENT ISSUED: JULY 23, 2012

The State of Ohio, through the Department of Administrative Services, Information Technology Procurement Services, for a consortium of State agencies is issuing this amendment for the Request for Proposals entitled:

OBM - Planning and Budget Management System

INQUIRY PERIOD BEGINS:	**July 6, 2012**
INQUIRY PERIOD ENDS:	**July 26, 2012**
*****OPENING DATE:**	**~~August 6, 2012~~ August 13, 2012*****
OPENING TIME:	**1:00 P.M.**
OPENING LOCATION:	**Department of Administrative Services I.T. Procurement Services Bid Room 4200 Surface Road Columbus, Ohio 43228**

The attached page(s) represent the Request for Proposals (RFP) amendment for the RFP listed above. Please use replacement pages contained in this document to replace the page(s) previously issued by the State.

Specifications and requirements that have been revised are surrounded by triple asterisks, bold type and when applicable, strikethrough.

ATTACHMENT THREE: REQUIREMENTS FOR PROPOSALS

Proposal Format. Each Proposal must include sufficient data to allow the State to verify the total cost for the Project and all of the offeror's claims of meeting the RFP's requirements. Each Proposal must respond to every request for information in this attachment, whether the request requires a simple "yes" or "no" or requires a detailed explanation. Simply repeating the RFP's requirement and agreeing to comply may be an unacceptable response and may cause the Proposal to be rejected.

These instructions describe the required format for a responsive Proposal. The offeror may include any additional information it believes is relevant. An identifiable tab sheet must precede each section of a Proposal, and each Proposal must follow the format outlined below. All pages, except pre-printed technical inserts, must be sequentially numbered. Any material deviation from the format outlined below may result in a rejection of the non-conforming Proposal.

Each Proposal must contain the following ***tabbed sections***:

Technical Proposal

Vendor Information Form (OBM-5657)
Subcontractor Letters
Offeror Certification Form
Offeror Description
Profile Summary Forms
Proposed System Solution

- Requirements Response – Supplement Two

Offered Options
Staffing Plan

- Time Commitment

Assumptions
Project Strategy
Project Plan
Work Plan
Support Requirements
Pre-Existing Materials
Commercial Materials
Changes to Attachment Nine
Support Base
Terms for Commercial Materials
*****~~Bond Commitment~~**
Conflict of Interest Statement
Proof of Insurance
Payment Address
Legal Notice Address
W-9 Form
Standard Affirmation and Disclosure Form (EO 2011-12K)
Affirmative Action

Cost Proposal (separate sealed package)

Cost Summary

***DEPARTMENT ~~OF ADMINISTRATIVE SERVICES STANDARD AFFIRMATION AND DISCLOSURE FORM~~

~~EXECUTIVE ORDER 2011-12K~~

~~Governing the Expenditure of Public Funds on Offshore Services~~

~~**All of the following provisions must be included in all invitations to bid, requests for proposals, state term schedules, multiple award contracts, requests for quotations, informal quotations, and statements of work.**~~

~~**This information is to be submitted as part of the response to any of the procurement methods listed.**~~

~~**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 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 may subject the Bidder/Offeror to sanctions, termination or a damages assessment. If the Bidder/Offeror will not be using subcontractors, indicate "Not Applicable" in the appropriate spaces.**~~

~~**1. Name/Principal location of business of Contractor:**~~

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

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

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

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

~~**2. Name/Location where services will be performed by Contractor:**~~

~~(Name)~~ ~~(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:**~~

~~(Name)~~ ~~(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)~~

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

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

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

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

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

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

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

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

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

Use form located at: http://procure.ohio.gov/pdf/EO201112K/EO201112K_02-Standard%20Affirmation%20and%20Disclosure%20Form%20-DAS%20v2%20(082511).pdf

Instructions:

This spreadsheet provides offerors the opportunity to describe how the attributes and capabilities of their proposed solution align with the Planning and Budget Management Solution functional and technical requirements.

1 This spreadsheet includes two response tabs - (1) Functional and (2) Technology. For proposals to be considered, offerors must complete each section of both tabs.

2 Each requirement has four functionality columns labeled Base Functionality, Configuration, Custom Development, and Not Supported. Offerors must indicate the level of functionality supported by adding an "X" mark in the appropriate column for each requirement. The functionality levels are defined in detail in Attachment Three.

3 Each requirement has three configuration / customization complexity columns labeled High, Medium, and Low. Offerors must indicate the level of complexity by adding an "X" mark in the appropriate column for each requirement. The complexity levels are defined in detail in Attachment Three.

4 The response/description area immediately below each requirement allows the entry of textual information. Offerors must use this space to describe in detail how their proposed solution conforms with the requirement. Precise references to other portions of the submission may be used as necessary. Simply repeating the requirement or stating agreement will not be considered a satisfactory response.

5 **~~***The first section of the (2) Technology tab contains seven mandatory requirements. Proposals that do not meet these requirements may be eliminated from further consideration. The offeror must provide a text response in sufficient detail to demonstrate their proposal's compliance.~~**

6 Offerors must submit the completed spreadsheet in Microsoft Excel 2003 or 2007 format. The response/description cells may be expanded to accommodate text responses. However, other formatting changes such as removing or inserting rows or columns, renumbering requirements, hiding or protecting cells, altering colors or fonts, or modifying headings are not permitted and may be grounds to dismiss a proposal.

1 Functional Requirements

	Requirement Description	Functionality Delivered Through (indicate with 'X') Base Functionality	Configuration	Custom Development	Not Supported	Configuration / Customization Complexity (indicate with 'X') High	Medium	Low	Critical Desired or Nice to Have Priority
1.1	**Operation - Provide Budget Guidance to Agencies**								
1.1.1	The system must allow core budget levels to be created as a budget version based on either the spending forecasts or prior year actual expenditures by appropriation line item, fund, and expenditure object code (or any level of the expenditure object code hierarchy). All other data classification elements default to a user-defined constant if available.								**Critical**
	Response/Description:								
1.1.2	The system must allow definition of budget request control totals by fund or any level of the fund structure (including across all funds)								**Critical**
	Response/Description:								
1.1.3	The system must allow separate budget targets for core and supplemental budgets.								**Critical**
	Response/Description:								
1.1.4	Control totals must be flexible enough to allow alteration mid-stream without issue.								**Critical**
	Response/Description:								
1.1.5	The system must capture various levels of detail within the expenditure projections including, at a minimum:								
1.1.5.1	Appropriation Line Item (ALI)								**Critical**
	Response/Description:								
1.1.5.2	Fund								**Critical**
	Response/Description:								
1.1.5.3	Expenditure code (at varying levels of the expenditure code hierarchy)								**Critical**
	Response/Description:								
1.1.5.4	Department								**Critical**
	Response/Description:								
1.1.5.5	Program								**Critical**
	Response/Description:								
1.1.5.6	Other elements of the data classification structure								**Critical**
	Response/Description:								
1.1.6	The system must limit users from submitting requests that exceed control totals. A warning prompt must allow the user to flag the issue and save the information, but not submit it.								**Desired**
	Response/Description:								
1.2	**Operation - Prepare Agency Budget Submission**								

1.2.1	The system must allow an OBM Budget Coordinator to establish effective start and end dates for data changes by different elements of the data classification structure (examples - chartfield additions/changes, appropriation changes, ability to submit)								**Critical**
	Response/Description:								
1.2.2	The system must allow for designation of core and supplemental budget requests within each version.								**Critical**
	Response/Description:								
1.2.3	The system must allow the user to amend what they have submitted during a period of time defined by the OBM Budget Coordinator.								**Critical**
	Response/Description:								
1.2.4	The system must flag agency entries that do not match core levels or that exceed the cap but not restrict them from being saved.								**Desired**
	Response/Description:								
1.2.5	The system must allow working versions to be compared against budget target by agencies.								**Critical**
	Response/Description:								
1.2.6	The system must convert the more granular levels of data from the existing financial system to the higher levels used in budgeting and planning								**Critical**
	Response/Description:								
1.2.7	The system must allow OBM Budget Coordinator to submit budget regardless of budget targets.								**Critical**
	Response/Description:								
1.2.8	The system must provide a mechanism that allows a user to upload incremental information within a planning center								**Critical**
	Response/Description:								
1.2.9	The system must allow OBM to confirm via a single screen when the last upload was completed for each agency								**Desired**
	Response/Description:								
1.2.10	The system must allow budget versions to be re-opened for revision after submission.								**Critical**
	Response/Description:								
1.2.11	The system must allow the user to update and resubmit requests.								**Critical**
	Response/Description:								
1.2.12	The system must allow multiple users to enter budget data simultaneously, whether in the same or different planning centers.								**Desired**
	Response/Description:								
1.3	**Operation - Prepare Governor's Budget**								
1.3.1	The system must provide data in a file for upload to the database that is used to prepare the budget presentation documents referred to as the "Blue Book".								**Critical**
	Response/Description:								
1.3.2	The system must allow OBM to enter new values to any level of the classification structure (Agency, Fund, Line Item, Program).								**Critical**
	Response/Description:								
1.3.3	The system must synchronized changes from the existing financial system.								**Critical**
	Response/Description:								

1.3.4	The system must allow OBM to initiate budget line items not included in the original agency budget submission.								Critical
	Response/Description:								
1.3.5	The system must allow revisions to be made to copies of a budget version while preserving the integrity of the original.								Critical
	Response/Description:								
1.4	**Data**								
1.4.1	The system must provide a datasheet view with copy and paste functionality and individual cell overwriting for data entry. This must be compatible with Microsoft Excel 2003 or higher, so that data from the system can be exported to Excel, the data can be manipulated, and then returned to the system.								Critical
	Response/Description:								
1.4.2	The system must support data formatting as specified in in Supplement Seven								Critical
	Response/Description:								
1.4.3	The system must provide a means to store at least two budgets for each agency--one they create for themselves, another OBM creates for the agency. The agency budget cannot be overwritten by OBM.								Critical
	Response/Description:								
1.4.4	The system must use department as the standard planning center at the agency level.								Critical
	Response/Description:								
1.4.5	The System must allow budgeting at various levels within defined tree structures or hierarchies.								Critical
	Response/Description:								
1.4.6	The system must provide the following required fields for appropriations/expenditures: Version, Agency, Department, Fund, Line Item, Program, Account, and four amount fields (Year 1 Amount-Core, Year 1 amount-Supplemental, Year 2 amount-Core, Year 2 Amount-Supplemental)								Critical
	Response/Description:								
1.4.7	The system must provide the following required fields for revenue and transfer templates: Agency, Fund, Account, Year 1 Amount, Year 2 amount								Critical
	Response/Description:								
1.4.8	The system must present revenue as a five digit number beginning with "4" in order to match the existing structure, and transfers as a six digit number								Critical
	Response/Description:								
1.4.9	The system must prohibit the entry of multiple transactions for a unique revenue/transfer combination.								Desired
	Response/Description:								
1.4.10	The system must present the year formatted in a display compatible with Excel pivot tables.								Critical
	Response/Description:								
1.4.11	The system must support versioning of budgets, so that spreadsheets can be written to any version.								Critical
	Response/Description:								
1.4.12	The system must prepopulate the initial version load based on historical ledger data, including Agency, Line Item, Department, Fund, Program, and Account.								Critical

	Response/Description:								
1.4.13	The system must prepopulate the working versions load based on current working data, including Agency, Line Item, Department, Fund, Program, Account, Year, and Amounts.								**Critical**
	Response/Description:								
1.4.14	The system must allow the agency to indicate in the system that a particular version of the budget is the master version.								**Critical**
	Response/Description:								
1.4.15	The system must allow components of a budget request to be excluded when copying one version to another.								**Desired**
	Response/Description:								
1.4.16	The system must allow the user to copy version and allow changes in new version.								**Critical**
	Response/Description:								
1.4.17	The system must ensure that rounding is consistent and transparent across all users.								**Critical**
	Response/Description:								
1.4.18	The system must automatically validate target and chartfield combinations upon submission or when validation is requested.								**Critical**
	Response/Description:								
1.4.19	The system must have the ability to aggregate expenditure data upon submission to OBM into a specified aggregation level								**Critical**
	Response/Description:								
1.4.20	The system must provide the ability to add chartfield values for Line Item, Fund, Agency, and Program directly								**Critical**
	Response/Description:								
1.4.21	The system must provide the ability to update chartfield values based on data from the financial system on a pre-defined basis								**Critical**
	Response/Description:								
1.4.22	The system must allow mapping of historical fields to match current budget structures								**Critical**
	Response/Description:								
1.4.23	The system must perform data validation/calculations using a method that does not impact how quickly the user can move from one web field to another on the same screen								**Desired**
	Response/Description:								
1.4.24	The system must be able to handle data errors originating from the existing financial system without causing user downtime								**Critical**
	Response/Description:								
1.5	**Reports**								
1.5.1	The system must provide full extracts that interface with the Budget Center application (see Supplement Eight for details).								**Critical**
	Response/Description:								
1.5.2	The system must provide or use existing architecture functionality for the following (see Supplement Nine for samples and data requirements):								
1.5.2.1	Six-Year Summary Report								**Critical**
	Response/Description:								

1.5.2.2	Variance Analysis Report - Detail								**Critical**
	Response/Description:								
1.5.2.3	Variance Analysis Report - Multi-Version Summary								**Critical**
	Response/Description:								
1.5.2.4	Budget Fund Group Summary								**Critical**
	Response/Description:								
1.5.2.5	Estimated Expenditures and Recommended Appropriations by Agency (All funds)								**Critical**
	Response/Description:								
1.5.2.6	Estimated Expenditures and Recommended Appropriations by Agency (General Revenue Fund)								**Critical**
	Response/Description:								
1.5.2.7	Expense Account Category Summary								**Critical**
	Response/Description:								
1.5.2.8	Fund Balance Calculation Reports								**Critical**
	Response/Description:								
1.5.2.9	Income Sources Reports								**Critical**
	Response/Description:								
1.5.2.10	Line Item Summary By Budget Fund Group								**Critical**
	Response/Description:								
1.5.2.11	Program Series Summary								**Critical**
	Response/Description:								
1.5.2.12	Revenue Summary Reports								**Critical**
	Response/Description:								
1.5.2.13	Spending Summary Reports								**Critical**
	Response/Description:								
1.5.2.14	State-Only General Revenue Fund Estimated Revenues								**Critical**
	Response/Description:								
1.5.2.15	State-Only General Revenue Fund Recommended Appropriations								**Critical**
	Response/Description:								
1.5.2.16	Total General Revenue Fund Estimated Revenues								**Critical**
	Response/Description:								
1.5.2.17	Total General Revenue Fund Recommended Appropriations								**Critical**
	Response/Description:								
1.5.2.18	Executive Agency Budget Request - Detail								**Critical**
	Response/Description:								
1.5.2.19	Executive Agency Budget Request - Summary								**Critical**
	Response/Description:								
1.5.2.20	Fund Activity Summary Report								**Critical**
	Response/Description:								
1.5.2.21	Program Budget Request (Core)								**Critical**
	Response/Description:								
1.5.2.22	Program Budget Request (Supplemental)								**Critical**
	Response/Description:								

1.5.3	The system must be able to provide metadata for each field which is needed for reporting. This metadata includes business field names, field descriptions/definitions, and field types.								**Critical**
	Response/Description:								
1.5.4	The system must provide a beginning balance field for General Revenue Fund balance report that is input by the user.								**Critical**
	Response/Description:								
1.5.5	The system must provide a beginning balance field for the State's Fund Balance Report that is input by the user.								**Critical**
	Response/Description:								
1.5.6	The system must provide an extract of data contained in the Income Sources reports from the existing solution								**Critical**
	Response/Description:								
1.5.7	The system must provide fund balance reports by agency and statewide, or use existing architecture functionality to do so.								**Critical**
	Response/Description:								
1.5.8	The system must use program trees and codes that are at the same level for historical and biennial budget appropriations.								**Critical**
	Response/Description:								
1.5.9	The system must provide General Revenue Fund appropriation by Line Item and Agency, or use existing architecture functionality to do so								**Critical**
	Response/Description:								
1.5.10	The system must provide Agency Budget Fund Group Fund Line Item Fiscal Year reports for 6 year amounts, calculated based on Core, Supplemental, and Core plus Supplemental, with subtotals by Budget Fund Group and Agency.								**Critical**
	Response/Description:								
1.5.11	For Agency Budget Fund Group Fund Line Item Fiscal Year reports, the system must provide calculated columns for Fiscal Year change that include both year over year percentage and dollar change								**Critical**
	Response/Description:								
1.5.12	The system must provide access to current data that does not involve a batch-based operation for reporting purposes								**Critical**
	Response/Description:								
1.5.13	The system must be able to track submission status for each of the departments, including the details of each agency request								**Critical**
	Response/Description:								
1.5.14	The system must be able to provide reporting data via a mobile device.								**Desired**
	Response/Description:								
1.6	**Security**								
1.6.1	The system must provide the following Field Controls:								
1.6.1.1	Target is not exceeded								**Critical**
	Response/Description:								

1.6.1.2	No negative appropriation numbers in the agency submission								Critical
	Response/Description:								
1.6.1.3	Only permit specific chartfield combinations of Line Item-Fund-Agency-Program, based on the rulesets in financial system								Critical
	Response/Description:								
1.6.1.4	Limit user access to specific Agency, Program, and Department data based on defined ruleset provided by OBM and/or by financial system security, updated on a pre-defined basis								Critical
	Response/Description:								
1.6.2	The system must restrict Statewide reports to be viewed only by OBM								Critical
	Response/Description:								
1.6.3	The system must restrict an agency user's "write" access so that it ends at a specified date								Desired
	Response/Description:								
1.6.4	The system must restrict an agency user's "read" access to agency submission, and prevent access to the OBM version as of a specified date								Critical
	Response/Description:								
1.6.5	The system must allow any authorized user to access and populate the extract for the upload generator tool								Desired
	Response/Description:								
1.6.6	The system must allow an OBM analyst administrative user to override target validation								Critical
	Response/Description:								
1.6.7	The system must restrict access so that only authorized agency users can upload, access the system, view information, update information, or create new submission versions								Critical
	Response/Description:								
1.6.8	The system must provide role-based data entry security management								Critical
	Response/Description:								
1.6.9	The system must use the existing security structure for authorizing user roles. The offeror is to supply their recommended options to perform this, based on the information provided in Supplement Three.								Critical
	Response/Description:								
1.6.10	The system must use the existing Active Directory structure established by the State for authentication.								Critical
	Response/Description:								
1.6.11	While existing State plans allow for agencies to be treated as a single entity, the system must have the flexibility to allow multiple entities per agency or business unit.								Critical
	Response/Description:								
1.6.12	The system must allow OBM to begin work on agency budget submissions before all agency budgets have been submitted								Critical
	Response/Description:								
1.7	**Versioning**								
1.7.1	The system must allow budget items to be marked as core or supplemental, with reporting options for aggregation or segregation								Critical

	Response/Description:								
1.7.2	The system must provide version control including submission status such as complete, in progress, locked/unlocked, copying, modifying								**Critical**
	Response/Description:								
1.7.3	The system must maintain a minimum of 3 versions available to each agency for budget preparation								**Critical**
	Response/Description:								
1.7.4	The system must allow identification of a specific version as the final or master version								**Critical**
	Response/Description:								
1.7.5	The system must track versions and identify those that are completed								**Critical**
	Response/Description:								
1.7.6	The system must allow multiple working versions of the budget based on audience (OBM or the agency) and stage in the budget development process								**Critical**
	Response/Description:								
1.7.7	The system must maintain and track versions for reporting purposes.								**Critical**
	Response/Description:								
1.8	**Uploads**								
1.8.1	The system must use the same upload template for revenue, expenditure, and transfers.								**Desired**
	Response/Description:								
1.8.2	The system must provide uploads that include Fiscal Year, Agency, Fund, Line Item, Program, Account, and Amount.								**Critical**
	Response/Description:								
1.8.3	The system must eliminate need for data entry on scenario, dimension, business unit, ledger, etc.								**Desired**
	Response/Description:								
1.8.4	The system must provide upload tool to both Agency and OBM users for Excel spreadsheets								**Critical**
	Response/Description:								
1.8.5	The system must provide upload tool that does not require the use of a CSV file								**Critical**
	Response/Description:								
1.8.6	The system must provide upload capability as a standalone entry option with no need for online data entry								**Critical**
	Response/Description:								
1.9	**Extracts**								
1.9.1	The System must allow selectable chartfield combination data to be downloaded by the agency as the basis of a spreadsheet upload								**Critical**
	Response/Description:								
1.9.2	The system must provide historical expenditures as an extract								**Critical**
	Response/Description:								
1.9.3	The system must provide or use existing functionality to create a full data extract								**Critical**
	Response/Description:								
1.9.3	The system must provide or use existing functionality to create a data extract for Revenues, Transfers, and Expenditures, either separately or combined								**Critical**

	Response/Description:								
1.9.4	The system must provide extracts in a format compatible with Excel pivot tables								Critical
	Response/Description:								
1.9.5	The system must provide ability to configure extracts using existing state resources								Critical
	Response/Description:								
1.9.6	The system must generate an extract for the appropriation operating budget for upload into the financial system								Critical
	Response/Description:								
1.9.7	The system must generate an extract of budget reporting data to an Excel spreadsheet that is compatible with pivoting within 30 minutes.								Critical
	Response/Description:								
1.10	**Payroll Projection Integration**								
1.10.1	The system must support and accept a point in time data load of a file that projects the payroll costs for each agency. File will include Fund, Line Item, Account, Program, and Department chartfield data, as well as core/supplemental along with dollar amounts.								Desired
	Response/Description:								
1.10.2	Data specified in 1.10.1 must be used to seed/prepopulate an agency request or all agency request fields in the new system, or for comparison reporting against what is requested for payroll by each agency.								Desired
	Response/Description:								
1.10.3	The system must support an online option or an upload option to override portions of the payroll projection cost								Desired
	Response/Description:								
1.11	**Ease of Use**								
1.11.1	The system must allow the user to update budget figures in as few steps as possible								Critical
	Response/Description:								
1.11.2	The system must allow the user to run reports in as few steps as possible								Critical
	Response/Description:								
1.11.3	The system must allow the user to enter data in as few steps as possible								Critical
	Response/Description:								
1.11.4	The system must allow the user to generate and modify extracts in as few steps as possible								Critical
	Response/Description:								
1.11.5	The system must allow the user to modify reports in as few steps as possible								Critical
	Response/Description:								
1.11.6	The system must present relevant data for common activities or analysis on a single screen where feasible								Desired
	Response/Description:								
1.11.7	The system must have the ability to extract all data on a single screen to an Excel spreadsheet that is compatible with pivoting within three minutes								Desired
	Response/Description:								
1.11.8	The system must provide integration with or emulation of the Microsoft Excel interface								Critical

1.11.8	Response/Description:								
1.11.9	The system must provide cut and paste capabilities for ranges of cells in Microsoft Excel								**Critical**
	Response/Description:								

2 Technology Requirements

	Requirement Description	Functionality Delivered Through (indicate with 'X')				Configuration / Customization Complexity (indicate with 'X')			Critical Desired or Nice to Have
		Base Functionality	Configuration	Custom Development	Not Supported	High	Medium	Low	Priority
2.1	**Integration**								
2.1.1	The system must have the ability to import data from Peoplesoft FIN and HCM databases and application versions 8.8 and above								**Critical**
	Response/Description:								
2.1.2	The system must have the ability to export data to Peoplesoft FIN databases and application versions 8.8 and above								**Critical**
	Response/Description:								
2.1.3	The system must support the ability to import files on an ad-hoc basis								**Critical**
	Response/Description:								
2.1.4	The system must support the ability to schedule import events at regular intervals								**Desired**
	Response/Description:								
2.1.5	The system must have the ability to export data to the Blue Book application								**Critical**
	Response/Description:								
2.1.6	The system must have the ability to use Peoplesoft Tree hierarchy for import and export								**Critical**
	Response/Description:								
2.1.7	The system must have the ability to import and export using Microsoft Excel 2003 and 2007 formats								**Critical**
	Response/Description:								
2.1.8	The system must have the ability to import and export using CSV, Fixed Width Text, and XML								**Desired**
	Response/Description:								
2.2	**Architecture**								
2.2.1	The system must be a web-based application that does not include a client-based component, with the exception of Microsoft Excel								**Critical**
	Response/Description:								
2.2.2	The system must includes separate logical server environments for Production, Test, and Development operations.								**Critical**
	Response/Description:								
2.2.3	The system must includes separate web server environments for DMZ-based Production, Test, and Development operations.								**Critical**
	Response/Description:								
2.2.4	The recommended hardware for the system must utilize blade-based server hardware compatible with a standard rack enclosure.								**Desired**
	Response/Description:								

2.2.5	The recommended hardware must conform to current State of Ohio IT Standards as listed on the state's web site at oit.ohio.gov								**Critical**
	Response/Description:								
2.3	**Database / Data Management**								
2.3.1	If the offeror does not choose to use the existing business intelligence system, the system must include a best practice data model capable of maintaining referential integrity, consistent parent/child relationships, and consistent data structures								**Critical**
	Response/Description:								
2.3.2	The system must support any or all of the following: Microsoft SQL Server 2008, IBM DB2, Oracle 10 or above, MySQL databases.								**Critical**
	Response/Description:								
2.4	**Interfaces**								
2.4.1	The system must allow multiple individuals and/or systems to upload different budgets simultaneously and independently								**Critical**
	Response/Description:								
2.4.2	The system must accept data on an adhoc basis from the existing financial system.								**Critical**
	Response/Description:								
2.4.3	The system must accept data on a batch basis from the existing financial system, using a scheduler.								**Desired**
	Response/Description:								
2.4.4	The system must provide a set of standard interface (such as web services) to access real time budget data.								**Critical**
	Response/Description:								
2.4.5	The system must provide real time access to specific system actions and events to allow triggering and monitoring.								**Desired**
	Response/Description:								
2.5	**Security**								
2.5.1	System must use authentication services of the OIT Enterprise Active Directory or PeopleSoft HCM								**Critical**
	Response/Description:								
2.5.2	System must be able to provide authorization roles by user in extracts, in OIT Enterprise AD, or utilize PeopleSoft HCM roles for authorization								**Critical**
	Response/Description:								
2.5.3	The system must protect itself from common web attacks such as cross site scripting, SQL injection, XML Path Language injection, etc.								**Critical**
	Response/Description:								
2.5.4	The system must not store data which users should not be able to modify in cookies on the user's system or in hidden fields on a form.								**Critical**
	Response/Description:								
2.5.5	The system must whitelist acceptable characters which can be entered into any field, to eliminate the opportunity for attackers to use canonicalization issues to bypass other protection mechanisms.								**Critical**
	Response/Description:								

2.5.6	The vendor must test the application and all updates for, at a minimum, all items on the Open Web Application Security Project top 10 list of web vulnerabilities.									**Critical**
	Response/Description:									
2.5.7	Implementation of the system, OS, web server, etc. by the vendor or integrator must be hardened using industry best practices for security. Vendor to provide the Security Technical Implementation Guide(s) or internal hardening standards to be used.									**Critical**
	Response/Description:									
2.5.8	The system must run independently without a real-time interface with the existing financial system.									**Critical**
	Response/Description:									
2.5.9	The system must synchronize security authentication data with the existing financial system on demand.									**Critical**
	Response/Description:									
2.5.9	The system must synchronize security authentication data with the existing financial system on a daily scheduled basis.									**Desired**
	Response/Description:									
2.5.10	The system must use the synchronized security authentication data when performing logon operations.									**Critical**
	Response/Description:									
2.5.11	The system must be compliant with NIST 853 standards.									**Critical**
	Response/Description:									
2.6	**Extract**									
2.6.1	Must be able to provide delimited extract files to ftp server (Tumbleweed)									**Critical**
	Response/Description:									
2.6.2	Extract files must be able to be incremental in nature as well as provide destructive (full reload of data) as required. Incremental example, the files must contain any records which were added, updated, or deleted since the previous extract was provided. Destructive would be used to correct load or sync errors and potentially as a scheduled sync quality measure.									**Critical**
	Response/Description:									
2.6.3	Files must be provided on a schedule consistent with the required refresh of data. For example, if the reporting data is needed on a daily basis, extracts must be provided nightly									**Critical**
	Response/Description:									
2.6.4	Files must be dropped off to the ftp location by agreed upon time that allows records to be processed prior to reporting need (typically midnight each night in which files are provided)									**Critical**
	Response/Description:									
2.6.5	Audit control metrics must be provided with extract ftp submissions to ensure data is successfully loaded. For example, total of all budget lines is X.									**Critical**
	Response/Description:									
2.6.6	Minimal to moderate data transformation may be required during the extract process									**Desired**
	Response/Description:									
2.7	**System Administration**									

2.7.1	The system must be supported through any combination of the following operating systems: Microsoft Windows Server 2003 or 2008 R2 64-bit x86, IBM AIX 5.3 or 6.1, SuSE Linux 11, Red Hat Linux 6, VMWare Vsphere 4.1 or 5.0								**Critical**
	Response/Description:								
2.7.2	The system must support Tier 1, 2, and 3 storage platforms								**Critical**
	Response/Description:								
2.7.3	The system must support monitoring via MS SCOM and HP System Insight Manager.								**Critical**
	Response/Description:								
2.7.4	The system must support McAfee, Microsoft, and EPO Anitvirus platforms								**Critical**
	Response/Description:								
2.7.5	The system must support patch management for all environments on a monthly basis using IBM Tivoli Endpoint Management and MS WSUS								**Critical**
	Response/Description:								
2.7.6	The system must support nightly backups using IBM Tivoli Storage Manage to disk and offsite replication								**Critical**
	Response/Description:								
2.7.7	The system must support VEEAM based backup and replication if using Vmware virtualized servers								**Critical**
	Response/Description:								
2.8	**Remote Access**								
2.8.1	The system must support VPN capabilities.								**Desired**
	Response/Description:								
2.9	**Reporting**								
2.9.1	In the event that the bidder proposes the use of the existing business intelligence solution and standard reports for reporting, analytical, and dashboarding purposes. The proposed system must be able to provide timely and accurate data to the existing business intelligence environment sufficient to support the reporting and analytical needs of the business. The current business intelligence system and standard planning and budgeting reports are source agnostic.								**Critical**
	Response/Description:								
2.9.2	The use of the existing business intelligence solution for reporting purposes must not have an impact on the performance of the existing environment.								**Critical**
	Response/Description:								
2.9.3	The proposed solution must not have an impact on the timeliness of reporting in the existing business intelligence environment.								**Critical**
	Response/Description:								
2.9.4	In the event that the bidder proposes the use of an ETL engine for reporting purposes, the system must support IBM Ascential Data Stage versions 7.5.2 and 8.1								**Critical**
	Response/Description:								
2.9.5	In the event that the bidder proposes the use of an ETL engine for reporting purposes, the system must access and use the most up to date data available								**Critical**
	Response/Description:								

2.9.6	The system must provide data in a format that is acceptable to standard reporting tools									**Critical**
	Response/Description:									
2.10	**Performance**									
2.10.1	The system must provide web page request aggregate median response time within 2 seconds 50% of the time, and within 4 seconds at all times. This measure is based on response time for all system pages. The median represents the mid-point (50th percentile) of all Web page requests that resulted in a satisfactory (200- or 300-series) HTTP/HTTPS status as measured by production web server logs. The start time used for the calculation of response time is the Web log timestamp on the initial page request minus the time-taken value on the same log record. The end time will be the Web log timestamp on the last associated page element. The interval between these two times is the response time.									**Critical**
	Response/Description:									
2.10.2	The system must provide system aggregate response time within 5 seconds 95% of the time, and within 10 seconds at all times. This measure is the monthly 95th percentile response time based upon all system page requests. The 95th percentile time represents one observation where 95% of all page requests that resulted in a satisfactory (200- or 300-series) HTTP/HTTPS status completed in a shorter interval. The start time used for the calculation of response time is the Web log timestamp on the initial page request minus the time-taken value on the same log record. The end time will be the Web log timestamp on the last associated page element. The interval between these two times is the response time.									**Critical**
	Response/Description:									
2.10.3	In the event the contractor provides reporting data outside of the existing business intelligence system, the system must provide report request response time involving a single database join within 2 minutes 95% of the time, and within 3 minutes at all times. This measure indicates the amount of time taken to generate reports as listed in the Functional Requirements, when a single database join is involved in the generation of the report. The start time used for the calculation of response time is the Web log timestamp on the initial page request minus the time-taken value on the same log record. The end time will be the Web log timestamp on the last associated page element when the report is provided to the user. The interval between these two times is the response time.									**Critical**
	Response/Description:									
2.10.4	In the event the contractor provides reporting data outside of the existing business intelligence system, the system must provide report request response time involving multiple database joins within 10 minutes 95% of the time, and within 30 minutes at all times. This measure indicates the amount of time taken to generate reports as listed in the Functional Requirements, when multple database joins are involved in the generation of the report. The start time used for the calculation of response time is the Web log timestamp on the initial page request minus the time-taken value on the same log record. The end time will be the Web log timestamp on the last associated page element when the report is provided to the user. The interval between these two times is the response time.									**Critical**
	Response/Description:									