



ANSWERS TO PROPOSERS' QUESTIONS ABOUT RFP

1. The number of screens, reports and database migration makes this a large project. Can you provide the approximate budget that LSERS has allocated for this project? We want to understand the ballpark investment that LSERS has anticipated. **Within the first year we have allocated \$250,000.**
2. Has LSERS discussed the budget with SBS? **SBS is aware of the first year budget.**
3. There are 3 binders in the architecture document series. Can we get a copy of the binder labeled "Complete Architectural Document." This document does not have any ssn, financial or prototype data in it. **No. You may visit our location and review.**
4. Per the architecture document the first releases of the new system focus on read-only, inquiry and reporting data. Is it acceptable for the data import routine to run nightly or must the data import routine be real-time? **Real Time.**
5. Will the LSERS technical staff be available to work with the vendor on the project? Specifically, will the iSeries developer be available to perform data extracts to assist with data migration to SQL to reduce cost to LSERS? **Yes. However, the developer will still have duties that must be maintained and will have limited time to assist with the extracts.**
6. How many internal users will use the new system? **Up to 40**
7. How many external users will use the new system? **Approximately 30,000**
8. Please describe the scope of the web site in items DG025 and DG026. We are trying to understand how many web screens need to be built to estimate cost. **There will be integration of the remaining forms listed on our website that have not been developed in LSERSWeb.**
9. Can you describe if any integration with existing SharePoint system is required? **There may be some integration with SharePoint.**
10. What version of SharePoint does LSERS have? **SharePoint 2010**
11. In the architecture document there are correspondence items labeled CA, CR and CG. Does LSERS want this correspondence recreated as reports or does LSERS want a data extract so that users can continue to create the correspondence themselves via mail merge? **Reports and mail merge**
12. In the architecture document there are items called Forms FR. Do these items need to be built into the software? It appears that these are just external forms that do not need to be produced or printed from the new LSERS system. **They will need to be built in the new development within LSERSWeb**

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13. Are the 30 pages of job aids in the appendix essentially online help? **Yes, for internal staff to use with workflow processing.**
14. How many mainframe tables are in the existing (db2) database? **45 tables**
15. Can LSERS describe how employment history and salary will be entered into the new program? Is it manual entry, receipt of data from employers, etc. **Both manual and from data electronically sent to our organization.**
16. Does LSERS send out invoices for contributions? Will this be done in the new system or an outside accounting package? **We do not send out invoices, but do send out Employer Statements on an annual basis.**
17. Please describe the functional requirements for integration with Platinum and ABRA. We did not find any detailed requirements in the architecture document. **This will be for future development outside the scope of this project.**
18. Will PaperVision be used as the document scanning and repository system going forward? **Yes**
19. The architecture document was a good inventory of business needs, workflow and listing of requirements. Detailed software specifications and business rules tied to each screen and report are not in the current architecture document. Will SBS be creating software specifications under another contract or should the vendor include development of software specifications in the proposal? **Software specifications have been identified within the RFP and all business rules and workflows have been listed in the AD.**
20. Will LSERS staff be dedicated to the project to perform UAT testing? **Yes, staff will make themselves available but should not be expected to be attached to the development on a full time basis.**
21. Will LSERS make office space available for on-site work? **Yes**
22. Can we get and ERD of the existing database? **No**
23. Can we get and ERD of the proposed database? **No**
24. In the architecture documents there is an ERD with approximately 45 tables. Is this ERD the existing or proposed database design? **Proposed**
25. GCR respectively request that LSERS issue an addendum requiring vendors to provide cost on a line item basis for each item identified in the Item Code table so that LSERS can determine the validity of the cost proposal. **As stated in the RFP, we want a fixed cost to develop entire system.**

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26. The RFP states that payments will be made in 1/8 increments. Please confirm that Phase 1 will have 8 payments and Phase 2 will have a separate series of 8 (number to be determined) payments. **Total project will be 8 sections with 8 payments.**
27. Can the vendor include in the proposal a payment schedule that ties payments to the level of work required at each of the 8 increments rather than 8 equal payments? **Yes**
28. Should vendor propose cost for phase 1 and 2 separately that sum to a total fixed price? This would allow LSERS to contract for Phase 2 on an optional basis. **LSERS requires a fixed price to complete the entire project.**
29. Has LSERS designed a new database schema or must the vendor propose a fee for design of the database? Please provide the old and new ERD if available **LSERS needs a new designed database. LSERS will provide documents on old database to chosen contractor.**
30. Is LSERS adding new data fields that are not present in the existing database? If so, please provide a list of the new data elements. **Yes, listed in AD.**
31. Item Code DG002 – Please describe LSERS vision and the scope of work for scan first. **When a document is scanned certain areas of the document can be identified and verified without users manually typing in the information.**
32. Item Code DG002 – How many different documents must be scanned? **Undetermined**
33. Item Code DG002 – What scanning software does LSERS use and does it have OCR capability? **Paper Vision has OCR capability**
34. Item Code DG002 – Does this item involve OCR and insertion of scanned data into the database? **Yes. The use of barcoding for printed documents and the use of the automated Directory Manager (Documents stored on a server with a specific naming convention for indexing).**
35. Item Code DT013 – This items states that existing LSERS staff will assist with data conversion. During the first releases of the new software, changes to iSeries data will need to be replicated to the new data base. Is the existing data base designed in such a way that each data change is tracked? **No**
36. Item Code DT013 - Will the existing LSERS iSeries staff be responsible for providing triggers on the existing iSeries database to push only data changes to the selected vendor for insertion into the new database? **No**
37. Item Code DT013 - Real-time updates will be costly unless the iSeries database already tracks each database update in some type of log or LSERS staff develops this as part of the project (see previous question). Assuming data changes are not tracked, is a nightly dump of the database acceptable to LSERS to save cost? **No, all components have to be real time and data tracked**

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38. Item Codes DG003 and DG004 - These items describe font style and size requirements. GCR observed that the prototype and the financial reports do not comply with either of these standards. Should GCR price resizing of the prototype to meet the 12 pt font requirement. It appears that the prototype was designed in a small font – approximately 5 to 8 pt font. **Yes**
39. Under Item Code “PT” there are several calculations. This is typically the most time consuming and complex work with pension systems. Please confirm that none of the calculations that are indicated in Phase 2 are not needed for Phase 1 calculations. **The entire project consists of these calculations and all phases need to be included with the proposal.**
40. There are approximately 145 reports in the architecture document. The architecture document had copies of the reports but no specifications. Does LSERS have any specifications including business rules and formula for each of the 145 reports? There is an extensive amount of specification work to conduct before the programming work. We don’t want to include specification development in the software development cost if the scope is completed already or will be completed outside of this project. **Will be included within this project.**
41. Item Codes DG033 and DG044 require maintenance and support. Please describe if vendor should include cost for providing on-going maintenance and support. Will this cost be included in the scoring formula? If so, how many years of maintenance and support should be included? Also, describe the scope of services that LSERS wants with maintenance and support. **No do not include.**
42. Item Code DC001 -Please state the number of data fields that require conversion of codes and status to a new table. Will LSERS staff be responsible for cleanup of data in the old system prior to conversion or will GCR convert the old data “as is”? **LSERS staff will assist but the amount of data fields is undetermined at this time.**
43. Item Code DC002 -This is a very open ended task. Will LSERS staff perform this work? If the vendor is supposed to perform this work will LSERS consider time and materials for this task until the scope and amount of labor needed is made clear? **Yes, LSERS will perform this work**
44. Item Code DC003 – Will LSERS use SSN on reports and screens in the new system? Or, will some other member identifier number be developed? **SSN can be used on a report but have masking provided.**
45. Item Code DC004 - This is a very open ended task. Will LSERS staff perform this work? If the vendor is supposed to perform this work will LSERS consider time and materials for this task until the scope and amount of labor needed made clear? **Yes, LSERS will perform this work.**
46. Item Code DC007 – please provide a list of the fields that LSERS Web has that iSeries does not have. **We will provide when the new database design is being developed.**
47. Section VII Attachments, b) Attachment II: Proposal Information, 1. Executive Summary states “It should include a positive statement of compliance with contract terms.” Section IV is

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referenced but it does not provide specific contract terms. Can you provide a sample contract for review? **This will be provided to chosen contractor.**

48. Section VII Attachments, b) Attachment II: Proposal Information, 7. Administrative Information states "with copies of insurance policies." Would you like the full insurance policy included with the proposal or will a Declaration Page be adequate? **Declaration page would be adequate.**

49. What do you anticipate regarding the availability of LSERS staff for legacy data conversion? **Staff will make themselves available but should not be expected to be attached to the development on a full time basis.**