

eWIC Project Management RFP 16-04

Responses to Bidder Questions

Part 2

1. Can a bidder be awarded both the PM contract and the QA contract?

Bidders may bid on both RFPs and may be awarded both RFPs, however, if a bidder bids on both RFPs, the bidder must demonstrate in the proposal how the duties and responsibilities of quality assurance and project management will be carried out in an objective manner and how potential conflict of interest will be mitigated.

2. Table of Contents, Section 3.9 and 5.8. The TOC references Appendix A - NH Specific Contract Terms; para 3.9 refers to Appendix A – exceptions to terms and conditions; and para 5.8 refers to Appendix A- New Hampshire Specific Provisions. There is not an Appendix A. Please clarify.

Both of these appendices are posted on the website.

3. Section 1.2. Which MSC WIC Program holds the contract for the MSC Project Manager and has this position been filled?

There is no contract for the MSC Project Manager. The MSC Project Manager relates to the shared MIS. The position is located within the Kansas WIC office.

4. Section 1.3. Is the Project Manager anticipated to be a full time position for each separate WIC Program, ITCA and New Hampshire?

Since the Project Managers will be contract positions, they are not designated as full or part time.

5. Section 2. We will be shipping via Federal Express and a POC phone number is required. Please provide phone number for shipping label.

The phone number for ITCA, 602-258-4822, may be used.

6. Exhibit B, Deliverable 1. Will the WIC Programs please clarify if the PM contractor is responsible for creating an integrated PMP for QA services, eWIC Provider, and MIS contractor for each WIC Program ITCA and New Hampshire?

Each state's project schedule will be developed by the QA Contractor and is expected to be a compilation of information provided by the eWIC Service Provider, MIS contractor and PM.

7. Exhibit B, Deliverable 2. Will ITCA and New Hampshire please clarify who will create and maintain the document repository and if this will be hosted at each state agency or is the PM contractor expected to host the SharePoint site?

We have not determined who will host the document repository but it will not be hosted by the PM contractor.

8. Exhibit B, Deliverable 3. Will the WIC Programs please quantify the number of MIS requirement sessions anticipated?

The requirement gathering is complete for the most part. As CQuest is drafting the specification and functional documents, there are clarifications being made to the requirements document. The MSC and

CQuest are expecting updates to take place as contractors come onto the project and provide their input. The number of future sessions is not known.

- 9. Exhibit B, Deliverable 3. Will the design sessions for the MIS be conducted separately for each WIC Program or are they conducted as a MSC group?**

They are conducted as a MSC group.

- 10. Exhibit B, Deliverable 4. Will the different WIC Programs in the MSC use their own unique MIS code base and functionality or is it the same code base and functionality for all three WIC Programs?**

The MSC uses the same code base and functionality.

- 11. Exhibit B, Deliverable 4. Will there be one MIS UAT event for the MSC or does each WIC Program, ITCA and New Hampshire conduct its own MIS UAT? If there is one MIS UAT, where does that take place?**

Each state completes its own UAT on site.

- 12. Exhibit B, Deliverable 5. Please clarify – Will both the PM and the QA Contractors be onsite during the first two weeks of each Pilot in each WIC Program, ITCA and New Hampshire?**

Yes.

- 13. Exhibit B, Deliverable 5. Will ITCA and New Hampshire please clarify how many retailer certifications are anticipated for each?**

There is a summary of the vendor readiness study in the IAPD that is posted on the ITCA website. The data was collected during the MSC Planning Phase and provides an estimate on the number of stores that are highly likely to integrate, potential candidates for integration and those that will most likely have a stand-beside.