

## ADDENDUM TWO

DATE: June 19, 2009

TO: All Vendors

FROM: Ruth Gray, Buyer  
 State Purchasing Bureau

RE: Questions and Answers for RFP Number 2942Z1  
 to be opened July 10, 2009, 2 PM Central Time

Following are the questions submitted and answers provided for the above mentioned Request For Proposal. The questions and answers are to be considered as part of the Request For Proposal.

QUESTIONS	ANSWERS
<p><b>1.</b> Omni is best-suited to provide services to Nebraska for a subset of requirements within the RFP versus bidding on the entire project. Given this, is it possible to bid accordingly? - If so, do the insurance/logistical requirements change?</p>	<p><b>RQ 16.</b> Vendor must bid on all seven components and complete each functionality matrix. This requirement does not apply to Background Checks and Learning Content Management because they will be considered separately.</p>
<p><b>2.</b> Are the respondents to the Background Check Services only portions required to submit responses to Section D. Project Approach, listed on pages 24-26? As it is written, it only specifies TMS respondents.</p>	<p>Bidders responding to Background Checks and Learning Content Management ONLY will not be required to submit responses to Section D. Project Approach, listed on pages 24-26 (Word document) and 24-26 (PDF document).</p>
<p><b>3.</b> Which sections, if any, in the Mandatory Business and Systems Requirements Matrix (pages 27-28) must be completed by Background Check Services only respondents? As it is written, we assume that this section only applies to TMS respondents.</p>	<p>Please see answer to question #2</p>

QUESTIONS	ANSWERS
<p>4. In reference to pages 45-46, Background Checks, the descriptive paragraph references National Crime Information Center (NCIC) checks. The matrix below does not mention the National Crime Information Center (NCIC) checks. Is it mandatory for respondents to the Background Check Services only portion to be required to provide National Crime Information Center (NCIC) checks in order to win the contract?</p>	<p>Yes. Please refer to the TMS Cost Schedule and Background Check Matrix that has been amended and posted to the website.</p>
<p>5. Learning Management - Reference requirement LM42, "Students should have ability to enter and track course notes on-line." Are these course notes provided by the instructor as a part of the student materials? Does this establish a requirement for the student to record course notes on-line?</p>	<p>LM 42: "Students should have ability to enter and track course notes on-line."  "Are these course notes provided by the instructor as a part of the student materials?"  This is a functionality the State would like to have, however is not a requirement listed in the Requirements section on pages 29–30 (Word document); 27-28 (PDF document).  "Does this establish a requirement for the student to record course notes online?" This is a functionality the State would like to have, however is not a requirement listed in the Requirements section on pages 29–30 (Word document); 27-28 (PDF document).</p>
<p>6. Learning Management - Reference requirement LM46, "Includes ability to have a "free access". Are the potential systems users that need the free access external learners or employees? Can the State please clarify who external users will be?</p>	<p>Some agencies in the State offer training to people outside the State system who would be considered external learners; however, the majority will be employees within the State.  One example of an external learner would be a contracted service vendor. The people who are eligible to enroll in these courses are charged for their attendance. External users will need the capacity to see information in the LMS, like the course calendar or course catalog in order to attend.</p>

QUESTIONS	ANSWERS
<p><b>7.</b> Compensation Management - Reference requirement R 14. Many of these data elements are payroll related as opposed to compensation. For example shift differential or roll call pay are tracked in a time system and input to payroll. Does the State want to use the Compensation solution to budget for them? Because the amount of time actually spent is unknown calculating compensation would not be feasible. Is the intent to report the data back on the compensation statement via a feed from their payroll system to provide a total compensation picture?</p>	<p>The intent is for the State not to develop a budget or payroll system.</p> <p>“Does the State want to use the Compensation solution to budget for them?” No. The State currently has a budget system.</p> <p>“Because the amount of time actually spent is unknown calculating compensation would not be feasible.” The State agrees with this statement.</p> <p>“Is the intent to report the data back on the compensation statement via a feed from their payroll system to provide a total compensation picture?” Yes. Data should be available in the TMS via a feed from the State’s ERP J.D. Edwards 8.10 (upgrading to J.D. Edwards Enterprise One 9.0 in December, 2009), to be able to present a total compensation picture.</p>
<p><b>8.</b> Compensation Management - Reference Requirement CP 10, “Should store and search database of multiple structures of job classification specifications and multiple compensation systems”. Can the State clarify what is expected with this requirement?</p>	<p>Within Nebraska State government, there are multiple classification structures. There are agencies that must follow rules put forth by the State Personnel Classified System. There are agencies that fall outside the State Personnel Classified System. Of the 18 agencies that fall outside of the State Personnel Classified System, some created and currently maintain their own classification and corresponding pay structure. The solution should be able to support and manage multiple classifications and pay structures.</p>

QUESTIONS	ANSWERS
<p><b>9.</b> Compensation Management - Reference Requirement CP 11. Position management is typically done in an HR system. Can the State please clarify in what way you would like the Compensation Management to impact position management?</p>	<p>Ideally, the State would like positions to be managed through TMS workflow, accountability, and reporting purposes, but housed in the State's system of record, J.D. Edwards 8.10 (upgrading to J.D. Edwards Enterprise One 9.0 in December, 2009). See the TMS RFP Position Control Matrix on page 94 (Word document); page 92 (PDF document).</p> <p>The State would like the ability to track and report on a position's history, including salary changes, and position reclassifications (and the job duties associated with those positions). For example, the Legislature approves ten (10) additional positions to be added for a specific agency. Two years later, the same agency is asking for an additional ten (10) positions for the same reason. The State would like to be able to determine what happened with the previous ten (10) positions in order to adequately justify the additional ten (10) positions.</p> <p>In terms of how compensation and position management interact, at minimum, the State would like the ability to determine the fiscal impact of adding a new position, and/or reclassifying a position, based on an agency's available PSL (see RFP glossary for PSL definition).</p>
<p><b>10.</b> Compensation Management - Reference Requirement CP 19, "Should provide appropriate staff with access to historical salary, bonus, performance ratings and titles that correlate this information with market data". Can the State please provide details as to what is desired by the data correlation?</p>	<p>The State is looking for the solution to have benchmarking capabilities between private sector pay scales, including bonuses and performance considerations, and the public sector pay scales.</p> <p>The State would like multiple staff at various organizational levels to have access to this information.</p>
<p><b>11.</b> Compensation Management - Does the State envision management of the compensation of Union employees with the new system?</p>	<p>Yes, the State does envision management of compensation for Union employees (approximately 10,000 Union covered employees).</p>
<p><b>12.</b> General - Does the State require Tier One Help Desk (end-user support)?</p>	<p>Yes, the State currently has a Tier One Help Desk; however, the State does want a full description of what the bidder has to offer so the State can provide the best help desk support possible to our end users.</p>

QUESTIONS	ANSWERS
<p><b>13.</b> General - When does the State envision the new system to “Go Live”? Is the State envisioning a phased implementation? Does the State have a preference as to what functionality needs to go live first?</p>	<p>Please review pages 103 and 104 of the RFP (Word document), Section A. “Deliverables.” (PDF document pages 101 and 102).</p>
<p><b>14.</b> General - Please elaborate on the State’s Training needs for the LMS administrators:</p> <ul style="list-style-type: none"> <li>a. How many administrators need to be trained?</li> <li>b. Does the State leverage a train-the-trainer approach for the administrators? Will the State have any external administrators that will need to be trained?</li> <li>c. To what extent does the State require the vendor to support your organization with end-user rollout?</li> </ul>	<ul style="list-style-type: none"> <li>a. Depending on the security role structure of Learning Management System administrators, the State may need between 5-15 Learning Management System administrators trained.</li> <li>b. The State will leverage a train-the-trainer approach and the bidder should provide a plan for end-user rollout that can accommodate the State’s workforce of approximately 20,000 statewide users. The State will not have external administrators that will need training.</li> <li>c. The bidder should provide a plan for end-user rollout that can accommodate the State’s workforce of approximately 20,000 statewide users.</li> </ul>

QUESTIONS	ANSWERS
<p><b>15.</b> General - Does the State have personnel that will be designated as the owners and managers of the TMS, and more specifically the LMS piece?</p> <ul style="list-style-type: none"> <li>a. How many people?</li> <li>b. What technical skills do these individuals hold?</li> <li>c. Does the State want these individuals to be trained to be able to manage the user accounts, curriculum structures, catalog listings, and other administration functions?</li> </ul>	<p>The State will work closely with the selected bidder and the agencies in order to determine the size, scope and time requirements of additional project team members.</p> <ul style="list-style-type: none"> <li>a. Currently the State has four (4) staff that will be dedicated to the TMS / LMS solution. Once a project plan from the selected bidder is reviewed and agreed upon, the State will identify additional staffing resources. The State does expect training for managing user accounts, curriculum structures, catalog listings and additional administrative functions.</li> <li>b. The employees currently involved in the TMS project from the State's side have Human Resources business functional expertise. The project manager was the Human Resources / Payroll Lead on the State's ERP implementation. Additional members of the team thus far have participated in the management of a large agency LMS and currently manage the State's Recruitment and Diversity programs. The technical knowledge of these individuals should not be an issue. If additional technical expertise is necessary, access to that technical expertise is available.</li> <li>c. Yes, the State expects training for these individuals on all aspects of the TMS, including the LMS piece.</li> </ul> <p>The State does expect that additional staff will participate in the roll-out and administrative functions of the TMS.</p>

QUESTIONS	ANSWERS
<p><b>16.</b> Interfaces - Please provide some additional information on the types of interfaces required:</p> <ol style="list-style-type: none"> <li>a. Do they need to be one-way or two-way?</li> <li>b. Do they need to be batch or near real-time interface?</li> <li>c. What data needs to be interfaced? (Learning history/completions, etc?)</li> </ol>	<ol style="list-style-type: none"> <li>a. The State is requiring a bi-directional (two-way) interface with the ERP (J.D. Edwards 8.10 (upgrading to JD Edwards Enterprise One 9.0 in December, 2009).</li> <li>b. The information may need to be available in both near / real-time and batch.</li> <li>c. The State will work closely with the selected bidder, the Nebraska Information System (JD Edwards 8.10 upgrading to JD Edwards 9.0 in December), and the agencies in order to determine what information will need to be interfaced. Examples of information will include: name, address, phone, hire date, supervisor, position number, class code, job title, business unit, agency name/number and facility, employment status at a minimum.</li> </ol>
<p><b>17.</b> Content - Does the State currently use any content authoring tools? If yes, please provide the tools used.</p>	<p>The State is currently decentralized in terms of content authoring. The State anticipates that any legacy data for authoring will be re-created in the new solution.</p>
<p><b>18.</b> Content - Please provide the size of the existing content libraries?</p>	<p>Please see answer to question #17.</p>
<p><b>19.</b> Content Where is content stored for the following?</p> <ol style="list-style-type: none"> <li>a. Production-Ready content?</li> <li>b. Asset used to create content – JPEGs, Text, Buttons, etc - Is it centralized or decentralized?</li> </ol>	<ol style="list-style-type: none"> <li>a. All learning activities within the State are currently decentralized. This includes, but is not limited to, registration and calendaring, courses offered online or otherwise, courses developed online or otherwise, data storage, training information being tracked, billing, purchasing and contracting, as well as, staff supporting these activities.</li> <li>b. See answer to a.</li> </ol>
<p><b>20.</b> Content - Does the State purchase content from 3<sup>rd</sup> party vendors? If yes, can you please provide the vendors and courses?</p>	<p>The State is currently decentralized in terms of on-line content / learning. There are approximately 80 agencies that could be utilizing 3<sup>rd</sup> party content. The State is looking for a more coordinated approach to both Learning Management and Learning Content Management.</p>

QUESTIONS	ANSWERS
<p><b>21.</b> Content - Does the State require the vendor to host and/or manage custom and off-the-shelf titles? Management could entail:</p> <ul style="list-style-type: none"> <li>a. Updates to content and associated revisions/updates within the LMS automatically</li> <li>b. Ensure communication is maintained (AICC/SCORM conformance, launch/tracking issues, etc)</li> <li>c. Ensure appropriate bandwidth and end-user delivery performance is maintained</li> </ul>	<p>The State does require the selected bidder to host and/or manage custom and off-the-shelf titles.</p> <ul style="list-style-type: none"> <li>a. The State expects the 3rd party vendor, or the content creator to revise and /or update information.</li> <li>b. The State expects the selected bidder to ensure communication is AICC/SCORM compliant, launch/tracking, issues, etc.</li> <li>c. The State expects the selected bidder to ensure communication and appropriate bandwidth between the course vendor and the proposed Learning Management System.</li> </ul>
<p><b>22.</b> Data Migration - Please identify and elaborate on the systems and data sets that require migration to the new LMS.</p> <ul style="list-style-type: none"> <li>a. What is the data currently stored in (Oracle DB, excel documents, paper)?</li> <li>b. What data fields are targeted for migration? – Courses, enrolments (past and future), legacy training history, etc?</li> <li>c. Will the State collect and manipulate source data into a mutually agreed upon flat-file specification?</li> <li>d. Is there a requirement for a one-time migration from/to each of these systems or a re-occurring interface?</li> </ul>	<p>The State will work closely with the selected bidder and the agencies in order to determine what information, in what formats will be imported into the new Learning Management System. The decision to have information migrated to the new system will be made by the agency owning the information.</p> <ul style="list-style-type: none"> <li>a. Much of the data currently being stored is in Excel and Access formats, paper documents, or can be migrated to the new system via a flat file format.</li> <li>b. The decision has not been made on which fields will migrate to the new Learning Management System.</li> <li>c. Yes.</li> <li>d. A one-time migration from/to each system will be made on an agency by agency basis.</li> </ul>
<p><b>23.</b> Data Migration - Does your organization have a resource (DBA, etc) who understands your current database structure and who can extract data into a pre-defined file and format?</p>	<p>The State does have access to DBA resources that can assist with data extracts and file formats. The State will work closely with the selected bidder and the agencies in order to determine what information, in what formats will be imported into the new Learning Management System.</p> <p>The decision to have information brought into the new system will be made by the agency owning the information.</p>

<b>QUESTIONS</b>	<b>ANSWERS</b>
<b>24.</b> Data Migration - Are there any external users accounts existing and will these user accounts need to be migrated to the new LMS?	The State is aware of only one external account that may need to be migrated. Data entry is done externally by one entity for one of the State's agencies. The decision to create an account or migrate data would be made by the agency owning the information.

QUESTIONS	ANSWERS
<p><b>25.</b> E-Commerce - Reference LM 46. The requirement mentions the LMS e-commerce feature. Please elaborate on the following:</p> <ul style="list-style-type: none"> <li>a. What form of payments must be supported? <ul style="list-style-type: none"> <li>i. If Credit Card, does the State currently have a payment gateway such as PayFlo Pro?</li> <li>ii. If purchase orders what is the desired business process around supporting purchase orders? Is physical verification and processing of purchase orders required prior to authorizing access to course registration and/or launching?</li> <li>iii. If checks what is the desired business process around supporting checks? Is physical verification and processing of checks required prior to authorizing access to course registration and/or launching?</li> <li>iv. If bill me's what is the desired business process around bill me's?</li> <li>v. If wire transfers what is the desired business process around supporting wire transfers?</li> </ul> </li> <li>b. Can the State please provide detailed information on the business process for refunds and charge backs if they are required?</li> </ul>	<p>#1. E-commerce, in this capacity, is new to the State. Once a bidder is selected, the State will evaluate best practices in these areas for implementation.</p> <p>Whatever process is chosen, the information will need to be interfaced with J.D. Edwards 8.10 (upgrading to J.D. Edwards Enterprise One 9.0 in December, 2009), financial system.</p> <ul style="list-style-type: none"> <li>a. "What form of payments must be supported?" <ul style="list-style-type: none"> <li>i. "If Credit Card, does the State currently have a payment gateway such as PayFlo Pro?" Please refer to statement #1.</li> <li>ii. "If purchase orders what is the desired business process around supporting purchase orders?" Please refer to statement #1. "Is physical verification and processing of purchase orders required prior to authorizing access to course registration and/or launching?" Please refer to statement #1.</li> <li>iii. "If checks what is the desired business process around supporting checks?" Please refer to statement #1. "Is physical verification and processing of checks required prior to authorizing access to course registration and/or launching?" Please refer to statement #1.</li> <li>iv. "If bill me's what is the desired business process around bill me's?" Please refer to statement #1.</li> <li>v. "If wire transfers what is the desired business process around supporting wire transfers?" Please refer to statement #1.</li> </ul> </li> <li>b. "Can the State please provide detailed information on the business process for refunds and charge backs if they are required?" Please refer to statement #1.</li> </ul>

<b>QUESTIONS</b>	<b>ANSWERS</b>
<p><b>26.</b> Copies of the completed RFP - Do you want the 12 copies of the RFP to be copies of the original signed RFP? Do the 2 Electronic copies need to have an electronic signature as well?</p>	<p>Yes; the 12 copies of the RFP are to be copies of the original signed RFP.</p> <p>Yes; the 2 electronic copies need to be signed as well.</p>
<p><b>27.</b> In the LMS section where the courses are listed do you want the vendor to configure the listed courses during the implementation?</p>	<p>If the courses have been identified and selected, the expectation is for the selected bidder to configure the courses.</p>
<p><b>28.</b> Do you want the vendor selected to deliver the tools to develop WBT?</p>	<p>Yes. The State will rely on the selected bidder to deliver tools to develop WBT.</p>

QUESTIONS	ANSWERS
<p><b>29.</b> Can you define what Cascading Style Sheets are?</p>	<p>Cascading Style Sheets (CSS) is a style sheet language used to describe the presentation (that is, the look and formatting) of a document written in a markup language. Its most common application is to style web pages written in HTML and XHTML, but the language can be applied to any kind of XML document, including SVG and XUL.</p> <p>CSS is designed primarily to enable the separation of document content (written in HTML or a similar markup language) from document presentation, including elements such as the colors, fonts, and layout. This separation can improve content accessibility, provide more flexibility and control in the specification of presentation characteristics, enable multiple pages to share formatting, and reduce complexity and repetition in the structural content (such as by allowing for tableless web design). CSS can also allow the same markup page to be presented in different styles for different rendering methods, such as on-screen, in print, by voice (when read out by a speech-based browser or screen reader) and on Braille-based, tactile devices. While the author of a document typically links that document to a CSS stylesheet, readers can use a different stylesheet, perhaps one on their own computer, to override the one the author has specified.</p> <p>CSS specifies a priority scheme to determine which style rules apply if more than one rule matches against a particular element. In this so-called <i>cascade</i>, priorities or <i>weights</i> are calculated and assigned to rules, so that the results are predictable.</p> <p>The CSS specifications are maintained by the World Wide Web Consortium (W3C). Internet media type (MIME type) text/css is registered for use with CSS by RFC 2318 (March 1998).</p>
<p><b>30.</b> What is your anticipated go live date with the new application you select?</p>	<p>Please review pages 103 and 104 of the RFP (Word document), Section A. "Deliverables." (PDF document review pages 101 and 102) of the RFP, Section A. "Deliverables."</p>

QUESTIONS	ANSWERS
<p><b>31.</b> What other 3rd party reporting tools do you have in place besides Crystal?</p>	<p>There are other reporting tools currently in use throughout the State including, but not limited to: ReportWriter and OBIEE (Oracle Business Intelligence Enterprise Edition), previously Siebel.</p> <p>The State expects a reporting tool within the TMS.</p>
<p><b>32.</b> For the Background checks are you wanting the vendor to store the results, or actually perform the various checks?</p>	<p>The State would prefer the selected bidder conduct the background checks; however, the State will consider options for both conducting the checks and storing the results.</p>
<p><b>33.</b> In regards to the Blogs/Chat Rooms - does the vendor need to supply a built in Blog/Chat Room tool, or simply link from the portal to an existing Blog/Chat Room?</p>	<p>The State is looking for the ability to utilize blogs/chat rooms specifically for State employees. This functionality is not currently available statewide.</p>
<p><b>34.</b> Are you looking for the vendor to provide instant messaging built into the solution so users of the system can instant message each other?</p>	<p>The State expects the Social Networking component to provide a variety of ways for users to interact such as email, instant messaging, blogging, podcasts and wikis. This functionality can reside within the Social Networking component and/or other components within the TMS.</p>
<p><b>35.</b> With regards to Competency Management - are you looking to build your own competencies, or integrate with a competency library that you already have in place?</p>	<p>The State is looking to acquire a competency library with this solution. <b>RQ 8.</b> Must include a competency library that integrates with all components of the solution. The competency library must include, at minimum, competencies and their descriptions, behaviors that support the competency, and suggested activities to enhance the competency.</p>
<p><b>36.</b> Do you want the selected vendor to host all of the content (i.e. streaming video, WBT, blogs, chat rooms, etc...)?</p>	<p>Yes, the State does expect the selected bidder to host all of the content.</p>
<p><b>37.</b> When a Requisition is submitted and approved do you want that Requisition to be automatically posted to the defined social networking sites? Do you post jobs to Monster, Hot Jobs, etc...? Please let us know the most commonly used job boards.</p>	<p>The State would like to automatically post to job boards, once the appropriate approvals are secured through workflows within the system. CareerBuilder is currently utilized and the State is looking to expand the use of advertising opportunities. The State is also considering the use of Social Networking sites for advertising. <b>SN 12.</b> Describe which social networking sites your solution has worked directly with and the results of those efforts.</p>

QUESTIONS	ANSWERS
<p><b>38.</b> Does the selected vendor need to provide the tools to develop WBT classes, or simply link to content already developed?</p>	<p>The selected bidder must provide the tools to develop WBT classes.</p> <p>The State is currently decentralized in terms of content authoring. The State anticipates that any legacy data for authoring will be re-created in the new solution.</p> <p>The State does expect the selected bidder to link to 3<sup>rd</sup> party courses.</p>
<p><b>39.</b> In regards to Podcasts - does the vendor need to supply the application to record/edit Podcasts, or simply link to Podcasts that are created in an existing tool?</p>	<p>The selected bidder will need to provide the tools to record and edit podcasts.</p>
<p><b>40.</b> Funding - Has the funding been fully approved for this project?</p>	<p>The State has allocated budget dollars for this project.</p>
<p><b>41.</b> Funding - What are the approved funding amounts for years 1-5 where the State is requesting pricing</p>	<p>The State urges all prospective bidders to respond with their most competitive bid based on their proposed solution to the project objectives as outlined in the Request for Proposal.</p>
<p><b>42.</b> Funding - What is included in these funding amounts listed above?</p>	<p>Please see answer to question #41.</p>
<p><b>43.</b> Funding - What, if any, additional funding could be available for this project?</p>	<p>Please see answer to question #41.</p>
<p><b>44.</b> Vendor Response Requirements - If the "Available via 3<sup>rd</sup> Party" box is checked, must that component be priced in the pricing section?</p>	<p>Yes. <b>RQ 17.</b> The State will only consider bids from one primary bidder with up to three subcontractors to complete the Talent Management Software Solution. This requirement does not apply to background check services and online learning content because they will be considered separately.</p> <p>The State intends to award one contract for the entire scope of the solution. The State recognizes that there may not be one bidder that can provide the entire solution. Bidders are required to create a partnership, or partnerships, in order to submit one proposal.</p> <p>If partnerships are created, there must be a primary bidder, with other vendors considered subcontractors. The exception to this approach is the content of online Learning Content Management courses and Background Checks.</p>

QUESTIONS	ANSWERS
<p><b>45.</b> Requirements - RQ2 – If OFCCP Compliance for Federal Contracts is not available, would a certified vendor statement such as <i>“We are an environment that embraces diversity and equal opportunity. We strive to hire the best employees and maintain a diverse workforce. Core to our values of Collaboration and Respect for the individual, the concept of inclusion has become a business imperative. This business tactic encourages diversity to better serve our heterogeneous customer base We attract the most qualified candidates through an inclusive environment that automatically attracts and retains more diverse talent.”</i> be acceptable for this requirement?</p>	<p>No. The State requires OFCCP compliance and not a certified vendor statement. Please refer to the Federal Department of Labor website:  <a href="http://www.dol.gov/esa/regs/compliance/ofccp/aqs/iappfaqs.htm">http://www.dol.gov/esa/regs/compliance/ofccp/aqs/iappfaqs.htm</a>.</p>

QUESTIONS	ANSWERS
<p><b>46.</b> Requirements - RQ 16,17 - Will that State consider responses to <u>components</u> of the solution rather than a single-bid approach for all components? Although you have specified online learning courses and background checks specifically, the State could get the best solution through this approach? The State has identified project requirements and implementation schedule for essentially three areas:</p> <ol style="list-style-type: none"> <li>1. Hiring (ATS, background checks, on-boarding, assessments, background</li> <li>2. Learning (Learning, content management, on-line courses)</li> <li>3. Employee Performance and Evaluation (Performance, Succession, Compensation)</li> </ol> <p>With these high-level requirement areas, would the State could consider a <u>best of breed</u> approach for these three requirements and not rely on a single vendor for a solution that will not be as robust as a best-of-breed approach?</p>	<p>No. Please see requirements below.</p> <p><b>RQ 16.</b> Vendor must bid on all seven components and complete each functionality matrix. This requirement does not apply to Background Checks and Learning Content Management because they will be considered separately.</p> <p><b>RQ. 17.</b> The State will only consider bids from one primary vendor with up to three subcontractors to complete the TMS. This requirement does not apply to Background Checks and Learning Content Management because they will be considered separately.</p>
<p><b>47.</b> Requirements - SN 1-12 – Best practices is to utilize commercially available tools for many of these requirements with links to external sites and tools. Does the State have standards for the tools requested (i.e. Yahoo, SharePoint, Discussion Boards or Google)? If not, is it the intention of the State to acquire and/or define standards for these tools is part of this RFP?</p>	<p>All standards for the tools requested can be found on the State of Nebraska, NITC website: <a href="http://www.nitc.ne.gov/standards/">http://www.nitc.ne.gov/standards/</a></p>

QUESTIONS	ANSWERS
<p><b>48.</b> Requirements - CP1-23: There are many requirements listed that are typically handled by a centralized HRIS system. Typically a talent management vendor will use HRIS, Payroll, and other information to create a central repository for these multiple data elements. Is it the intention of the State to maintain a single “system of record” within your HRIS system? For example, Requirements CP2 call for the ability to “create and maintain” classification categories. Do you have this information in your HRIS? If created and maintained in the Talent Management Systems, will you need to send this information back the HRIS? Will this be on ongoing or one-time process? The same question would apply to CP6, CP9, CP10, CP11, CP12, CP13, and CP21.</p>	<p>The State does intend to maintain a system of record, J.D. Edwards 8.10 (upgrading to J.D. Edwards Enterprise One 9.0 in December, 2009).</p> <p>The information referred to in this question is housed in the State’s system of record.</p> <p>The State does not have this information currently within J.D. Edwards ERP.</p> <p>The State is requiring an interface with J.D. Edwards 8.10 (upgrading to J.D. Edwards Enterprise One 9.0 in December, 2009), in order to send information between the TMS and J.D. Edwards. Once a bidder is selected the State will determine whether this information feed needs to occur only once or on an ongoing basis.</p> <p>The answers above will apply to the rest of the questions (CP 6, CP 9-13 and CP 21).</p> <p>Additionally, the State has grouped functionality matrices together, knowing that different software solutions may categorize functionality in different ways. If this functionality is housed in another component of your solution, make a note to that effect on the appropriate matrix.</p>
<p><b>49.</b> After reviewing the Cost Spreadsheet, I see that pages 41-46 have a Background Screening title, but the pages are blank. Can you confirm that there is not additional content that is to be priced on these pages?</p>	<p>The State has added NCIC checks to the cost schedule and matrix.</p> <p>Please refer to the TMS Cost Schedule and Background Check Matrix that has been amended and posted to the website.</p>
<p><b>50.</b> Does the RFP require <u>only</u> General Services Administration (GSA) pricing?</p>	<p>No. The State does not require only GSA pricing.</p>
<p><b>51.</b> What Learning Management system do you currently have now?</p>	<p>There is currently no statewide Learning Management System.</p>
<p><b>52.</b> Is that system integrated to your current enterprise software?</p>	<p>Please see answer to question #51.</p>
<p><b>53.</b> What are the primary pain points of your current Learning Management system, or what are the top 3-4 features that need to be improved?</p>	<p>Please see answer to question #51.</p>
<p><b>54.</b> Would you consider any non Software-as-a-Service options?</p>	<p>No. The State is seeking a Software-as-a-Service option.</p>

QUESTIONS	ANSWERS
<p><b>55.</b> Item RQ13 refers to a bi directional interface to JD Edwards 9.0 what data will be expected to be transferred between the two systems? Applicants, Employees, Job competencies etc.</p>	<p>Examples of data to be collected and interfaced between the TMS and JD Edwards Employee Master include: name, address, phone, hire date, supervisor, position number, class code, job title, business unit, agency name/number and facility, employment status at a minimum.</p>
<p><b>56.</b> How many people will the State have to participate in the implementation project?</p>	<p>Please see answer to question #15.</p>
<p><b>57.</b> What will their roles be, and how much time will they be able to allocate to this project?</p>	<p>The State will determine appropriate staffing roles and time allocation based on the selected bidder's response and project plan.</p>
<p><b>58.</b> Are there any drop dead start or go-dead dates? If yes, please describe.</p>	<p>Please review pages 103 and 104 of the RFP (Word document), Section A. "Deliverables." (PDF document review pages 101 and 102) of the RFP, Section A. "Deliverables."</p>

QUESTIONS	ANSWERS
<p><b>59.</b> Can any of the terms listed below be amended or removed from the RFP?</p> <ul style="list-style-type: none"> <li>a. EARLY TERMINATION</li> <li>b. FUNDING OUT CLAUSE OR LOSS OF APPROPRIATIONS</li> <li>c. BREACH BY CONTRACTOR</li> <li>d. PENALTY</li> <li>e. RETAINAGE</li> <li>f. PERFORMANCE BOND</li> </ul>	<p>Please reference Section III. "Terms and Conditions" which provides instructions for submitting exceptions to the Terms and Conditions; it states as follows:</p> <p>"Bidders are expected to closely read the Terms and Conditions and provide a binding signature of intent to comply with the Terms and Conditions; provided, however, a bidder may indicate any exceptions to the Terms and Conditions by (1) clearly indentifying the term or condition by subsection, (2) including an explanation for the bidder's inability to comply with such term or condition which includes a statement recommending terms and conditions the bidder would find acceptable. Rejection in whole or in part of the Terms and Conditions may be cause for rejection of a bidder's proposal."</p> <p>Also, in Section III. R. "Deviations From the Request For Proposal"; it states as follows:</p> <p>"The requirements contained in the Request for Proposal become a part of the terms and conditions of the contract resulting from this Request for Proposal. Any deviations from the Request for Proposal must be clearly defined by the bidder in its proposal and, if accepted by the State, will become part of the contract. Any specifically defined deviations must not be in conflict with the basic nature of the Request for Proposal or mandatory requirements. "Deviation", for the purposes of this RFP, means any proposed changes or alterations to either the contractual language or deliverables within the scope of this RFP. The State discourages deviations and reserves the right to reject proposed deviations."</p>

QUESTIONS	ANSWERS
<p><b>60.</b> The information below represents our first round participation, providing that there is a need to protect users passwords and improve security into this system. I have read through the RFP and found the following areas that are applicable to our solution: RQ 11. Must include ability to change password on demand and provide a user-prompt at prescribed intervals. TR 19. Describe how your solution integrates with J.D. Edwards/PeopleSoft 8.10 (moving to Oracle J.D. Edwards Enterprise One 9.0 by December, 2009.) Describe any limitations to integration. TR 21. Describe how your solution integrates via Lightweight Directory Access Protocol (LDAP). I did not find any requirements which focus on password protection, authentication, user identity protection...etc, so I do not know if there is a need. We can/have integrated into many applications, platforms and databases like LDAP. If there is a need, I would think integrating our solution during the install would make the most sense. If not then maybe it can be at a later date for this Talent Management Solution OR maybe there are other applications/portals where the need to protect passwords and bolster security are a priority. I look forward to your response and if we can be considered part of the overall solution specific to protecting users static passwords.</p>	<p>Please see answer to question #46.</p>
<p><b>61.</b> Please let us know if you would look for re-engineering your current decentralised business process (On-boarding, Performance Management, Learning Development/Training etc) amongst 80 agencies of State of Nebraska?</p>	<p>Current processes are either paper-based or non-existent. The State expects the selected bidder and new TMS to come with best business practice models that do not need customization. The State expects the ability to re-configure established workflow and templates in the new TMS system.</p>
<p><b>62.</b> If else, please let us know if the TMS system is expected to support 80 different business processes for all 80 different agencies?</p>	<p>The State expects the selected bidder and new TMS to come with best business practice models that do not need customization. Once a bidder is selected, the State will work closely with the bidder and the agencies in order to determine the proper workflows for the State.</p>

QUESTIONS	ANSWERS
<p><b>63.</b> Please let us know if you would be flexible to re-engineer few of your current decentralised Business process to a State wide unified process, which may significantly help to reduce customisation of the proposed new TMS system?</p>	<p>Please see answer to question #61.</p>
<p><b>64.</b> Please let us know the detailed business process regarding the Compensation Management that is expected to be catered by the TMS system?</p>	<p>Please refer to the RFP Compensation Management section pages 91-93 (Word document); pages 89-91 PDF document).</p>
<p><b>65.</b> Please let us know if we can partner with other companies for online learning catalogue and background check process?</p>	<p>Yes. Each bidder has the option of partnering for online Learning Content Management and Background Checks.</p>
<p><b>66.</b> Please provide us your current system landscape highlighting the presence of any 3<sup>rd</sup> party/ Legacy system managing the TMS and allied functionality currently?</p>	<p>The State does not have any current system landscaping. The acquisition of a SaaS delivery model of a TMS is new to Nebraska State Government.</p>
<p><b>67.</b> Please let us know if the new TMS system is expected to interface/Integrate with any one of your current 3<sup>rd</sup> party/ Legacy system; and if yes the number of interface/integration required?</p>	<p>The State will require an interface to the current ERP system J.D. Edwards 8.10 (upgrading to J.D. Edwards Enterprise One 9.0 in December, 2009).</p>
<p><b>68.</b> Please let us know if you are using any Report for managing your current Talent Management business process and can you provide us as a consolidated list of Report required from the proposed new TMS system?</p>	<p>The State does not currently have a TMS. The reporting features of the TMS must be flexible and <b>configurable</b> to meet the State's needs without customization.</p>
<p><b>69.</b> Please let us know if you are using any system presently to maintain the current workforce/employee related data (basic personnel data) like:</p> <ul style="list-style-type: none"> <li>a. Employee Name</li> <li>b. Agency Name</li> <li>c. Program</li> <li>d. Business Unit</li> <li>e. Employee Address</li> <li>f. Book number</li> <li>g. Department</li> <li>h. Location</li> <li>i. Supervisor Name</li> <li>j. Compensation</li> </ul>	<p>The State's system of record for employee data is J.D. Edwards 8.10 (upgrading to J.D. Edwards Enterprise One 9.0 in December, 2009).</p>

QUESTIONS	ANSWERS
<p><b>70.</b> Please let us know where and how are you presently maintain the life events history of employee like:</p> <ul style="list-style-type: none"> <li>a. Promotion</li> <li>b. Termination</li> <li>c. Pay Change</li> <li>d. Deputation</li> <li>e. Demotion</li> <li>f. Transfer</li> <li>g. Retirement</li> <li>h. Rehire</li> </ul>	<p>These events are currently handled in J.D. Edwards 8.10 (upgrading to J.D. Edwards Enterprise One 9.0 in December, 2009).</p>
<p><b>71.</b> Please let us know if you would expect the new proposed TMS to hold and maintain the employee data as mentioned in the question number 7 &amp; 8? In such case – please let us know if</p> <ul style="list-style-type: none"> <li>a. You would expect the history of data to be migrated/uploaded in the new TMS system?</li> <li>b. How many years of history data you would want to migrated/uploaded?</li> <li>c. If else, do you plan any interface with possible legacy system holding such data with the new proposed TMS system for securing basic employee work related data?</li> </ul>	<p>J.D. Edwards 8.10 (upgrading to J.D. Edwards Enterprise One 9.0 in December, 2009) is the State’s current system of record for employee data and will require an interface between the TMS and J.D. Edwards.</p> <p>The State expects the TMS to support a bi-directional interface with ERP J.D. Edwards 8.10 (upgrading to J.D. Edwards Enterprise One 9.0 in December, 2009)., in order for information to flow between the two systems.</p> <ul style="list-style-type: none"> <li>a. The State will require an interface to J.D. Edwards.</li> <li>b. No history data will need to be migrated/uploaded.</li> <li>c. The State will require an interface to J.D. Edwards.</li> </ul>
<p><b>72.</b> What is number of years and volume of data available in each functional areas to be migrated to the new system</p>	<p>With the possible exception of training records, there is no data migration planned at this time.</p>
<p><b>73.</b> Please let us know if you maintain position for employees?</p>	<p>Yes, the State maintains position control for employees in JD Edwards 8.10 (upgrading to 9.0 in December, 2009).</p>
<p><b>74.</b> Please describe the detailed requirement for Configurable Dashboard and also let know if you are looking for Business Intelligence dashboard to maintain KPI’s</p>	<p>The State expects the new TMS to come with configurable dashboard models that do not need customization. The State expects the ability to re-configure dashboards as needed and Business Intelligence dashboards to maintain key performance indicators (KPI’s).</p>

QUESTIONS	ANSWERS
<p><b>75.</b> Please let us know how are you managing and maintaining Skills Assessment, Rating, goals, Feedback Approval and Competency date and the number of years of history data to be considered if you wish to migrate/upload all these date to the new proposed TMS system?</p>	<p>The State currently manages skills assessments on a decentralized basis. Much of what is utilized is done manually and in paper format. There will be no data to migrate.</p>
<p><b>76.</b> Please explain the requirement as narrated in question number LM 101 - integrated automatic custom e-mail for e-commerce transactions in details?</p>	<p>E-commerce, in this capacity, is new to the State. Once a bidder is selected, the State will evaluate best practices in these areas for implementation in the State.</p> <p>Whatever process is chosen, the information will need to be interfaced with J.D. Edwards 8.10 (upgrading to J.D. Edwards Enterprise One 9.0 in December, 2009) financial system.</p>
<p><b>77.</b> Please let us know if you would be flexible regarding the Implementation Due Date as mentioned in the Deliverable section and also if you be flexible to re-group and realign the Implementation Due Date for the different modules like (Applicant Tracking System Component, On-boarding/Off-boarding Component, Assessments and Background Checks Components, Learning Management and Content System Component and Online Learning Courses, Performance Management Component, Succession Planning Component and Compensation Management Component)?</p>	<p>Please review pages 103 and 104 of the RFP (Word document), Section A. "Deliverables." (PDF document review pages 101 and 102) of the RFP, Section A. "Deliverables."</p> <p>The State believes the dates put forth in the RFP are target dates, not suggestions for implementation.</p>
<p><b>78.</b> Please let us know if all the 140 Human Resource professionals would be using the system as the Core Business User (or Power user or Administrator)?</p>	<p>The role of each Human Resources professional will be based on that individual's role and authorized level of security. The State's plan is to limit the number of system administrators; however, there may be many power users within the TMS.</p> <p>Once a bidder is selected, the State will work closely with the selected bidder and the agencies in order to determine the proper access for the Human Resources staff, as well as all end-users in the State.</p>

QUESTIONS	ANSWERS
<p><b>79.</b> Please let us know if you are using J.D. Edwards/PeopleSoft for any of your business process and the likely details of interface of this system with proposed new TMS system?</p>	<p>The State does utilize JD Edwards as our ERP and once a bidder is selected, the State will work closely with the selected bidder in order to determine what information, in what formats will be bi-directionally fed into the TMS and J.D. Edwards 8.10 (upgrading to J.D. Edwards Enterprise One 9.0 in December, 2009).</p>
<p><b>80.</b> Please let us know if you would be open for onsite/offshore model of delivery for this proposed project where a significant development work is carried out from an offshore development centre?</p>	<p>The State does not expect any type of development to occur. The State expects to contract for a pre-developed, off-the-shelf Software-as-a-Service delivery model, that will not require customization. The State does require the ability to <b>configure</b> templates, fields, etc. within the TMS.</p>
<p><b>81.</b> Please let us know if the levels of post implementation maintenance and support (Enhancements/Maintenance, Emergency Fixes – Production Support, Support Hours, Help-Desk Support, Help-Desk support by Telephone, Email or Ticketing Tool) required by state?</p>	<p>Please see the Customer Support / Maintenance Matrix, pages 99 and 100 of the TMS RFP. (Word document); 97 and 98 (PDF document).</p>
<p><b>82.</b> Please let us know if you have any Documentations regarding detailed Business Process and if the same can be made available to us to asses the level of customisation required for the proposed TMS system?</p>	<p>The State will be relying on the selected bidder to bring best business practices for the State to utilize with minimum reconfiguration.</p> <p>Once a bidder is selected, the State will work closely with the bidder and the agencies in order to determine the best processes to implement for the State.</p>