

**Appendix A
4119Z1**

**State of Nebraska
Department of Insurance**

**Request for Proposal
Mandatory Technical and Functional
Requirements Matrix**

1. MANDATORY TECHNICAL AND FUNCTIONAL REQUIREMENTS FOR EXCHANGE SOLUTION

BIDDER INSTRUCTIONS

The matrix delineates mandatory requirements. The first level of evaluation is based on the bidder's response to all "Mandatory" requirements with "Yes". If any of these mandatory requirements are left blank, not filled in with a "Yes", the bidder's proposal response **will not move forward in the evaluation process.**

	Mandatory Requirement	Mark "Yes" if Proposal Meets Mandatory Requirement	Section & Page # of Proposal Where Requirement Referenced Is Located
RQ 1.	The contractor must use one or more Commercial Off-the-Shelf (COTS) software packages or components in the proposed Exchange Solution. These COTS products must be engaged and maintained by the contractor itself or by one or more subcontractor(s) engaged by the bidder.		
RQ 2.	The web portal component of the proposed Exchange Solution must be 100% accessible via the Internet and require no desktop software (including specialized plug-ins and applets) except for the commercially-available web browsers listed below. <ul style="list-style-type: none"> • Internet Explorer Version 8.0 or greater • Mozilla Firefox Version 6 or greater • Google Chrome Version 20 or greater • Apple Safari version 5.1 or greater • Opera Browsers 10 or greater 		
RQ 3.	The Call Center must be located and staffed in the State of Nebraska. This Mandatory requirement is not applicable if the bidder chooses not to include a bid on the Call Center component of this Request for Proposal. The bidder will lose points for not bidding the call center component for the Exchange Solution.		
RQ 4.	The bidder must include a roadmap in their Exchange Solution proposal, showing the critical functionality that will be delivered and how it will be delivered in accordance with the PPACA mandated deadlines.		

	Mandatory Requirement	Mark “Yes” if Proposal Meets Mandatory Requirement	Section & Page # of Proposal Where Requirement Referenced Is Located
RQ 5.	Bidder must include in their Exchange Solution proposal an implementation approach that will be used to complete this project on time and in a high quality manner.		
RQ 6.	Bidder must include in their Exchange Solution proposal that the bidder understands the vision for the Exchange and the expectations of the State.		
RQ 7.	Bidder must include in their Exchange Solution proposal that the bidder understands the business requirements and challenges.		
RQ 8.	Bidder must include in their Exchange Solution proposal a description of required interfaces; including allowance for future interfaces desired and defined within the proposal.		
RQ 9.	Bidder must include in their Exchange Solution proposal a written staffing plan that includes the roles and responsibilities of staff needed to support the ongoing business functions of the Exchange Solution.		
RQ 10.	Bidder must include in their Exchange Solution proposal a description of the bidder’s approach to determining the organizational structure of the bidder team and how it will interact with the State and key stakeholders.		
RQ 11.	Bidder must include in their Exchange Solution proposal a written communications plan addressing the roles and responsibilities and method of communication between the bidder, the State, and any approved subcontractor(s).		

	Mandatory Requirement	Mark “Yes” if Proposal Meets Mandatory Requirement	Section & Page # of Proposal Where Requirement Referenced Is Located
RQ 12.	Bidder must include in their Exchange Solution proposal an initial set of project risks identified by the bidder and associated mitigation plans to be loaded into a risk and issue tracking tool.		
RQ 13.	Bidder must include in their Exchange Solution proposal a written technical design approach with technical diagrams describing the proposed technical solution.		
RQ 14.	Bidder must include in their Exchange Solution proposal a list of components for the Exchange Solution including hardware, software, and other needed components to facilitate the Exchange Solution.		