

Pete Ricketts, Governor

**ADDENDUM ONE, QUESTIONS and ANSWERS**

Date: April 22, 2015  
 To: All Bidders  
 From: Michelle Thompson / David McGee, Buyers  
 AS Materiel State Purchasing Bureau  
 RE: Addendum for Request for Proposal Number 4953 Z1  
 to be opened May 6, 2015 at 2:00 p.m. Central Time

**Questions and Answers**

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. It is the Bidder's responsibility to check the State Purchasing Bureau website for all addenda or amendments.

QUESTIONS	ANSWERS
1. Is the State of Nebraska willing to consider COTS solution from Adobe that is not developed in ASP.NET, but still meets the requirement of being able to store collected data in their MS-SQL server?	No, the State is not willing to consider a COTS solution from Adobe. The State does not Support Adobe development and therefore does not wish to take on a new language.
2. V, B p. 36 Could the Commission provide an estimate of the number of database records that will accumulate over the course of a year (or several years) in some of the largest entities? This is needed to evaluate the predicted database performance and the use of potential techniques to manage high-volume systems. Here are some of the requested data entities for which we would like to get record count projections or historical data counts: <ul style="list-style-type: none"> <li>• Campaign Committees</li> <li>• Ballot Question Committees</li> <li>• Contributions</li> <li>• Expenditures</li> </ul>	In a high volume filing year, which occurs every four (4) years, the Commission expects to receive approximately 7,000 filings during the year.  Total filings by campaign committees = 41.36% of 7,000 consisting of Forms A-1, A-2, B-1, B-2, B-4, B-5, and B-11.  In that total, Ballot Question Committees comprise about 2% of the 7,000.  The rest of the "Contributions/Expenditures" filings total 21.48%.  The Statements of Financial Interests filed annually by individuals (public officials, etc.) = 37.16%  This adds up to 100%.

Pete Ricketts, Governor

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<p>3. IV, E p. 36 Would the same web application be deployed to both the “intranet” and “production” web servers or does the Commission envision different applications or features deployed on each?</p>	<p>No. The Commission envisions different features for each server.</p>
<p>4. IV, E p. 36 Is the Commission or the Contractor responsible for capacity planning for database sizing, database performance, web server performance, web server load balancing (if desired)?</p>	<p>The Office of the Chief Information Officer (OCIO) will do this.</p>
<p>5. IV, E p. 36 Would the Commission consider using alternate technologies, still deployed on Windows Servers, for the web server and database server, specifically, NodeJS, MongoDB? These tools are readily available, open-source, and have gained extreme momentum even within the Microsoft ecosystem as demonstrated by their support on Azure, Microsoft’s Cloud Infrastructure.</p>	<p>No, the Commission is not willing to consider using alternate technologies. The State wishes to stay with a Microsoft based developed software for future ease of support.</p>
<p>6. IV, E p. 36 Is the Commission open to having this system hosted in a cloud environment? This would allow additional capacity to be added during high activity times with ease. Many PaaS providers provide security, DDoS mitigation, patching, and other services.</p>	<p>No, the Commission is not open to having this system hosted in a cloud environment because the NADC plans on having OCIO host the software.</p>

Pete Ricketts, Governor

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<p>7. IV, E p. 37 Are both the staging and production databases served on the same database server?</p>	<p>Yes, the staging and production databases served are on the same database server.</p>
<p>8. IV, E p. 37 When a “staging server” is mentioned, is that the same server as the “intranet/development web server”?</p>	<p>Yes, the “staging server” is the same as the “intranet/development” web server.</p>
<p>9. IV, E p. 37 Is the State or the Contractor responsible for the following, if any?</p> <ul style="list-style-type: none"> <li>• Router, Firewall, and Network setup and configuration</li> <li>• server hardening</li> <li>• intrusion detection</li> <li>• data access logging</li> <li>• forensic analysis</li> <li>• database backups</li> <li>• database failover (if required)</li> <li>• patching of OS</li> <li>• patching of Database engine</li> <li>• patching of frameworks and services</li> </ul>	<p>The OCIO will be responsible for this.</p>
<p>10. IV, I p. 38 Within the IIS/MVC application, is the use of a client-side MVC technology acceptable? An example of this would be AngularJS. In this architecture, the web MVC application serves the static assets, client views, and JSON data for the application via WebAPI. This is the next evolution in web application technology and delivers an excellent user experience.</p>	<p>Yes, the use of a client-side MVC technology would be acceptable.</p>

Pete Ricketts, Governor

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<p>11. Appendix B, Correspondence and Notifications p. 1 What is the desired method for invoking batch processes within the system? Is there a “job invocation system” in place to which the Contractor integrates so that executions, logs, success and failure are centrally managed for all IT processes? Or is the Contractor free to setup a local batch job scheduling system for this only?</p>	<p>The Contractor will be required to setup a local batch job scheduling system. This system will be monitored and administered on the intranet server.</p> <p>There will be different methods for invoking jobs; some will be configured to run automatically per a date, time, or event driven, others may be configured to be run manually.</p> <p>There is not an existing “job invocation system” in place.</p> <p>The Contractor will be free to setup a local batch job scheduling system.</p>
<p>12. Appendix B, Registration and Dissolutions p. 1 How does the Commission wish to handle outbound email generated by the system? Is there already an SMTP service available internally, or is the Contractor permitted to integrate with a known, industry-leading, email provider? If an internal email server is provided, are there service calls available to capture bounces, undeliverable email, opened mail, delivery notifications, spam notifications, etc.? This feedback is especially important to identify when email notices are not being delivered to the recipient and could generate late fees or have other undesirable consequences.</p>	<p>The system will use Nebraska.gov email servers.</p> <p>The Office of the CIO has an internal SMTP Server that can relay e-mail.</p> <p>The Office of the CIO will not allow an external SMTP Service.</p> <p>The State can trouble shoot e-mail delivery.</p>

Pete Ricketts, Governor

QUESTIONS	ANSWERS
<p>13. Appendix B, Rule-Based Engine p. 7 Rules-Based Engine:</p> <ul style="list-style-type: none"> <li>• Does this “pass or fail” based on the rules apply to accepting the disclosure from the filer or to some other process?</li> <li>• Are the rules to be scoped to data within a particular disclosure report or are they able to query across other reports?</li> <li>• Are the rules also required to be able to perform aggregations, counts, etc.? Can you provide some examples of rules that would be implemented?</li> </ul>	<p>Pass or Fail based rule would apply to the acceptance of disclosure reports.</p> <p>Rules will be scoped to data both within a particular report/statement and also be able to query across other reports/statements.</p> <p>An example of data within a statement would be- expenditures reported on Schedule D Section 1 must disclose a date that falls within the reporting period disclosed on the first screen.</p> <p>An example of a query across other reports/statements- would be a query that returns all contributions from a contributor who gives aggregate contributions of more than \$250 to a given candidate during an election period.</p>
<p>14. Appendix B, Security p. 13 Is the Commission open to discussing a more secure way to sign up a new user that does not involve emailing the password?</p>	<p>Yes, the bidder shall propose if more secure way to sign up a new user that does not involve emailing the password in their proposal response.</p>
<p>15. Appendix B, Third Party Filings p. 14 To facilitate broader and easier adoption of the electronic filing API, would the Commission consider implementing REST services with JSON instead of the SOAP protocol specified? In our experience and observation of other commercial, web-enabled APIs, REST+JSON have become the predominant approach because of their resiliency and simplicity. They are less brittle than SOAP contracts and much easier to consume with modern tools and frameworks.</p>	<p>Yes, the Commission will consider implementing REST services with JSON instead of the SOAP protocol if it is deemed acceptable.</p>

Pete Ricketts, Governor

QUESTIONS	ANSWERS
<p>16. III Terms and Conditions General If contractor proposes to use project staff from a parent or “sister” company, is that considered a subcontractor for purposes of section III?</p>	<p>If the bidder proposes to utilize project staff outside of their company, then the project staff is considered a subcontractor.</p>
<p>17. IV Project Description and Scope of Work p. 36 Under E. Project Environment, what was the basis for determining the configuration to run our solution?</p>	<p>The Commission has looked at and talked with other States that have implemented similar systems. Our analysis has determined that this configuration best fits our needs.</p>
<p>18. IV Project Description and Scope of Work p. 38 Item I states “The application shall be designed using Microsoft ASP.NET MVC (C# preferred) in the latest version of Microsoft Visual Studio.” Are other Microsoft-based technology frameworks acceptable?</p>	<p>Yes, we would consider other Microsoft-based technology frameworks if it is deemed acceptable.</p>
<p>19. IV Project Description and Scope of Work p.38 Item I Since the vendor is responsible for support and maintenance for the term of the contract, is MVC mandatory or preferred?</p>	<p>MVC is preferred.</p>
<p>20. IV Project Description and Scope of Work p. 39 The RFP requires specific pre-determined deliverables. What is the tangible difference between the “e-filing” and “third-party filings” deliverables? Please describe the functionality groupings in the deliverable schedule (e-filing portion, third party filings, internet portion, web-based portion) in greater detail.</p>	<p>E-Filing Portion: The web application that allows candidates, committees, and other filers to enter reports, statements, amendments, etc. on the NADC e-filing internet server.</p> <p>Third-Party Filing Portion: The web service and validation method that allows third-party filings (See Appendix B, Third-Party Filings, page 14).</p> <p>See the response to question # 21.</p>

Pete Ricketts, Governor

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<p>21. IV Project Description and Scope of Work p. 39 The RFP requires specific pre-determined deliverables. What is the tangible difference between the “internet portion” and “web-based portion (public searches)” deliverables? Please describe the functionality groupings in the deliverable schedule (e-filing portion, third party filings, internet portion, web-based portion) in greater detail.</p>	<p>Section IV, L Deliverables (Required) is hereby amended to read as follows “Coding and unit testing for <b>intranet</b> portion of the Application have been completed” Note: Page 39, L, Row 5 “Internet” should be “Intranet.”</p> <p>Intranet Portion: The web application that allows NADC authorized users access to perform administrative duties including, but not limited to, auditing, viewing NADC reports, viewing reports and statements, searching records, adding, updating, or deleting reference tables, key data entry paper reports/statements, updating the reporting schedule, etc. (See Appendix B).</p> <p>Web-Based Portion: The web application that allows public access to reports and statements for candidates, committees, and public officials (See Appendix B, Data Access, pages 2-6: Public and NADC Searching, pages 11-13).</p> <p>See the response to question #20.</p>
<p>22. IV Project Description and Scope of Work Item L p. 39 Do the relative deliverable dates represent a desired timeline or a mandatory schedule?</p>	<p>This is a relative timeline. Payments are based around these deliverables.</p>
<p>23. IV Project Description and Scope of Work; Appendix B Technical Application requirements General We did not see a reference to or a requirement for data conversion. Is data from the current database to be transferred to the new database?</p>	<p>No, a data conversion is not required.</p>

Pete Ricketts, Governor

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<p>24. IV Project Description and Scope of Work; Attachment A Cost Proposal p. 39 The RFP requires specific pre-determined deliverables. We have successfully used a different iterative project approach to implement our solution in multiple states. On what is the deliverable schedule based? If the same end result is achieved, will the State consider other approaches? This also affects Attachment A Cost Proposal.</p>	<p>The intent of Attachment A, Cost Proposal is for the bidders to propose a lump sum cost for the "Pricing for development and purchase of the software plus warranty support through February 15, 2018. If the bidder proposes other approaches than what is indicated in the RFP, specify in the proposal response.</p>
<p>25. V Proposal Instructions p. 42 A.5.h. requests a project matrix which includes size, scope and complexity. What is the difference between size and scope? In what units should they be specified? How should complexity be specified? Simple, medium complex?</p>	<p>The bidder shall provide a summary of previous projects that are similar to the size, scope and complexity of this RFP.</p> <p>Scope is the work that is to be completed under this RFP.</p> <p>Size is a similar in quantity.</p> <p>Complexity may be specified by using simple, medium and/or complex.</p>
<p>26. V Proposal Instructions p. 40, A.5.b The RFP requires submission of financial statements. We are a wholly owned subsidiary of another company. Should we submit our company financials, the parent company financials or both?</p>	<p>Submit your company financials as part of the proposal response.</p>
<p>27. Appendix B Technical Application Requirements p. 2 See items 1) o. &amp; 3) d. Is electronic filing mandatory? If not, will all data submitted on paper forms be entered into the application? The RFP mentions manual filings, in terms of documents that can be publicly viewed. The RFP also mentions allowing admin users to enter info submitted on paper. Please clarify.</p>	<p>E-filing is not mandatory.</p> <p>If a paper report/statement is filed, NADC will manually key data entry that report/statement into the system via the intranet server. NADC will also upload the scanned document (PDF) to the filer's report log and allow the public access to view the original document.</p>

Pete Ricketts, Governor

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<p>28. Appendix B Technical Application Requirements p. 2 See item 2) h. Will the Statement of Financial Interests (form C-1) be filed through this application?</p>	<p>Yes, the Statement of Financial Interests will be filed through this application.</p>
<p>29. Appendix B Technical Application Requirements p. 1&amp;6 Intranet vs. internet – “Registrations and Dissolutions” 1 &amp; 2 indicate registration documents are entered on the NADC intranet. “Disclosure Reporting” 2 &amp; 3 indicate disclosure reports are entered on the e-filing internet. Please clarify.</p>	<p>The internet server is accessible by the public; The intranet server will only be accessible by NADC authorized users via the State network (See Architecture Overview page 37).</p> <p>Registrations and Dissolutions are manually entered by NADC authorized users via the intranet server.</p> <p>Disclosure Reporting: Candidates and committees will file reports, statements, and amendments through the publically accessible internet server.</p> <p>Paper filed reports and statements will be key data entry by NADC authorized users via the intranet server.</p>
<p>30. Appendix B Technical Application Requirements p. 2-5 Items 4 – 16 are about specific reports and describe how to show summaries and details (web page format). Is the requirement that the application have the capability to display PDFs of the forms as well as web pages as described in 4 – 16?</p>	<p>No.</p>

Pete Ricketts, Governor

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<p>31. Appendix B Technical Application requirements p. 7 "Rules-Based Engine" 1) states "...NADC authorized users can use to build rules that, when executed, can return a pass or fail indicator, reason code, and/or a computed value." The purpose of the returned values is not clear. Nor, does the requirement state how the return values are to be used. Please describe the rules based engine requirement in greater detail.</p>	<p>Returned values are dependent upon each rule. I.e. a rule for the acceptance of a report/statement would return a value of pass or fail.</p> <p>Returned values will be dependent upon the created rule. For example, a rule created for the acceptance of a report/statement would return a value of pass or fail when executed or called.</p> <p>NADC will need the ability to create and/or modify rules/criteria that are to be integrated into the e-filing system (ie report validation, aggregate warnings, etc). NADC will also need the ability to create/modify rules/criteria that will be used for auditing purposes.</p>
<p>32. Appendix B Technical Application Requirements p. 14 Please provide further information on the definition of a "Third Party". Would this be a vendor or designated filing agent that has credentials to enter data and file reports on behalf of a candidate/committee's?</p>	<p>Third Party is a vendor that provides a candidate and/or committee campaign management software that is capable of submitting the filer's reports through the contractor created web service.</p>
<p>33. Appendix B Technical Application Requirements p. 14 See item 1) e. Does "Authorized third party software" refer to the software that committee/vendor applications use to create the input files for EDI uploads?</p>	<p>No. NADC will only certify that the EDI uploads are submitted correctly. NADC will authorize third party software to submit reports after the submission of test reports is found acceptable.</p>

Pete Ricketts, Governor

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<p>34. Attachment A Cost Proposal p. 1 The RFP requires specific pre-determined deliverables. We have successfully used a different iterative project approach to implement our solution in multiple states. On what is the deliverable schedule based? If the same end result is achieved, will the State consider other approaches? This also affects IV Project Description and Scope of Work.</p>	<p>Please see the response to question #24.</p>
<p>35. Attachment A Cost Proposal p. 1 Attachment A states "Renewal costs will not increase by more than 3% over the previous period." Is this statement referring to the third through tenth renewal periods?</p>	<p>This refers to the "ten (10) additional one (1) year periods".</p> <p>Only the first renewal and second renewal are included on Attachment A, Cost Proposal. The 3% increase cap is still applicable to the first and second renewals. If exercised by the State, the third through the tenth renewal period pricing will be requested at the time of renewal.</p>
<p>36. Attachment B Fixed Hourly Rates p. 1 The 1st sentence of the 2nd paragraph states "Hourly rates must be listed below and fixed all inclusive hourly rates assigned." Please clarify the meaning of this sentence.</p>	<p>The State is requesting the bidders to submit fixed hourly rates for projects that may arise during the life of the resulting contract. The hourly rates that are submitted by the bidder will remain fixed for the entire life of the contract. Hourly rates are not negotiable upon the renewal periods.</p>

This addendum will become part of the proposal and should be acknowledged with the Request for Proposal.