STANDARD AGREEMENT FORM FOR TASK ORDER PROCUREMENT SYSTEM (TOPS)

1. TOPS Contract Number	2. DGS Solicitation Number	3. Financial Coding	4. Agency Assigned Encumbrance Number
0047-11-13-010	**2012-0200-0879**		

5. Vendor Number	6. Project/Case Number	7. Alaska Business License Number
92-0131155		116276

This contract is between the State of Alaska,

8. Department of	Division of	
Fish and Game	Information Technology	hereafter the State, and

9. Contractor

Resource Data, Inc. hereafter the Contractor.

Mailing Address	City	State	ZIP+4
1205 East International Airport Road #100	Anchorage	AK	99518

10. **ARTICLE 1. Appendices:** Appendices referred to in this contract and attached to it are considered part of it.

ARTICLE 2. Performance of Service:

2.1 Appendix A (General Provisions), Articles 1 through 18, governs the performance of services under this contract.

2.2 Appendix B sets forth the liability and insurance provisions of this contract.

2.3 Appendix C sets forth the services to be performed by the contractor.

ARTICLE 3. Period of Performance: The period of performance for this contract begins _____ and ends _____.

ARTICLE 4. Considerations:

4.1 In full consideration of the contractor's performance under this contract, the State shall pay the contractor a sum not to exceed the **Total Cost** shown on TOPS Cost Proposal **#0047-11-13-01**. Payment shall be made upon receipt and approval of detailed invoice(s) by the State of Alaska Project Manager indicated on TOPS Request **#0047-11-13**.

4.2 When billing the State, the contractor shall refer to the TOPS Contract Number and send the billing to the contact listed under **Requesting Agency Information** on TOPS Request **#0047-11-13**.

11. **CERTIFICATION:** I certify that the facts herein and on supporting documents are correct, that this voucher constitutes a legal charge against funds and appropriations cited, that sufficient funds are encumbered to pay this obligation, or that there is a sufficient balance in the appropriation cited to cover this obligation. I am aware that to knowingly make or allow false entries or alternations on a public record, or knowingly destroy, mutilate, suppress, conceal, remove or otherwise impair the verity, legibility or availability of a public record constitutes tampering with public records punishable under AS 11.56.815-.820. Other disciplinary action may be taken up to and including dismissal.

12. CONTRACTOR		13. CONTRACTING AGENCY	
Resource Data, Inc.		Department/Division: Fish and Game/Information Technology	
Signature of Authorized Representative	Date: 10/19/12	Signature of Head of Contracting Agency or Designee	Date: 10/19/12
Typed or Printed Name of Authorized Representative: Jim Rogers		Typed or Printed Name: Jeff Kasper	
Title: President		Title: IT Manager	

NOTICE: This contract has no effect until signed by the head of contracting agency or designee.

APPENDIX A
GENERAL PROVISIONS

Article 1. Definitions.

1.1 In this contract and appendices, "Project Director" or "Agency Head" or "Procurement Officer" means the person who signs this contract on behalf of the Requesting Agency and includes a successor or authorized representative.

1.2 "State Contracting Agency" means the department for which this contract is to be performed and for which the Commissioner or Authorized Designee acted in a signing this contract.

Article 2. Inspection and Reports.

2.1 The department may inspect, in the manner and at reasonable times it considers appropriate, all the contractor's facilities and activities under this contract.

2.2 The contractor shall make progress and other reports in the manner and at the times the department reasonably requires.

Article 3. Disputes.

3.1 Any dispute concerning a question of fact arising under this contract which is not disposed of by mutual agreement shall be decided in accordance with AS 36.30.620-632.

Article 4. Equal Employment Opportunity.

4.1 The contractor may not discriminate against any employee or applicant for employment because of race, religion, color, national origin, or because of age, disability, sex, marital status, changes in marital status, pregnancy or parenthood when the reasonable demands of the position(s) do not require distinction on the basis of age, disability, sex, marital status, changes in marital status, pregnancy, or parenthood. The contractor shall take affirmative action to insure that the applicants are considered for employment and that employees are treated during employment without unlawful regard to their race, color, religion, national origin, ancestry, disability, age, sex, marital status, changes in marital status, changes in marital status, pregnancy or parenthood. This action must include, but need not be limited to, the following: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship. The contractor shall post in conspicuous places, available to employees and applicants for employment, notices setting out the provisions of this paragraph.

4.2 The contractor shall state, in all solicitations or advertisements for employees to work on State of Alaska contract jobs, that it is an equal opportunity employer and that all qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, age, disability, sex, marital status, changes in marital status, pregnancy or parenthood.

4.3 The contractor shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising the labor union or workers' compensation representative of the contractor's commitments under this article and post copies of the notice in conspicuous places available to all employees and applicants for employment.

4.4 The contractor shall include the provisions of this article in every contract, and shall require the inclusion of these provisions in every contract entered into by any of its subcontractors, so that those provisions will be binding upon each subcontractor. For the purpose of including those provisions in any contract or subcontract, as required by this contract, "contractor" and "subcontractor" may be changed to reflect appropriately the name or designation of the parties of the contract or subcontract.

4.5 The contractor shall cooperate fully with State efforts which seek to deal with the problem of unlawful discrimination, and with all other State efforts to guarantee fair employment practices under this contract, and promptly comply with all requests and directions from the State Commission for Human Rights or any of its officers or agents relating to prevention of discriminatory employment practices.

4.6 Full cooperation in paragraph 4.5 includes, but is not limited to, being a witness in any proceeding involving questions of unlawful discrimination if that is requested by any official or agency of the State of Alaska; permitting employees of the contractor to be witnesses or complainants in any proceeding involving questions of unlawful discrimination, if that is requested by any official or agency of the State of Alaska; participating in meetings; submitting periodic reports on the equal employment aspects of present and future employment; assisting inspection of the contractor's facilities; and promptly complying with all State directives considered essential by any office or agency of the State of Alaska to insure compliance with all federal and State laws, regulations, and policies pertaining to the prevention of discriminatory employment practices.

4.7 Failure to perform under this article constitutes a material breach of the contract.

Article 5. Termination.

The Project Director, by written notice, may terminate this contract, in whole or in part, when it is in the best interest of the State. The State is liable only for payment in accordance with the payment provisions of this contract for services rendered before the effective date of termination.

Article 6. No Assignment or Delegation.

The contractor may not assign or delegate this contract, or any part of it, or any right to any of the money to be paid under it, except with the written consent of the Project Director and the Agency Head.

Article 7. No Additional Work or Material.

No claim for additional services, not specifically provided in this contract, performed or furnished by the contractor, will be allowed, nor may the contractor do any work or furnish any material not covered by the contract unless the work or material is ordered in writing by the Project Director and approved by the Agency Head.

Article 8. Independent Contractor.

The contractor and any agents and employees of the contractor act in an independent capacity and are not officers or employees or agents of the State in the performance of this contract.

Article 9. Payment of Taxes.

As a condition of performance of this contract, the contractor shall pay all federal, State, and local taxes incurred by the contractor and shall require their payment by any Subcontractor or any other persons in the performance of this contract. Satisfactory performance of this paragraph is a condition precedent to payment by the State under this contract.

Article 10. Ownership of Documents.

All designs, drawings, specifications, notes, artwork, and other work developed in the performance of this agreement are produced for hire and remain the sole property of the State of Alaska and may be used by the State for any other purpose without additional compensation to the contractor. The contractor agrees not to assert any rights and not to establish any claim under the design patent or copyright laws. The contractor, for a period of three years after final payment under this contract, agrees to furnish and provide access to all retained materials at the request of the Project Director. Unless otherwise directed by the Project Director, the contractor may retain copies of all the materials.

Article 11. Governing Law.

This contract is governed by the laws of the State of Alaska. All actions concerning this contract shall be brought in the Superior Court of the State of Alaska.

Article 12. Conflicting Provisions.

Unless specifically amended and approved by the department of Law the General Provisions of this contract supersede any provisions in other appendices.

Article 13. Officials Not to Benefit.

Contractor must comply with all applicable federal or State laws regulating ethical conduct of public officers and employees.

Article 14. Covenant Against Contingent Fees.

The contractor warrants that no person or agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee except employees or agencies maintained by the contractor for the purpose of securing business. For the breach or violation of this warranty, the State my terminate this contract without liability or in its discretion deduct from the contract price or consideration the full amount of the commission, percentage, brokerage or contingent fee.

Additional Terms and Conditions

Article 15. Limitation of Liability.

Excluding liability for personal injury, property damage and patent or trademark infringement of any claim applicable under Appendix B, Article 1, contractor's liability arising out of this contract and the state's sole and exclusive remedy for any damages arising out of the state's use of the product or services, shall be limited to the state's direct damages, (not including loss of, or damage to, information or data from any cause; or any indirect, incidental, special, punitive, or consequential damages) but in no event, shall exceed the greater of $100,000 or the total amount paid to the contractor on the task order from which the liability directly arose. Contractor will not be liable for delays or failure in performance due to causes beyond its control or for damages caused by the state's failure to perform its responsibility.

Article 16. Special Task Order Terms and Conditions.

The parties understand and acknowledge that there may be a need to address unique or unanticipated circumstances arising in connection with a particular task order that are within the scope of this contract, but not specifically addressed under this contract. Nothing in this contract shall be construed to preclude the contractor or state from proposing reasonable additional terms and conditions for a task order, consistent with this contract, to resolve any such issues. The parties further agree to negotiate expeditiously and in good faith to achieve resolution of these matters.

Article 17. Ownership of Intellectual Property.

In no case shall the state, its departments, subsidiaries or assigns at any time hold any rights to title or ownership of any preexisting intellectual property and copyrighted materials; licensed software or licensed applications, tools documentation, technical expertise or know-how provided by contractor under this contract. All use of said licensed products shall be governed by the terms and conditions of the software license agreement in place between the parties. Contractor shall have the right to use its products, tools, know-how on other efforts without the prior approval of the department. Contractor shall obtain the approval of the department prior to using materials covered by Article 10 outside of this agreement.

Article 18. Warranties and Disclaimer.

The contractor warrants that the services will meet the contracting agency's requirements set out in the specifications. The contractor does not warrant that the system will meet the contracting agency's requirements not expressed in the specifications. Requirements not reasonably inferred from the specifications are specifically disclaimed by the contractor.

APPENDIX B[1]
INDEMNITY AND INSURANCE

Article 1. Indemnification

The Contractor shall indemnify, hold harmless, and defend the contracting agency from and against any claim of, or liability for error, omission or negligent act of the Contractor under this agreement. The Contractor shall not be required to indemnify the contracting agency for a claim of, or liability for, the independent negligence of the contracting agency. If there is a claim of, or liability for, the joint negligent error or omission of the Contractor and the independent negligence of the Contracting agency, the indemnification and hold harmless obligation shall be apportioned on a comparative fault basis. "Contractor" and "Contracting agency", as used within this and the following article, include the employees, agents and other contractors who are directly responsible, respectively, to each. The term "independent negligence" is negligence other than in the Contracting agency's selection, administration, monitoring, or controlling of the Contractor and in approving or accepting the Contractor's work.

Article 2. Insurance

Without limiting Contractor's indemnification, it is agreed that Contractor shall purchase at its own expense and maintain in force at all times during the performance of services under this agreement the following policies of insurance. Where specific limits are shown, it is understood that they shall be the minimum acceptable limits. If the Contractor's policy contains higher limits, the state shall be entitled to coverage to the extent of such higher limits. Certificates of Insurance must be furnished to the Contracting Officer prior to beginning work and must provide for a 30-day prior notice of cancellation, nonrenewal or material change of conditions. Failure to furnish satisfactory evidence of insurance or lapse of the policy is a material breach of this contract and shall be grounds for termination of the Contractor's services. All insurance policies shall comply with, and be issued by insurers licensed to transact the business of insurance under AS 21.

2.1 Workers' Compensation Insurance: The Contractor shall provide and maintain, for all employees engaged in work under this contract, coverage as required by AS 23.30.045, and; where applicable, any other statutory obligations including but not limited to Federal U.S.L. & H. and Jones Act requirements. The policy must waive subrogation against the State.

2.2 Commercial General Liability Insurance: covering all business premises and operations used by the Contractor in the performance of services under this agreement with minimum coverage limits of $300,000. combined single limit per occurrence.

2.3 Commercial Automobile Liability Insurance: covering all vehicles used by the Contractor in the performance of services under this agreement with minimum coverage limits of $300,000. combined single limit per occurrence.

APPENDIX C
SCOPE OF WORK

This contract incorporates the following documents by reference:

- **TOPS Request #**Error! Reference source not found.;
- **TOPS Response / Cost Proposal #**Error! Reference source not found..

In case of conflict, the following order of precedence shall govern:

1. This contract document;
2. TOPS Request #Error! Reference source not found.;
3. TOPS Response / Cost Proposal #Error! Reference source not found..

Any scope clarifications and/or negotiations that would not have the effect of changing the ranking of responses may be included below (or on additional pages, if necessary):

Start Date will be October 17, 2012 or as soon as signed by State of AK.
End Date will be December 15, 2012

Deliverable of mobile component is due December 1, 2012, other tasks can be worked on through the end date of contract.

RDI will work in a staff augmentation role and that State team will lead the effort and be responsible for directing Contractor staff on task work.

Michael Podruchny is added to the project team and will function as the Project Manager for Contractor. In addition, he will perform development hours as needed to fill any gaps in Mike Brameld's availability.

APPENDIX D

PAYMENT FOR SERVICES

Payment for services provided under this contract shall not exceed **$39,600.00** for the period of performance of this contract.

The contractor will invoice based on the following schedule:

Progress Billing 1 (for October Services)	$ 8,800
Progress Billing 2 (for November Services)	$22,000
Progress Billing 3 (for December Services)	$ 8,800

The State will pay all invoices within thirty (30) days of invoice approval by the Project Director.

Each invoice must:

- reference the Contractor's name, address and phone number
- reference the contract number.
- include an invoice number
- reference the Division for which the services are being provided

The Contractor shall submit invoices to the address specified below no later than 30 days after the end of each month for which services were performed. Failure to include the required information on the invoice may cause an unavoidable delay to the payment process.

(State needs to address this section and complete with the way they want us to deliver invoices)

Address invoice to:
AK Dept of Fish and Game
Section of Information Technology
1255 W 8th Street
Juneau, AK 99811-0420

Invoice Delivery:
Invoices should be emailed to jeff.kasper@alaska.gov with an email copy to john.masse@alaska.gov

Notwithstanding any other provision of this contract, it is understood and agreed that the State shall withhold payment at any time the Contractor fails to perform work as required under Appendix C and/or D of this contract.

COST PROPOSAL

Cost proposal must include all costs required to perform the work as described, including but not limited to travel costs, labor, overhead, etc. **BOTH HOURLY RATE AND EST # OF HOURS MUST BE COMPLETED FOR YOUR PROPOSAL TO BE RESPONSIVE.**

If additional unanticipated work is required after TO contract award, it shall be performed at the hourly rate quoted below. All proposed individual resources and subcontractors are subject to the approval of the TO Manager. Any change in individual resources or sub-contractors after award will require approval by the Agency Project Manager.

To ensure the optimum use of public funds, the state will review cost reasonableness in the following manner:

1. If any response has a cost proposal that is 50% or greater above or below the average cost of all responses, the state reserves the right to not consider that reponse. (Ex: Given an average cost of $10,000, responses with cost proposals $15,000 and higher or $5,000 and lower may be rejected.)
2. BEST VALUE: If the highest ranked vendor's cost proposal is 10% or more greater than the second highest ranked vendor's cost proposal, the state reserves the right to make award to the second highest ranked vendor.
3. LOW PRICE: Past Performance Information (PPI) shall be applied to your Total Cost as a percentage reduction equivalent to your current PPI score for evaluation purposes. (Ex: If your current PPI score is 5, your Total Cost will be reduced by 5% when comparing to other costs.)

COST

Hourly Rate		Est. # Hours		Total Cost
$ 88.00	x	450	=	$39,600.00

ETS Fee ($300 + .5% of Total Cost)	$ 498.00
Total TO Cost	**$40,098.00**

PROPOSED INDIVIDUAL RESOURCES

Adam Cornachione	Mike Brameld	

PROPOSED SUB-CONTRACTORS

Name	Description of Work	% of Overall Work

VENDOR INFORMATION

Vendor Name: Resource Data, Inc. (RDI)

☒	**By checking this box, I,** Howard Earl **for** Resource Data, Inc. (RDI), **represent that I am authorized to and do bind the vendor to this response. I certify that all of the information provided herein is true and accurate, to the best of my knowledge. I understand that the discovery of deliberately misrepresented information contained herein may constitute grounds for contract termination and removal from the vendor pool.**

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GENERAL INSTRUCTIONS

Vendors must use the template set out herein for submission of their response to a TOPS Request Form, including 10-point Arial font. Modifications to the format of this template (e.g., altering font size, altering font type, adding colors, adding pictures etc) will result in the rejection of your response.

Other than as requested on this page, your response must be "cleansed" of any identifying names or information. **Do not list any names/information in Project Approach, Risk Assesement, or Experience/Qualifications that can be used to identify your firm. The inclusion of identifying information may result in your response being rejected.**

PROJECT APPROACH

Provide a concise and detailed summary of your approach to delivering the services described in the TOPS Request Form. The summary must demonstrate your understanding of how to successfully complete the work in a way that meets the state's needs.

Project Approach cannot exceed one page.

RISK ASSESSMENT

Itemize potential **controllable** and **non-controllable** risks associated with providing the services described in the TOPS Request Form and concisely describe how you will mitigate each risk.

Risks cannot exceed one page. You may add/delete additional rows to identify additional risks and solutions, but do not exceed the page limit. Do not include any cost or marketing information.

EXPERIENCE/QUALIFICATIONS

Describe your experience and qualifications specifically as they pertain to the services described in the TOPS. Do not include names or information that can be used to identify your firm or the proposed resource(s).

Experience/Qualifications cannot exceed two pages.

PROJECT APPROACH

BEST VALUE PROCESS ONLY: EVALUATOR NAME: SCORE: ☐10 ☐5 ☐0

The purpose of this task order is to provide the Alaska Department of Fish and Game (ADFG) with C#/ASP.NET programmers to augment ADFG development staff for a front-end rewrite of the Online Licensing Application. The rewrite, which will accommodate mobile technology, is scheduled to complete by December 1, 2012.

To meet this need, our firm will provide two skilled journey-level Programmer/Analysts for a combined total of 450 hours to work onsite with ADFG developers in Juneau. We anticipate the following division of hours over the course of the project:

-- Programmer/Analyst #1: 37.5 hours/week for 8 weeks
-- Programmer/Analyst #2: 37.5 hours/week for 4 weeks beginning on November 4, 2012

Our team members will work with ADFG developers to complete general C#/ASP.NET programming tasks as directed by the ADFG IT Architect and the Online Licensing Store development lead. Their primary task will involve translating the current Flex interface into an ASP.NET application following Scrum software development methodology.

ASSUMPTIONS:
This project approach is based on the following assumptions:
-- ADFG will provide project management and task delegation.
-- No new features or enhancements will be included in the scope of the project.
-- ADFG will provide workstations for the developers.

RISK ASSESSMENT

BEST VALUE PROCESS ONLY: EVALUATOR NAME: SCORE: ☐10 ☐5 ☐0

RISK: Inability to complete conversion within the allotted timeframe
WHY IT IS A RISK: The rewrite project is scheduled to complete by December 1, 2012. Any delays in the project schedule could result in failure to complete on time.
OUR SOLUTION: Our staff will work with the State to prioritize tasks and monitor progress. However, most mitigation must be performed by ADFG, which will be responsible for project management.

RISK: Insufficient or unavailable contractor resources
WHY IT IS A RISK: If contractor staff is not available, the project schedule, scope, and success will suffer.
OUR SOLUTION: Our firm uses a proprietary tool designed specifically to solve this problem. We've used it successfully for millions of dollars of work, and it will ensure that our team members are available for the hours stated in the TOPS request.

RISK: Lack of availability of key ADFG personnel
WHY IT IS A RISK: Development projects rely heavily on client input. A lack of key personnel can impede the progress of the project.
OUR SOLUTION: We mitigate this risk by planning for periods of unavailability as far in advance as possible and having backups for key personnel.

RISK: Lack of availability of necessary infrastructural resources
WHY IT IS A RISK: Onsite programmer support may require developer workstations, as well as servers to host development, testing, and production environments. While the costs of these resources may not typically be very high, the time it takes to set up and configure these resources is often substantial.
OUR SOLUTION: We can mitigate this risk by planning ahead, but most mitigation must be performed by ADFG, which will be responsible for procuring and installing infrastructure.

RISK: Lack of communication
WHY IT IS A RISK: Lack of communication can cause projects to fail.
OUR SOLUTION: Our team will provide regular status reports and encourage informal communication daily.

EXPERIENCE/QUALIFICATIONS

BEST VALUE PROCESS ONLY: EVALUATOR NAME: SCORE: ☐10 ☐5 ☐0

COMPANY QUALIFICATIONS

1. Our firm has provided software development and support services for dozens of successful projects for a number of State agencies, from requirements gathering and project management through design, development, testing, and implementation. We have provided extensive development, project management, and testing services for significant State projects such as the Department of Revenue's Data Entry and Examination (DEX) application to improve tax return processing, and the online PFD application.

2. We have a history of successful projects with ADFG, which will ensure that the department's needs are met in an efficient and cost-effective manner.

3. We are a Microsoft Gold Partner specializing in web development in the .NET 4 framework. Our developers have extensive experience on projects meeting State of Alaska standards.

4. Our Juneau and Anchorage locations ensure that our proposed staff are available to work onsite with DOL staff in both Juneau and Anchorage.

STAFF QUALIFICATIONS

Our first Programmer/Analyst has several years of experience using Visual Studio as an IDE for software development, with primary experience in Visual Studio 2010. He has been involved in several project involving code changes and fixes for internal ASP.NET applications, and was recently involved in a code cleanup project for a major oil field service company using the .NET framework. He is also skilled in Java and C++.

The second Programmer/Analyst spent 12 years in the US Air Force as an enlisted computer programmer before joining our firm. He has worked on several major projects for the US Air Force and NATO using a range of technologies including Oracle databases, Oracle Forms & Reports, Perl, and Java. His most recent work includes a variety of State of Alaska projects involving C#, SQL Server 2008, ASP.NET, JavaScript, and Visual Studio 2010.

EXPERIENCE

ADFG SPORT FISH DIVISION: LAKES DATABASE
Our firm consolidated the ADFG's lake data into a new system that merges tabular and geographic data, allows storage of documents, and provides users easy access to and maintenance of their data. In the past, ADFG staff used multiple data sources to oversee and manage Alaska's sport fisheries in lake systems. Data sources included:

-- Old lake survey files documenting physical characteristics and access
-- Water quality data documenting physical and chemical properties
-- Fishery information including native species present and length at age data
-- Geographic documents containing depth data, estimates of catch, harvest, and fishing effort
-- Stocking records

These datasets were used to conduct research and to make management and regulatory decisions. In the past, data was collected, analyzed, and maintained through a variety of hard copies, Excel spreadsheets, and system queries. This project resulted in consolidation of the disparate tools, allowing a variety of State and public users quick and easy access to the data.

ALASKA FISHERIES INFORMATION NETWORK: DATA WAREHOUSE AND SUPPORT
Our firm assists the Alaska Fisheries Information Network (AKFIN) with the development of a commercial fisheries data warehouse and analytical reporting system. The system provides a solution to preserve analytic sets of fishery information from both State and federal agencies through changes in agency data, systems, licensing, and management programs.

As ongoing support for this project, our technical lead reviews projects during their inception and monitors their progress, reviewing assigned staff, technical challenges, and resources to determine if proposed timelines and requirements are reasonable and feasible. Additionally, he combines technical estimating with project management skills to provide cost and time estimates for projects spanning both contractor and client staff. This work has been critical in coordinating staff in multiple locations and completing projects on time and on budget with positive client satisfaction.

EXPERIENCE/QUALIFICATIONS (CONT.)

DEPARTMENT OF TRANSPORTATION: TIMESHEET ENTRY REVISION SYSTEM
This application programming project involved assisting State of Alaska Department of Transportation and Public Facilities, and the Department of Fish & Game develop a web-based Timesheet Entry and Reporting System. The TEARS system performs time accounting, project cost accounting, and management reporting. Our firm worked with the various State Project Managers providing assistance on an as-needed basis. This included object-oriented Java programming, multi-tier application development, Oracle server and database programming, web services, and mentoring.

STATE OF ALASKA, DEPARTMENT OF LABOR, MYALASKA INTEGRATION
Our firm worked with the State of Alaska, Department of Labor and Workforce Development to integrate the myAlaska user authentication system into Alaska Labor Exchange System (ALEXsys), the state's web-based job service support system. Our team analyzed the existing ALEXsys authentication structure; developed the architecture of the web services and modules to replace existing authentication structures; and modified the ALEXsys ASP/ASP.NET employer, Job Seeker, Staff, and Guest pages to integrate with myAlaska. We also created the integration of the myAlaska web service with the ALEXsys security tables and structures and developed and employed test plans to govern and manage the testing of the integration, modification, and data integrity while also ensuring that existing ALEXsys functionality was maintained.

HP LEARNING CENTER: WEBSITE REDEVELOPMENT
Our firm redeveloped the HP Learning Center public website from an existing Java-based web application into an ASP.NET/C# application with a SQL Server back end. The site is responsible for hosting online classes, registering students, tracking student information (e.g., transcripts, exam results), and managing student profiles that allow users to update online information (e.g., bio, password). The site features email automation and alerts for course sign ups, course reminders, new student registrations, and an administration section that allows users to export data from the database into Excel files.

TASK ORDER REQUEST FORM

Complete all applicable sections and e-mail to: doa.taskorders@alaska.gov

REQUESTING AGENCY INFORMATION

Department: 11 - Fish Game
Division/Section: DAS/Information Technology
Billing Contact: Jeff Kasper Ph #: 465-6082 E-mail: jeff.kasper@alaska.gov
CC / LC: 11000160

TASK ORDER INFORMATION

Solicitation Type: ☒ **Best Value** ☐ **Low Price**
Cost Type: ☒ **Fixed Fee** ☐ **Time & Materials:** est # of hours
Response Deadline: 10/4/2012
If Task Order is expected to be $50,000 or under, circulation period must be at least 3 business days. If over $50,000, circulation period must be at least 5 business days.
Project Title: C#/ASP.NET programming support
Project Manager Jeff Kasper Ph #: 465-6082 E-mail: jeff.kasper@gmail.com
Category: 9: Distributed Applications
Start Date: 10/1/2012 Project Estimate: $40,000 ☒ **NTE**
End Date: 11/30/2012
Location of Work: Juneau, Alaska ☐ **No Preference**

VENDOR SELECTION

*(Only complete if Not to Exceed is **$50,000 or less**)*

Vendor #1: Alaska IT Group
Vendor #2: Applied Microsystems
Vendor #3: RDI

More vendors may be included on an additional sheet.

IT STANDARDS

All work on any contract awarded as a result of this task order must be in compliance with state and federal requirements, including but not limited to the state information technology and telecommunication security policies and Technology Management Council (TMC) standards.

The state telecommunication and information technology security policies can be located at:
security.alaska.gov

The TMC standards can be located at:
www.state.ak.us/local/akpages/ADMIN/info/plan/standards.shtml

Both can be downloaded by any authenticated state employee.

DEPARTMENT APPROVAL

☒ I, Jeff Kasper, **represent that I am authorized to and do bind the Department to this request and certify that this Task Order is in compliance with the Department's IT Plan, the Statewide IT Plan and the IT Standards, and is in the best interest of the state.**

BACKGROUND

The Alaska Department of Fish and Game (ADFG) is in need of journeyman C#/ASP.NET programmers for a front-end rewrite of it's proprietary Online Licensing Application. Currently the presentation tier and mid tier of the application are written in Flex v4.x, with a Java data tier interfacing with an Oracle database. This is an "as-is" rewrite since no new features or enhancements will be included in the scope of the project. The programmers are needed to augment current ADFG development staff. Time is of an essence as the department has made a committment to migrate the current application to accommodate mobile technology -- including iPads -- by Dec. 1, 2012.

SCOPE / STATEMENT OF WORK

Under direction of the Department IT Architect and the Online Licensing Store development lead, the selected vendor will be responsible to completing general C#/ASP.NET programming tasks, translating the current Flex interface into a ASP.NET application. The development team is utilizing Scrum software development methodology.

It is required that the selected vendor be available to work in Juneau; ADFG will provide workstations for the developers.

The work will include working with existing staff on development tasks. ADFG is requesting either:

- two journeyman developers working standard state hours (37.5 hrs/wk) for eight weeks with the total cost not to exceed $40,000.
or
- two journeyman developers working standard state hours (37.5 hrs/wk) for a number of weeks proposed by the responder for a total cost of $40,000.

SPECIAL EXPERTISE & EXPERIENCE

ASP.NET
Microsoft .NET Framework 4.x
Visual Studio 2010/12
Oracle interface tools

SPECIAL CONSIDERATIONS OR CONSTRAINTS

TASK ORDER REQUEST FORM INSTRUCTIONS

HEADER INFORMATION

The Task Order # will be assigned by the Task Order Manager. Please do not otherwise assign your own number to this form.

REQUESTING AGENCY INFORMATION

Enter agency-specific information as required.

1.	Department:	Select your department from the dropdown box.
2.	Division/Section:	Your division and section names.
3.	Billing Contact:	The name and contact info that invoices related to this Task Order will go to.
4.	CC/LC:	The collocation/ledger code that the task order will be billed against.

TASK ORDER INFORMATION

Enter information regarding this task order.

1. Solicitation Type: Select which solicitation method to use for this Task Order.

   - **Best Value** will be awarded to the responsive and responsible vendor with the most advantageous response, considering project approach and risk assessment, experience and qualifications, Past Performance Information (PPI), and cost. Each of these four evaluation criteria are weighted equally at 25%.

   - **Low Price** will be awarded to the responsive and responsible vendor with the lowest price after the price has been reduced by a percentage equal to the vendor's PPI score for evaluation purposes.

2.	Cost Type:	Flat Fixed Fee or Time & Materials. If Time & Materials, must enter estimated number of hours needed. This will be used by the vendors in their Cost Proposal.
3.	Response Deadline:	If Task Order is expected to be $50,000 or under, this must be at least 3 business days, otherwise the response deadline must least 5 business days. These are minimums and a later date may be entered.
4.	Project Manager:	Enter the agency Project Manager name and phone number. This will be the point of contact for all project-specific inquiries.
5.	Category:	Select the category number that this Task Order generally falls into. Category definitions can be found at: http://doa.alaska.gov/ets/taskorder/
6.	Start/End Dates:	Enter the anticipated start and end dates for the Task Order.
7.	Project Estimate:	Enter the estimated cost of the project. If "NTE" (Not to Exceed) is checked, any cost proposals above this amount will be rejected as non-responsive.
8.	Location of Work:	Indicate where work should take place. Check "No Preference" if remote work is allowable. All work must be performed within the United States or Canada.

VENDOR SELECTION

If the Task Order is expected to be $50,000 or under, the requesting agency may select a minimum of **three** vendors from the Vendor Pool to solicit responses from. **Do not select vendors you know cannot or will not respond in order to ensure a single response** – doing so may result in a procurement violation investigation and related disciplinary measures.

DEPARTMENT APPROVAL

Indicate your department's approval (IT, fiscal, and procurement) by entering the final approver's name and checking the box. **It is your agency's responsibility to ensure all internal approvals are obtained prior to submitting this form to the Task Order Manager.** Neither the Task Order Manager nor the Department of Administration assume any responsibility for an agency's failure to obtain proper internal approval.