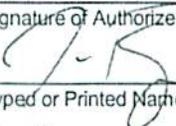
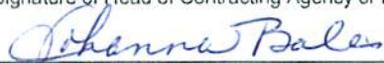


STANDARD AGREEMENT FORM FOR TASK ORDER PROCUREMENT SYSTEM (TOPS)

1. TOPS Contract Number 0099-04-14-01	2. DGS Solicitation Number 2012-0200-0879	3. Financial Coding	4. Agency Assigned Encumbrance Number
5. Vendor Number 92-0131155	6. Project/Case Number	7. Alaska Business License Number 116276	
This contract is between the State of Alaska,			
8. Department of Revenue		Division of Tax hereafter the State, and	
9. Contractor Resource Data, Inc hereafter the Contractor.			
Mailing Address 1205 E. International Airport Rd #100	City Anchorage	State AK	ZIP+4 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 08/08/13 and ends 09/01/15 .			
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 # 0099-04-14-01 . Payment shall be made upon receipt and approval of detailed invoice(s) by the State of Alaska Project Manager indicated on TOPSRequest # 0099-04-14-01 .			
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 # 0099-04-14-01 .			

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.

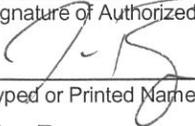
12. CONTRACTOR		13. CONTRACTING AGENCY	
		Department/Division Revenue / Tax	
Signature of Authorized Representative 	Date 8/8/13	Signature of Head of Contracting Agency or Designee 	Date 8/8/13
Typed or Printed Name of Authorized Representative Jim Rogers		Typed or Printed Name Johanna Bales	
Title President		Title Deputy Director	

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

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Typed or Printed Name of Authorized Representative Jim Rogers		Typed or Printed Name	
Title President		Title	

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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, 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 may 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 B¹ 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 #0099-04-14-01;**
- **TOPS Response / Cost Proposal #0099-04-14-01.**

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

1. This contract document;
2. TOPS Request #0099-04-14-01;
3. TOPS Response / Cost Proposal #0099-04-14-01

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):

Status Meetings and Reports: The Kofax team will meet and provide status updates weekly to ensure timely completion of milestones.

Billing: Work will be billed on a monthly Time and Materials basis. Status reports and timesheets will be included with monthly invoices.

Contract End Date 9/1/2015

APPENDIX D
PAYMENT FOR SERVICES

Payment for services provided under this contract shall not exceed **\$384,000.00** for the period of performance of this contract.

The contractor shall be paid a rate of **\$96.00** an hour.

The Contractor will submit detailed invoice(s) for services performed in accordance with Appendix C. 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.

Address invoice to:
AK Dept of Revenue
Tax Division
PO Box 110420
Juneau, AK 99811-04200

Invoice Delivery:

Invoices should be emailed to Brenda Vaughn with an email copy to Don McDonald.

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.

VENDOR INFORMATION

Vendor Name: Resource Data, Inc. (RDI)

<input checked="" type="checkbox"/>	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. Modifications to the format of this template (e.g., altering font size, altering font type, adding colors, adding pictures etc) will cause your response to be rejected.

Please list your experience in the following Categories: Project Approach, Risk Assessment, and Experience/Qualifications.

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 Request. If applicable, please provide your responses to Special Expertise & Experience, and Special Considerations or Constraints areas. Your response may include prior experience, engagements, and/or past performances relative to the department needs and/or requirements as they pertain to the TOPS Request in these sections.

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 programming and project management support for the Department of Revenue, Tax Division (DOR/TAX) project to build a robust Data Entry Module that facilitates entry of tax return information into the new Tax Revenue Management System (TRMS). When complete, the module will use Kofax Data Capture and Kofax Transformation Services (KTS) to capture data from scanned images, automatically separate and classify forms, extract pertinent information, and load data to the TRMS.

This critical project will ensure that taxpayer information is quickly and accurately entered into the new TRMS, eliminating manual processes, reducing human error, and streamlining legacy business procedures. To achieve these results, RDI will provide a highly qualified team of professionals with years of experience working on State of Alaska projects, including the recent Kofax Data Capture upgrade, and the procurement, implementation, quality assurance, test management, and risk management of the TRMS.

DEVELOPMENT METHODOLOGY: RDI proposes to use a hybrid software development methodology that combines the best aspects of traditional waterfall methodologies with the flexibility and results of agile development. Discovery and design phases of the project will follow a traditional approach to gathering requirements and developing a prioritized list of development tasks. Development will follow an iterative methodology that focuses on delivering high-value functionality in short, rapid cycles. During each iteration, the project team will select tasks from a master list and complete the selected tasks from birth to adulthood. Fully executed tasks will be demonstrated to DOR/TAX stakeholders in a review meeting at the end of each iteration. Developers are responsible for unit testing their code and compiling a test plan for User Acceptance Testing (UAT). Each iteration lasts approximately 3 weeks, and iterations continue until all features are implemented. The result will be methodical formality where it's needed, flexibility where it's most important, and high quality products that meet project requirements.

Our project management and development methodologies will support all phases of the project to meet the SOW outlined in the Task Order request.

In Phase 1 of the project, we plan to complete the following:

- Establish the document structure and classifications for scanning and managing forms in Kofax
- Create user interface screens that mimic current DOR/TAX paper forms
- Implement a workflow for data validation, quality control, and release of Kofax form images
- Implement a procedure for manipulating extracted data and generating data files that meet TRMS specifications
- Support legacy systems by refactoring PowerBuilder code to maintain functionality during migration
- Support rollout, documentation, testing, troubleshooting, and issue resolution

In Phase 2 of the project, RDI plans to provide the following services:

- Maintain system and integrate new forms using processes from Phase 1
- Gather requirements for automated form separation/classification
- Integrate automated form separation/classification into Kofax workflow
- Continue to support legacy applications, rollout, documentation, testing, troubleshooting, and issue resolution

In Phase 3 of the project, RDI plans to provide the following services:

- Complete KTS processes for automated data extraction from all identified forms
- Add form enhancements such as database look ups, OCR, information hiding, and manual validation
- Integrate the automation into the existing Kofax workflow
- Continue to support legacy applications, rollout, documentation, testing, troubleshooting, and issue resolution

RISK ASSESSMENT**BEST VALUE PROCESS ONLY:** EVALUATOR NAME:SCORE: 10 5 0**RISK:** Availability of DOR/TAX staff**WHY IT IS A RISK:** With several concurrent ongoing efforts, including a major upgrade to the TRMS, there is a risk that DOR/TAX stakeholders and other key staff will have limited time to engage in efforts such as legacy system maintenance or interim enhancements.**MITIGATION:** An added level of schedule and scope flexibility will be needed to mitigate this risk. To some extent, we can mitigate this risk by using a flexible agile development methodology, planning for periods of unavailability as far in advance as possible, having backups for key personnel, and adjusting review cycles to fit DOR/TAX staff schedules.**RISK:** Evolving needs related to integrated systems**WHY IT IS A RISK:** Several DOR and State-level systems are integrated with the existing (and future) DOR/TAX data management systems. These systems are also involved in an ongoing upgrade and maintenance cycle that often places additional needs on the data management systems that interact with them. There is a risk that the needs of these systems will create additional unforeseen task work and deadlines.**MITIGATION:** A proactive level of communication with the managers of these systems, combined with flexibility in schedule and scope, should help mitigate this risk.**RISK:** Inadequate user acceptance**WHY IT IS A RISK:** Projects do not succeed without user acceptance.**OUR SOLUTION:** We will work with to develop a communication plan that prescribes a high level of communication and training for the new system. Users will always stay involved in the process, and the schedule will include adequate time for users to review and accept the changes/enhancements.**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:** Enhancement requests**WHY IT IS A RISK:** Implementing changes outside the project scope causes slippage and overruns.**OUR SOLUTION:** Enhancements must be reviewed through a Change Management Process.**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 DOR/TAX, 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:** In addition to providing regular status reports, we will host status meetings between our project manager and the client project manager. We encourage informal communication daily.

EXPERIENCE/QUALIFICATIONS**BEST VALUE PROCESS ONLY:** EVALUATOR NAME: _____SCORE: 10 5 0**COMPANY QUALIFICATIONS**

RDI has been providing application development and support services in the tax accounting field since 2003. In 2011, we were contracted to provide procurement oversight and project management for the implementation of the comprehensive TRMS that replaced 17 independent automated systems and over 100 manual "side-systems" for DOR/TAX. Our hands-on experience and deep knowledge of DOR/TAX and TRMS business processes and requirements will ensure that our team meets the Division's needs in an efficient and cost-effective manner.

RDI is a member of the Microsoft Partner Network with a Gold-Level competency in Application Development. SQL Server, Visual Studio, and VB.NET are core technologies for RDI. All of our proposed technical resources are skilled in SQL Server business objects and stored procedures.

Our team has direct experience with the recent Kofax Capture upgrade, as well as experience building some of the legacy PowerBuilder and Sybase taxation modules that must be maintained and migrated for this project.

Our flexible staffing model and Juneau location ensure that our proposed team members are available to work onsite in Juneau with DOR/TAX staff as needed.

STAFF QUALIFICATIONS

JENNY MUNROE, PROJECT MANAGER: Jenny is a resourceful leader with experience working on a variety of State of Alaska projects including an Enterprise Resource Planning project for the Alaska Department of Administration, Division of Finance, and an Electronic Grants Management project (EGrAMS) for the Department of Labor & Workforce Development. Jenny is familiar with Kofax software. She is an expert in employing a process-oriented approach toward reaching aggressive goals in support of cost, profit, customer service and organizational objectives.

GRANT FICEK, LEAD PROGRAMMER/ANALYST: Grant's project history includes utilizing a variety of technologies such as VB, C#, Silverlight, WPF, Oracle, SQL Server, and the Entity Framework. Grant has been our primary technical staff member for previous DOR/TAX projects involving Kofax. His recent experience includes extensive user interface development and requirements updates for EMMA, the DOR/TAX employee and system management application. He has also recently participated in a DOR/TAX project that required PowerBuilder to enhance forms for the Alaska Department of Fish & Game.

DREW PAWLIK, SR. PROGRAMMER/ANALYST: Drew has nine years of IT experience with Microsoft development, specifically C#.NET, ASP.NET, and SQL Server. He has been working with the Department of Revenue Tax Division since 2009, providing programming and analysis for the Legacy System, the OTIS application, and the Property Tax Billing System.

DARREL LEE, PROGRAMMER/ANALYST: Darrel has more than ten years of IT experience and a deep understanding of all aspects of programming, debugging, and testing. Recently, he provided enhancements to the Alaska Department of Labor's Alaska Labor Exchange System (ALEXsys). He also developed a data access layer using ADO.NET and T/SQL stored procedures, and maintained and enhanced Classic ASP pages using VBScript. He is skilled in ASP.NET, Visual Basic .NET, Classic ASP, VBScript, SQL Server, Visual Studio 2008/2010 and more.

JULIE COLLINS, EXPERT CONSULTANT: Julie has more than 15 years of IT experience, including over seven years of PowerBuilder experience. This experience includes four years with DOR/TAX, during which she implemented taxation modules using PowerBuilder and Sybase.

EXPERIENCE/QUALIFICATIONS (CONT.)

JUSTIN STRAWTHER, SR. PROGRAMMER/ANALYST: Justin has extensive technical experience in a broad suite of technologies such as ASP.NET, WinForms, and WPF. He has several years of experience with PowerBuilder, including maintaining DOR/TAX legacy applications, performing both new implementations and bug fixes to PowerBuilder data entry applications, and making recent PowerBuilder enhancements to DOR/TAX forms for the Alaska Department of Fish & Game. Justin also possesses strong database design and implementation skills. Recently, he served as the primary programmer for the Alaska Permanent Fund Division System (DAIS) project and led a training effort demonstrating the process of importing PowerBuilder applications into a Microsoft Team Foundation Server (TFS) version control system for the DOR.

RELEVANT EXPERIENCE**ALASKA DEPARTMENT OF REVENUE: TRMS IMPLEMENTATION**

The Department of Revenue, Tax Division has historically relied on 17 independent automated systems and over 100 manual "side-systems" to administer 22 tax and licensing programs. RDI was selected to provide project management during the procurement and implementation of a comprehensive tax revenue management system to replace the existing programs. Our work for this project included assisting in developing the Request for Proposal (RFP), overseeing vendor selection and contract negotiation, and planning the implementation. Our Project Management team developed project processes and documents, such as the charter, schedule, change management, quality assurance, test management, and risk management. They led Steering Committee and Project Manager working groups, interfaced with external stakeholders and the vendor project management team, identified risks and processes for mitigating risks, and ensured communication among key stakeholders through a solid communications plan.

DEPARTMENT OF REVENUE: ANNUAL PRODUCTION TAX RETURN (APTR) USER INTERFACE

Each year, the State of Alaska collects billions of dollars in oil and gas tax revenue. Since 2007, the Tax Division has been providing taxpayers with guidelines regarding what information must be included in tax returns. However, the Division has allowed taxpayers to file in various formats. RDI provided a team to develop an application that allows oil and gas companies to submit annual tax return data. The Data Capture Tool, as it is commonly called, is a distributed application built using traditional Windows Forms that allows users to key in return data and view summary tax return information. The tool generates an XML file that can be submitted to the State of Alaska through a secure, web-based submission process. The XML file is then parsed and records are saved to a central repository within the Tax Division. Automated processes have been implemented to transmit data directly from the State website to internal SQL Server databases, where the data can be viewed and processed internally via Division-supported applications.

ALASKA DEPARTMENT OF REVENUE: KOFAX CAPTURE UPGRADE

RDI has assisted the Alaska Department of Revenue with analysis and management of an implementation effort to upgrade the Kofax product used to capture data from forms submitted in hard copy. The implementation effort included upgrading the capture software and expanding the process to collect data from forms before they are archived.

ALASKA DEPARTMENT OF REVENUE: MOTOR FUEL CORPORATION AND MINING TAX SYSTEM

RDI provided the State of Alaska Department of Revenue Tax Division with requirements analysis, design, development, and implementation services in order to update and modify the state's legacy tax IS to include corporate income tax, motor fuel tax, and mining license programs. The project required the use of multiple technologies and approaches to ensure that all elements of the tax system worked in concert and as expected. To facilitate this, RDI used ASP.NET, SQL Server 2005 and 2008, PowerBuilder, SSRS, and other technologies to develop such core processes as the creation of rule engines and other tools that create the foundation for the three systems. Another key component of this extensive project was the training and documentation required to ensure that the state was able to utilize and maintain the system upon Go-Live.

EVALUATOR NON-CONFLICT OF INTEREST STATEMENT

By checking this box, I certify that neither I, _____, nor any member of my immediate family has a material personal or financial relationship with this vendor or to a direct competitor of this vendor. I further certify that no other relationship, bias or ethical conflict exists which will prevent me from evaluating this response solely on its merits and in accordance with the evaluation criteria.

Furthermore, I agree to notify the Task Order Manager if my personal or financial relationship with this vendor is altered at any time during the evaluation process. If I am serving as the Procurement Officer of record I agree to advise my supervisor of any changes that could appear to represent a conflict of interest.

EVALUATOR NOTES

To be completed by requesting agency evaluator(s).

Comments **MUST** be recorded for any section receiving a Best Value score of 10 or 0. Comments must be concise and objective and refer to or quote the portion of the response that led to the score.

PROJECT APPROACH**RISK ASSESSMENT****EXPERIENCE/QUALIFICATIONS**

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 response. (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
\$ 96.00	x	4000	=	\$384,000.00

ETS Fee (\$300 + .5% of Total Cost)	\$2,220.00
Total TO Cost	\$386,220.00

PROPOSED INDIVIDUAL RESOURCES

Jenny Munroe	Grant Ficek	Drew Pawlik
Darrel Lee	Julie Collins	Justin Strawther

PROPOSED SUB-CONTRACTORS

Name	Description of Work	% of Overall Work