

STANDARD AGREEMENT FORM FOR TASK ORDER PROCUREMENT SYSTEM (TOPS)

1. TOPS Contract Number 013-011-02-12	2. DGS Solicitation Number 2012-0200-0879	3. Financial Coding 0260050 02111001	4. Agency Assigned Encumbrance Number
5. Vendor Number 52-2400467	6. Project/Case Number DB2 Coverage	7. Alaska Business License Number 931495	

This contract is between the State of Alaska,

1. Department of Administration	Division of ETS	hereafter the State, and
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2. Contractor Analyze Soft, Inc.	hereafter the Contractor.
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3. Mailing Address 7655 W. Riverside Dr.	City Boise	State ID	ZIP+4 83714
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4. **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.

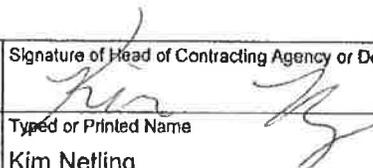
ARTICLE 3. Period of Performance: The period of performance for this contract begins 6/14/2012 and ends 6/28/2012.

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 #0011-02-12-01. Payment shall be made upon receipt and approval of detailed invoice(s) by the State of Alaska Project Manager indicated on TOPS Request #0011-02-12.

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 #0011-02-12.

<p>2. CONTRACTOR</p> <p>Name of Firm Analyze Soft, Inc.</p> <p>Signature of Authorized Representative </p> <p>Dated or Printed Name of Authorized Representative Platt Thompson</p> <p>Title COO</p>	<p>14. 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 alterations 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.</p>
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3. CONTRACTING AGENCY	
Department/Division Administration / ETS	
Signature of Project Director 	Signature of Head of Contracting Agency or Designee 
Typed or Printed Name of Project Director Chris Letterman	Typed or Printed Name Kim Netling
Title DP Manager III	Title DP Manager IV

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, 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 contractor 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.

The 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.

Including 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 any delay 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 #0011-02-12;**
- **TOPS Response / Cost Proposal #0011-02-12-01.**

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

1. This contract document;
2. TOPS Request #0011-02-12;
3. TOPS Response / Cost Proposal #0011-02-12-01.

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):

Appendix D – Contract Rates, Invoicing and Payment

The following are the contractor's team members and their corresponding hourly contract rates:

Contractor's Equivalent Job Class Title	Team Member Name	Hourly Rate
Database Specialist / Analyst	Renelle Mars	\$167.00

Payment Procedures

This is an hourly fee contract not to exceed \$10,000. The state will make payments based on a negotiated payment schedule established by the project director for each engagement. Each billing must consist of an invoice and progress report. No payment will be made until the progress report and invoice has been approved by the project director.

Under no conditions will the state be liable for the payment of any interest charges associated with the cost of the contract.

The state is not responsible for and will not pay local, state, or federal taxes. All costs associated with the contract must be stated in U.S. currency.

Invoicing

This contract will be invoiced at the end of the performance period or at such time as work has concluded. The project director will work with the contractor to establish a not-to-exceed dollar amount for the engagement and an estimate of the amount of hours will be billed at the hourly rate provided in the offeror's proposal.

TASK ORDER REQUEST FORM

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

REQUESTING AGENCY INFORMATION

Department: 02 - Administration
 Division/Section: ETS
 Billing Contact: Chris Letterman Ph #: 465-5775 E-mail: Chris.Letterman@alaska.gov
 CC / LC: 02600500/02111001

TASK ORDER INFORMATION

Solicitation Type: **Best Value** **Low Price**
Cost Type: **Fixed Fee** **Time & Materials: 100 est # of hours**
Response Deadline: 5/29/2012
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: Adabas/Natural/EntireX Support
 Project Manager: Chris Letterman Ph #: 465-5775 E-mail: Chris.Letterman@alaska.gov
 Category: 1: IBM Host Systems Support
 Start Date: 6/1/2012 Not to Exceed: \$10000
 End Date: 6/15/2012
 Location of Work: Juneau **No Preference**

VENDOR SELECTION

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

Vendor #1: _____
 Vendor #2: _____
 Vendor #3: _____

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, Chris Letterman, 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

Require interim ADABAS and NATURAL staff support until new staff are onsite. Additionally require support for IBM's DB2 on Windows and TaminoXML Database product from Software AG

SCOPE / STATEMENT OF WORK

Provide day to day administration and maintenance of the State's ADABAS and NATURAL installation on the z10 Mainframe. Provide day to day administration and maintenance of the State's IBM DB2 on Windows and TaminoXML database

SPECIAL EXPERTISE & EXPERIENCE

ADABAS, NATURAL, ENTIRE X, DB2 on Windows and TaminoXML Database

SPECIAL CONSIDERATIONS OR CONSTRAINTS

Must have expert level skill in Software AG ADABAS, NATURAL and be familiar with ENTIRE X. Must be capable of quickly coming up to speed and possess excellent capabilities for capturing institutional knowledge in a well documented manner.

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. |
| 1. | 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. |
| 2. | 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 be at least 5 business days. These are minimums and a later date may be entered. |
| 3. | Project Manager: | Enter the agency Project Manager name and phone number. This will be the point of contact for all project-specific inquiries. |
| 4. | Category: | Select the category number that this Task Order generally falls into. Category definitions can be found at:
http://doa.alaska.gov/ets/taskorder/ |
| 5. | Start/End Dates: | Enter the anticipated start and end dates for the Task Order. |
| 6. | 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.

VENDOR INFORMATION

Vendor Name: ASI

<input checked="" type="checkbox"/>	By checking this box, I, Platt Thompson for ASI, 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 Assessment, 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: Task Order Manager

SCORE: 10 5 0

Our project approach begins with our Alaska State infrastructure. We have been established in Alaska for five years, with an office and a State Director with over 25 years of Alaska State employee experience.

Our State Director engages the Client Sponsor prior to our resource's arrival in Juneau to ascertain exact Client expectations in multiple realms, including: work hours, work location, communication channels, reporting channels, work priorities – both intra-day and for the duration of the engagement, work attire, etc.

We also address any Client concerns prior to the resource's arrival so that our resource can be appropriately trained prior to showing up at the Client's site. These concerns usually run the gamut of technical concerns to workplace dynamics. In any case, we work hard to ensure that our Client's concerns are addressed and mitigated prior to the arrival of our resource(s) on site.

We are strong believers in meeting or exceeding not only the requirements of a Task Order (stated needs), but also meeting or exceeding the Client's expectations (unstated needs).

Our Alaska Management will establish communication protocols with the Client – scheduled meetings, phone calls, ad hoc meetings, etc. so that there is the appropriate level of communication between ourselves and our Client but not so much as to be burdensome to our Client.

On the other hand, our Alaska Management will converse daily with our resource to ascertain performance, issues, potential value-adds, and to clarify any other information that would potentially be of value to our Client or that would require action on our part.

Our Alaska Management ensures that our resource is met at the airport and housed in appropriate lodging. In addition, we ensure our resource is at the specified Client location at the specified time.

In this Task Order, our Client is asking for expert skill levels and excellent capabilities for capturing institutional knowledge, which would naturally indicate lengthy experience and past leadership capabilities. This is the type of resource we would be providing.

Upon the end of this engagement, we ensure that our resource has documented all deliverables, tasks, outstanding work, and any value-add documentation. When our resource departs, we make sure that there are no "loose ends". We also perform a "post-mortum" exercise with the client to receive information on how we did and what we can do better.

RISK ASSESSMENT

BEST VALUE PROCESS ONLY: EVALUATOR NAME: Task Order Manager

SCORE: 10 5 0

Itemize each potential risk, describe why it is a risk, and describe how you will mitigate it. Use the following format in your response: Risk / Why it is a risk / Your solution, using paragraphs to separate each risk.

Risk: Inability to quickly capture institutional knowledge.

Why it is a risk: This engagement requires a strong element of "hit the ground running" as it fills a critical resource gap in the short term.

Solution: Provide a resource that has demonstrable skills in coming up to speed in the Client's environment rapidly. This is reflected in both the resource's breadth and depth of experience as well as leadership skills in a Senior position. A key component of leadership is the ability to grasp institutional awareness, workflows, and expectations in a very rapid manner. We are providing such a person.

Risk: Not meeting the Client's unstated needs (expectations)

Why it is a risk: The stated needs (requirements) are typically covered in the Scope of Task Orders. It is the expectations, or unstated needs, that provide the higher value to a client.

Solution: Both our State Director and our resource will address expectations with the client on day one. These initial meetings provide a baseline for our client's expectations and dictate our approach to the engagement.

Risk: Not managing extraneous issues with the resource (housing, etc.).

Why it is a risk: This affects performance by the resource.

Solution: Our State Director in Juneau manages all our resources. We do not encumber our clients with extraneous issues.

Risk: Not establishing a feedback loop (communication).

Why it is a risk: This affects client perception and expectations.

Solution: We ensure our management engages the client on both a formal (scheduled meetings) and informal (ad hoc phone calls, meetings, etc.) basis so that we receive feedback and – if necessary – provide course corrections.

Risk: Not having familiarity in State Government environments.

Why it is a risk: This affects client satisfaction and potentially performance.

Solution: Our resource has years of experience in State Government. An individual with nothing but commercial (private sector) experience cannot quickly absorb the needs of a State Government environment.

EXPERIENCE/QUALIFICATIONS**BEST VALUE PROCESS ONLY:** EVALUATOR NAME: Task Order ManagerSCORE: 10 5 0

We have been delivering I.T. work in Alaska for over five years, with an established office and a State Director with over 25 years of Alaska State employee experience. We have delivered resources similar to this request in Alaska, Washington, Oregon, Idaho, Montana, Wyoming, New Mexico, Kansas, and Texas. Our Senior Management is on site in Juneau to supervise our resources.

Our assigned resource to this engagement starts with 28 years of experience in ADABAS, NATURAL, DB2, EntireX etc. experience – all in challenging environments. For the last 20 years, our resource has been engaged as a Senior Analyst/Programmer. In that the State of Alaska wishes short term – highest skill set resources, we feel our resource more than fills that need. Our resource is highly versatile, well organized and can easily manage multiple priorities in a fast paced software environment. Communication skills are excellent, both orally and in writing, and our resource has demonstrated the ability to fit well into any team. Our resource has spent years working in State Government environments.

Our assigned resource is available immediately for this short-term engagement. All of the below are as a Senior Analyst/Programmer. In this Task Order, our Client is asking for expert skill levels and excellent capabilities for capturing institutional knowledge, which would naturally indicate lengthy experience and past leadership capabilities. This is the type of resource we will be providing.

Our resource is usually assigned Senior roles with the expectation that our resource “come up to speed” extremely quickly. Our resource has met those expectations in every case.

2010 – Present DB Schenker International Freight Company

- Troubleshooting production problems, finding the cause, doing impact analysis, attending to impacts, repairing the cause, repairing data, testing the solution, undergoing quality assurance reviews, supporting user acceptance testing, obtaining sign-off, implementing the solution.
- Writing programs to extract and consolidate data for users and management, testing the programs, undergoing quality assurance reviews, supporting user acceptance testing, obtaining sign-off, executing the programs, downloading the data to the server, distributing data in Excel spreadsheet format.
- Identifying and researching custom processes for special accounts, documenting them and charting the processes in Visio.
- Identifying import, export and domestic batch jobs and researching and documenting them.

Environment: IBM z/OS, CICS, TSO, JCL, DB2, NATURAL, MS-OFFICE, WEB.

2009-2010 – Texas Workforce Commission

- Established a new Mainframe Testing Infrastructure to assess current testing practices and advise on and implement improvements.
- Assessed testing environments and documented recommendations for these.
- Assessed data population of testing environments
- Designed and implemented an automated Regression Test in a dedicated environment.

Environment: IBM z/OS, CICS, TSO, JCL, DB2, NATURAL, COBOL, MS-OFFICE.

2008 – 2009 California Employment Development Department (EDD)

- Led the technical team to test the conversion of the Unemployment and Disability Insurance System from IDMS to DB2.
- Captured the batch unemployment and disability insurance process flows into HP's Quality Center tool.

Environment: IBM z/OS, CICS, TSO, JCL, COBOL, MS-OFFICE.

2007 – 2008 California State Teachers' Retirement System (CalSTRS)

- Technical Lead on the Accounting Re-engineering project.
- Involved in the full systems development cycle. Several phases of both enhancements and new

functionality to the Accounts Receivable system were successfully implemented.

- Responsible for a team of four analysts/programmers
- Environment: IBM z/OS, CICS, TSO, JCL, ADABAS 7.4, NATURAL 4.8, CONSTRUCT, MS-OFFICE.

1999 – 2006 California State Teachers' Retirement System (CalSTRS)

- Senior Analyst/Programmer on the conversion of the old IDMS system to START, the new teachers' retirement system.
- Subsequent to this, worked with Accounts Payable, Accounts Receivable, Member Services, Services Division, Service Retirement, Disability and Refunds, and Survivor Benefits, enhancing the systems and attending to system problems, investigating their causes, analyzing their impacts and recommending, coding, and implementing solutions.
- Spearheading performance improvements on START, was made the system architect and my team saved in excess of \$1M annually in computing costs.
- Responsible for a team of six analysts/programmers

Environment: IBM z/OS, CICS, TSO, JCL, ADABAS, NATURAL, CONSTRUCT, MS-OFFICE.

1997 – 1999 California Board of Equalization

- Performed system testing and problem resolution on the Integrated Revenue Information System (IRIS).
- Following this, moved to Audits where I converted and migrated data, improved Audit processes and modified and maintained the system.
- Responsible for a team of 4 analyst/programmers.
- Troubleshooting on the Payments sub-system during the system test phase, investigating and analyzing problems, finding their cause, investigating their impact, coding and testing the change, implementing the solution.
- Performed analysis of conversion data, designing the conversion, writing program specifications, coding and unit testing the conversion, writing integration scenarios and test cases, testing them, writing and executing a system test, obtaining user acceptance sign-off.

Environment: IBM z/OS, CICS, TSO, JCL, ADABAS, NATURAL, CONSTRUCT, MS-OFFICE.

1992 – 1997 BMW (Auto Manufacturer)

- Troubleshooting on the Payments sub-system, investigating and analyzing problems, finding their cause, investigating their impact, coding and testing the change, implementing the solution.
- Meeting with the business areas to review status, discussing problems, suggesting and implementing solutions, responding to questions, deciding on action items.

Environment: IBM z/OS, CICS, TSO, JCL, ADABAS, NATURAL, CONSTRUCT, MS-OFFICE.

TECHNICAL EXPERIENCE

Software

ADABAS, DB2, PREDICT, CONSTRUCT, PEEK, PAC, N2O, NATRJE, EJES, FTP, AFP, JCL, TSO/ISPF, FILE-AID, IBM Utilities, CICS, OS/MVS, os/390, mvs, zos, vm, ATTACHMATE EXTRA/3270, Windows xp, nt, vollie, cms, ims, cande, workflow, visio, word, excel, project, scheduler, ACCESS.

Programming Languages

NATURAL, COBOL, MANTIS, SQL, BASIC, C, PL/I.

EXPERIENCE/QUALIFICATIONS (CONT.)

EVALUATOR NON-CONFLICT OF INTEREST STATEMENT

By checking this box, I certify that neither I, TASK ORDER MANAGER, 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

[Empty text box for Project Approach notes]

RISK ASSESSMENT

[Empty text box for Risk Assessment notes]

EXPERIENCE/QUALIFICATIONS

[Empty text box for Experience/Qualifications notes]

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	x	Est. # Hours	=	Total Cost
\$ 167.00		57		\$ 9519.00

ETS Fee (\$300 + .5% of Total Cost)	\$ 347.60
Total TO Cost	\$9,866.60

PROPOSED INDIVIDUAL RESOURCES

Dwayne Peeples – State Director		
Renelle Mare – Analyst/Programmer		

PROPOSED SUB-CONTRACTORS

Name	Description of Work	% of Overall Work