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
0085-07-13	**2012-0200-0879**	7175057	

5. Vendor Number	6. Project/Case Number	7. Alaska Business License Number
010		116276

This contract is between the State of Alaska,

8. Department of	Division of	
Labor Workforce Development	Labor Standards and Safety	hereafter the State, and

9. Contractor

Resource Data, Inc.

hereafter the Contractor.

Mailing Address	City	State	ZIP+4
1205 E. International Airport Rd., Ste 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 **05/31/2013** and ends **6/30/13**.

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 **#0085-07-13**. Payment shall be made upon receipt and approval of detailed invoice(s) by the State of Alaska Project Manager indicated on TOPSRequest **#0085-07-13**.

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 **#0085-07-13**.

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 Labor & Workforce Development / Labor Standards and	
Signature of Authorized Representative Lois A. Hansen	Date 6/4/13	Signature of Head of Contracting Agency or Designee Paloma Harbour	Date 6/4/13
Typed or Printed Name of Authorized Representative Lois A. Hansen		Typed or Printed Name Paloma L. Harbour	
Title Director of Business Administration		Title Admin Services Director	

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 #0085-07-13**;
- **TOPS Response / Cost Proposal #0085-07-13**.

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

1. This contract document;
2. TOPS Request #0085-07-13;
3. TOPS Response / Cost Proposal #0085-07-13.

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):

The project will commence once signed by the State of Alaska head of contracting agency or designee. Assuming contract documents are signed by June 5, 2013, the project will be complete by 6/30/13.

APPENDIX D

PAYMENT FOR SERVICES

Payment for services provided under this contract shall not exceed **$9,600.00** for the period of performance of this contract.

The contractor shall invoice on completion of each deliverable as defined in the schedule below:

Development	$ 3,600
Testing	$ 2,400
Final Deployment	$ 3,600

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 Labor
P.O. Box 111149
Juneau, AK 99811-1149

Invoice Delivery:
Invoices should be emailed to Laura Kurt at laura.kurt@alaska.gov with an email copy to Diane Larocque (diane.larocque@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
$ 120	x	80	=	$9,600.00

ETS Fee ($300 + .5% of Total Cost)	$ 348.00
Total TO Cost	**$9,948.00**

PROPOSED INDIVIDUAL RESOURCES

Mike Podruchny		

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.**

TABLE OF CONTENTS

PROJECT APPROACH 2
RISK ASSESSMENT 3
EXPERIENCE/QUALIFICATIONS 4

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 Assesement, 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 Form. 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 Form in these sections.

Experience/Qualifications cannot exceed two pages.

PROJECT APPROACH

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

The Alaska Department of Labor and Workforce Development (DOLWD), Division of Labor Standards and Safety, uses the Certified Payroll system to allow contractors to upload payroll information and employee demographics, and attach a payroll date to a specific State or Federal project.

The current application uses the myAlaska v2 system, sitting behind a proxy server and receiving the user ID from myAlaska via HTTP header. DOLWD would like to update the Certified Payroll application from using myAlaska v2-style authentication to using the myAlaska v3-style. The updated application would not depend on the proxy server. Instead, it would receive the user ID as part of a SAML token sent from ADFS. As a result, the application would connect to an intermediate ADFS server that DOLWD manages instead of going directly to the myAlaska ADFS server.

To help DOLWD update the Certified Payroll system, RDI proposes Mike Podruchny, a Technical Lead with extensive experience working with myAlaska v2 and v3. Mike is extremely familiar with DOLWD business practices and standards from his previous work updating the ALEXsys authentication system to support myAlaska authentication. The project will include the following phases:

PHASE 1: DEVELOPMENT:
The application will be updated to follow the sample provided by ETS on https://wiki.state.ak.us/pages/viewpage.action?pageId=41878460. Development will consist of the following tasks:

- Add references to Windows Identity Framework and configure the application to use the DOLWD ADFS server.
- Update any code references to the HTTP header provided by the proxy server.
- Update any code that generates absolute URLs that point to the proxy server.
- Establish trust with test ADFS server as a relying party.

PHASE 2: TESTING:
Following development, we will deploy the updated code to a test web server and ensure that a myAlaska user can log in to the application. Once we have verified that users can successfully log in to the application, we will test any functionality that may have been affected by code updates.

PHASE 3: FINAL DEPLOYMENT:
In order to deploy the final application, we will first establish trust with the production ADFS server and then deploy the updated code. Final deployment includes integration testing.

ASSUMPTIONS:
This project approach and corresponding cost proposal are based on the following assumptions:

- We have allocated 20 hours for testing, which we believe will be ample. However, we will begin the project by determining the amount of code that will be affected, and we will work with DOLWD to make arrangements for adequate testing if more than 20 hours are required.
- DOLWD is responsible for issues that arise with the production environment.

RISK ASSESSMENT

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

RISK: It is not clear how much of the application code needs to be modified to remove references to the HTTP header and absolute URL generation.
WHY IT IS A RISK: Any code that is modified should be tested before deployment. Excess testing could require more time than budgeted for this fixed price project.
OUR SOLUTION: We will begin the project by determining the amount of code that will be affected, and we will work with DOLWD to make arrangements for adequate testing if more than 20 hours are required.

RISK: Lack of available key personnel
WHY IT IS A RISK: This project relies on client involvement. DOL states that some scheduling around department staff availability may be needed.
OUR SOLUTION: We mitigate this by planning for periods of unavailability as far in advance as possible. Plans can include lengthening or shortening training, development, and review sessions, having backups for key personnel, or a combination.

RISK: Lack of availability of contractor staff
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: Sudden changes in the level of support required
WHY IT IS A RISK: Our staffing plan is based on the assumption of a consistent but relatively low level of staff support; as such, the supporting staff will also be part of other projects and a sudden request for additional time may be hard to supply.
OUR SOLUTION: We will work with the client during regular meetings to anticipate unforeseen large efforts in advance. With adequate advance planning and some flexibility on the client's side, we should be able to handle normal fluctuations in the support workload.

RISK: Expansion of scope
WHY IT IS A RISK: As new systems begin to come to fruition and users begin to see examples of the finished product, new requirements often emerge which were not considered during earlier design phases. "Scope creep" can easily cause projects to grow larger than originally planned, which can delay implementation and impede on fixed-price budgets.
OUR SOLUTION: We will define the project scope in established project management documents and review the original scope with the project owners.

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 encourage informal communication daily.

EXPERIENCE/QUALIFICATIONS

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

COMPANY QUALIFICATIONS

1. Visual Studio.NET and ASP.NET: We are a Microsoft Gold Partner specializing in web development in the .NET framework.

2. myAlaska: We have a long history of work in the myAlaska environment. This experience has been accumulated through myAlaska integration project work with various agencies, development within the myAlaska environment itself, and design/analysis work intended to set the stage for evolution of the system. Previous development projects involving myAlaska include:
   - Department of Environmental Conservation: Online Permitting and Licensing Application (now referred to as OASys)
   - Department of Revenue: Online Tax Information System (OTIS)
   - Department of Labor and Workforce Development: Adult Basic Education System

3. SQL Server: RDI has been at the forefront of database technologies for the last 25 years and has been providing clients with robust and efficient database designs, implementations, and warehouses. SQL Server is a core skill at RDI. We employ more than 60 SQL Server experts company-wide, many with over 10 years of experience.

4. Department internet development standards, policies, and practices: Our firm has a long history of successful projects with the DOLWD and has gained a tremendous depth of knowledge of DOLWD business practices, systems, and culture.

STAFF QUALIFICATIONS

MIKE PODRUCHNY, TECHNICAL LEAD:
We will staff this project with a Technical Lead with over six years of IT experience focusing on .NET programming and database development. He is a Microsoft Certified Professional Developer (MCPD) specializing the .NET framework, and has extensive experience on State of Alaska projects. In addition to many other successful projects, he has been heavily involved in projects for the Department of Administration surrounding building, updating, and supporting myAlaska v3. Furthermore, Mike is extremely familiar with integrating DOLWD systems with myAlaska from his previous work updating the ALEXsys authentication system to support myAlaska authentication.

RELEVANT EXPERIENCE

ALASKA DEPARTMENT OF ADMINISTRATION: MYALASKA AUTHENTICATION SYSTEM
The State of Alaska needed to develop a single user authentication system for all persons doing e-business with the state. To meet this need, we developed myAlaska, which is used by all state agencies needing secure user login functionality. This application, which includes an administrative web interface and a web service, required complex SQL programming to meet strict standards.

ALASKA DEPARTMENT OF ADMINISTRATION: DEVELOPMENT WITH MYALASKA FRAMEWORK
Over the last several years, our firm has been engaged in developing agency applications that have made use of the existing myAlaska framework. Included in this list are the Department of Environmental Conservation's Online Permitting and Licensing Application (now referred to as OASys), the Department of Revenue's Online Tax Information System (OTIS), the Department of Labor's Adult Basic Education System, and several others. Each of these development efforts has required extensive interaction with myAlaska technical staff and helped us develop an intimate knowledge of the inner workings of myAlaska from an integrators perspective.

EXPERIENCE/QUALIFICATIONS (CONT.)

ALASKA DEPARTMENT OF ADMINISTRATION: ENTERPRISE APPLICATIONS
RDI provided analysis and project management services for a small project to document the administrative functions of myAlaska v2. The project involved guiding a staff analyst through the process of holding sessions with the myAlaska administrators and producing documentation that resulted from those meetings. The final product of the effort was a simple manual for administration of the service.

ALASKA DEPARTMENT OF ADMINISTRATION: MYALASKA v3 REDESIGN
RDI worked on an analysis project to document the requirements and paths forward for the myAlaska v3 development effort. The project involved analysis meetings, draft documentation, presentation, and final documentation. Following the initial analysis effort, RDI provided project management and technical leadership on an effort to design the next version of myAlaska. Our team built upon experience gained during earlier requirements analysis and previous projects that involved integration with the existing version of myAlaska. We approached design in an iterative fashion that resulted in a multi-tier architecture using a centralized Microsoft solution with .NET, SQL Server, Active Directory, Internet Security, and Acceleration Server and Active Directory Federation Services.

ALASKA DEPARTMENT OF ADMINISTRATION: MYALASKA .NET DEVELOPMENT
RDI provided a single analyst to assess the Cross Media Electronic Reporting Rule (CROMERR) compliance of the myAlaska v2 identity management and e-signature system. Work included focusing on the primary areas of the CROMERR application to create a gap analysis outlining how myAlaska and its applications succeeded or failed to meet requirements. Primary areas of consideration included registration, signature process, submission, signature validation, and copy of record. The project culminated in the submission of a draft myAlaska CROMERR application worksheet to the Environmental Protection Agency for informal review.

STATE OF ALASKA, DEPARTMENT OF LABOR, ALASKA LABOR EXCHANGE SYSTEM
The Alaska Labor Exchange System (ALEXsys) was developed in response to an overwhelming need for connectivity between job seekers and employers in the State of Alaska. Our company positioned a large development team consisting of consultants, expert analysts, software developers, and testing leads at the Department of Labor and Workfroce Development (DOLWD) offices in Juneau .This team integrated with the DOLWD team to form one cohesive unit that resulted in the successful rollout of the application. We assisted DOLWD with a full gamut of software development expertise. During the final phases of development, our team was tasked with filling the role of test lead, which included detailed planning and the implementation of a testing process, development of a formal test plan, and the management of a large test team.

ALASKA DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT: MYALASKA INTEGRATION
RDI 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. We 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.

STATE OF ALASKA: IRIS PROJECT
RDI provided Process Modeling support on the IRIS Project, a large-scale implementation of a new enterprise resource planning (ERP) system to modernize the State of Alaska's accounting, financial, payroll, human resources, and procurement systems and processes. Our team documented a technical transition plan for each department, detailing how specific systems and interfaces will be affected by the implementation. As a result, we are familiar with a variety of systems involving payroll and accounting.

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