

**BID # ADE-18-001**

**SPECIAL EDUCATION ARMAC WEB APPLICATION**

**QUESTIONS/ANSWERS:**

1. Q: Whether companies from Outside USA can apply for this (like, from India or Canada)?  
A: Yes, but English is the communication language for the RFP.
2. Q: Whether we need to come over there for meetings?  
A: Yes, in-person meetings are non-negotiable. See Page 10, "Section 2.1 Introduction" of the RFP.
3. Q: Can we perform the tasks (related to RFP) outside USA (like, from India or Canada)?  
A: Yes, but English is the communication language for the project.
4. Q: Can we submit the proposals via email?  
A: No. All proposals must be hand delivered or mailed to the ADE buyer. See page 1, "Delivery of Response Documents" and Page 3, "Section 1.7 Response Documents" of the RFP.
5. Q: How many approximate end users? how many administrators? how many concurrent users? how many participants?  
A: 20-50 administrators, 200+ concurrent users, 7500+ participants
6. Q: What is the total volume of data? any data migration involved in this project?  
A: 1GB of data, but expected to grow with time. Data migration- yes/no, depends on the bidder; we failed to include this in the project scope
7. Q: Do you already have SSO product to integrate this new application with? or is it SSO just with LDAP?  
A: Yes, SSO product exists but would need to be integrated into application; this comes from another department and I do not have the answer at the moment; further details can be provided to awarded vendor
8. Q: Is this project intended for 1 year development or does the 1 year include development go live followed by support and maintenance for year 1? Additionally for the 2<sup>nd</sup> 3<sup>rd</sup> and 4<sup>th</sup> years is it support/maintenance? Or any enhancements?  
A: 1 year development with possible yearly maintenance contract reviewed/renewed annually; years 2-4 are for support and maintenance, does not include enhancement
9. Q: Item 1.24 – Technology Access, C - The solicitation outlines, "State agencies cannot claim a product as a whole is not reasonably available because no product in the marketplace meets all the standards." Would ADE consider the purchase or licensure to a system that can be customized and is available in the marketplace for this specific scope of work that has been deployed for RMTS and Medicaid Administrative Claiming in more than 15 states throughout the country? If not, is the state only interested in a specific system build for ADE?  
A: ADE will only consider the purchase and customization of an existing system with the understanding that the final product programming code is submitted to, and becomes the property of, ADE.

10. Q: Item 2.1 – Introduction - Does the state currently utilize a vendor for their current ARMAC program?

- a. If yes, what is the vendor’s name?
- b. If yes, how long has the vendor been the contractor?
- c. If yes, what is the current compensation arrangement (fixed fee, contingency, time and material, other)?
- d. If yes, what has been the annual vendor compensation for each of the most recent three years?

A: No vendor is used with the current system. It is maintained by ADE.

11. Q: Item 2.1 – Introduction - What is the total revenue for the ARMAC program over each of the last three years? Dollars should be federal dollars (FFP) only.

A: Roughly \$ 15M in the previous fiscal year.

12. Q: Item 2.1 – Introduction - How many school districts are currently participating in the program?

A: Reina-269 currently enrolled, however more could be added in the future.

13. Q: Item 2.1 – Introduction - Is the State’s current program 100% paper-based? If not, please advise which functionality is using an electronic system.

A: 100% Electronic

14. Q: Item 2.2 – Project Architecture – Would the state consider a vendor hosted solution?

A: No.

15. Q: Item 2.3 – Web Application Deliverables, A. Training Module, 3 – Participants will take an online quiz - ADE provided an example of the quiz. Is the expectation that there will be a bank of questions and each user receive an individual quiz or will all users receive a standard quiz that is the same for all users?

A: All users will receive the same quiz. Additional questions may be added to or removed from the question bank at future dates.

16. Q: Item 2.3 – Web Application Deliverables, A. Training Module, 3 – Participants will take an online quiz - Is there an estimate of potential users by category – District Supervisors, Participants, ARMAC Admin, and ARMAC coordinator? If so, please provide.

A: Reina-7500 – 8000 Participants and approximately 275 users

17. Q: Item 2.3 - Web Application Deliverables, C. Administrative Tools, 8a- reports must match federal reports - Can you provide a list of the required reports or a reference to the specific federal reports that are required?

A: Reina, Internal reports such as unverified email addresses, non-response moments, etc. (ARMAC Admin reports). No federal reports

18. Item 2.3 - Web Application Deliverables, C. Administrative Tools, 9 - Calculate quarterly claims per district -

- 1) Is there a specific claim format that ADE requires? If so, please provide a copy?
- 2) Has ADE defined the specificity of financial expenditure data that will need to be capture by each LEA to calculate the quarterly claim? If so, please provide details?
- 3) Are costs captured at the participant, job category, and cost pool or district level?
- 4) Are costs captured in aggregate or by specific expenditure category such as salaries, benefits, etc.?
- 5) Are other reference sources such as fund, function or object codes required to be captured and maintained for each specific costs or captured in aggregate? If so, please provide detail and format.

A: Please see Attachment B – ARMAC Resource Guide.pdf in the sections labeled Attachments III and IV. Reina –cost data is submitted to the ADE by the school district, districts know that only participants who are paid with state and local funds can be in the program. There is only one cost pool and that is Administrative. Cost data is quarterly salaries and quarterly benefits.

19. Q: Item 2.3 Web Application Deliverables, B, Statewide, B1 - Secure login for users using ADE single sign on –

1) Does ADE envision that all users will enter via ADE sign-on or will only a subset of the population utilize the single sign-on functionality? If only a subset, can you estimate the percentage of users that will and will not utilize single sign-on?

A: All users to the ARMAC system will enter via single sign-on

2) Can you provide an outline of the current architecture for the ADE single sign-on?

A: Unable to provide at this time. Please make your best approximations for inclusion in the bid proposal.

20. Q: Item 2.10 Ownership of Deliverables - Does ADE require an ownership agreement that would potentially allow ADE to use:

a) The system for other projects within ADE?

b) For other projects with other agencies within Arkansas?

c) Would ADE have the rights to sell the system at their discretion to other states and / or agencies?

A: ADE would own the entire system and programming code in whole, including all rights, upon completion of the project.

21. Q: In reference to solicitation item number 1.1, would the ADE possibly be interested in an earlier implementation of the system if possible?

A: Yes

22. Q: In reference to solicitation item number 1.2 and 1.13, if this is contract is to be priced as the ADE purchasing the application source code, how are the subsequent renewal years to be priced? Is this a one-time purchase by ADE of source code, or a purchase of license fee plus an annual maintenance fee, or some other method?

A: Subsequent renewal years are estimated at 10% of the final bid price. This is a one-time purchase of work to be completed that includes source code. No licensing will be considered. Additional maintenance years are considered on an annual basis for up to 3 years after completion of the project. Pending ADE's needs.

23. Q: In reference to solicitation item number E.3, can the ADE provide us with the formula used to determine how many random moments will be required to be generated per quarter?

A: At the moment, 3000-3500 random moments per quarter. This includes an oversampling of 5%. This sampling can change per quarter

24. Q: In reference to solicitation item number E.3, how many cost pools are utilized each quarter when calculating the statewide quarterly claim?

A: This can vary with each quarter

25. Q: In reference to solicitation item number E.3, is the vendor responsible for calculating the Medicaid eligibility percentages for all enrolled school districts?

A: Reina – the Medicaid eligibility percentage is provided to the ADE and is calculated annually.

26. Q: In reference to solicitation item number E.3, how often is the Medicaid eligibility percentage for enrolled school districts calculated?

A: Medicaid eligibility is calculated annually