

STATE OF WASHINGTON

Department of Retirement Systems
Tumwater, Washington

REQUEST FOR QUALIFICATIONS AND QUOTATIONS
RFQQ No. 13-004-102

You may download this Request for Qualifications and Quotations (RFQQ) from the Department of Retirement Systems (Department) web site located at <http://www.drs.wa.gov/rfp/> or on Washington's Electronic Business Solution (WEBS) site <https://fortress.wa.gov/ga/webscust/home.html>. All amendments to this RFQQ will be published on both DRS' web site and on WEBS. It is the Bidder's responsibility to access the RFQQ, any amendments, questions and answers, and related documents on either DRS's website or WEBS.

PROJECT TITLE:

SQL Connectivity to Adabas Software

PROPOSAL DUE DATE:

May 31, 2013, at 4:00 PM (PDT) local time in Tumwater, Washington

BIDDER ELIGIBILITY:

This procurement is open to those Bidders that satisfy the minimum qualifications stated herein and are available for work in Washington State.

CONTENTS OF THE REQUEST FOR PROPOSALS:

1. Introduction
2. General Information for Bidders
3. Proposal Contents
4. Evaluation and Award
5. Attachments

1 INTRODUCTION

1.1 PURPOSE AND BACKGROUND

The Department is issuing this Request for Qualifications and Quotations (RFQQ) to solicit bids from vendors interested in providing SQL connectivity to Adabas software to the Department.

A majority of DRS business processes are currently based on mainframe applications that run on a z/OS IBM System z10 2097-404. This environment is off-site and is operated by the Washington State Consolidated Technology Services (CTS). The applications are written in Software AG’s Natural programming language and access Software AG ADABAS databases.

DRS has several web applications, as well. These web-based applications are connected to the z/OS data and applications through middleware; either IBM Message Queue (MQ), or Software AG Entire-X.

Summary of current technology environment:

Technology	Platform
Server operating system	Microsoft Windows Server 2008 R2 or Server 2012
Authentication/Authorization	Microsoft Active Directory (AD), Active Directory Federated Service (ADFS), RACF for z/OS services
Client/Server database	Microsoft SQL Server 2008/2012
Desktop operating system:	Microsoft Windows 7 Enterprise
Web development tools	Visual Studio – Programming Language: C#.Net
Web server	Microsoft Internet Information Server (IIS) 7.5
Mainframe database	Software AG’s ADABAS
Mainframe programming language	Software AG’s Natural Language
Middleware	IBM Websphere MQ or Software AG’s Entire-X

1.2 OBJECTIVE

The objective of this RFQQ is to purchase software that will allow Microsoft Windows based applications to securely connect with an Adabas database. This software will allow flexibility as the agency focuses on migrating core business applications from Adabas/Natural into the Microsoft Windows technologies.

1.3 MINIMUM QUALIFICATIONS

The Bidder must be licensed to do business in the state of Washington and have at least five (5) years of experience in providing SQL connectivity to Adabas software.

Bidders, who do not meet these minimum qualifications will be rejected as non-responsive

and will not receive further consideration. Any proposal that is rejected as non-responsive will not be evaluated or scored.

1.4 FUNDING

The Department has estimated that the overall budget for this project shall be between \$60,000 and \$80,000, including a one-year maintenance agreement. Proposals in excess of \$80,000 will be rejected as non-responsive and will not be evaluated. In the event additional funding becomes available, any contract awarded may be renegotiated to provide for additional related services.

Any contract(s) awarded as a result of this procurement is contingent upon the availability of funding.

1.5 PERIOD OF PERFORMANCE

The period of performance of any contract resulting from this RFQQ is tentatively scheduled to begin on June 26, 2013, or immediately following contract execution. *The software must be in the Department's possession and available for the Department's use by June 26, 2013.*

Maintenance agreements will be renewed annually upon mutual agreement between the Department and the Vendor. Multiyear agreements maybe proposed if there are cost advantages.

1.6 DEFINITIONS

Definitions for the purposes of this RFQQ include:

Department. The Department of Retirement Systems is the agency of the state of Washington that is issuing this RFQQ.

Bidder. Individual, company, or firm submitting a proposal in order to attain a contract with the Department.

Contractor. Individual or company whose proposal has been accepted by the Department and is awarded a fully executed, written contract.

Proposal. A formal offer submitted in response to this solicitation.

Request for Qualifications and Quotations (RFQQ). Formal procurement document in which goods/services needed are identified and vendors are invited to provide their qualifications to provide the goods/services and their costs.

1.7 ADA

The Department complies with the Americans with Disabilities Act (ADA). Bidders may contact the RFQQ Coordinator to receive this Request for Qualifications and Quotations in alternate formats.

2 GENERAL INFORMATION FOR BIDDERS

2.1 GOOD FAITH STATEMENT

All information provided by the Department in this RFQQ is offered in good faith. Individual items are subject to change at any time. The Department makes no certification that any item is without error. The Department is not responsible or liable for any use of the information or for any claims asserted therefrom.

2.2 RFQQ COORDINATOR

The RFQQ Coordinator is the sole point of contact in the Department for this procurement. All communication between the Bidder and the Department upon receipt of this RFQQ shall be with the RFQQ Coordinator, as follows:

Name	Jilene Siegel
Mailing Address	PO Box 48380 Olympia, WA 98504
Physical Address	6835 Capitol Blvd Tumwater, WA 98501
Phone Number	360-664-7291
Fax Number	360-753-5397
E-Mail Address	JileneS@drs.wa.gov

Any other communication will be considered unofficial and non-binding on the Department. Bidders are to rely on written statements issued by the RFQQ Coordinator. Communication directed to parties other than the RFQQ Coordinator may result in disqualification of the Bidder.

2.3 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES

Event	Date
Issue Request for Qualifications and Quotations	May 17, 2013
Vendor Questions Due	May 22, 2013
Written Responses to Questions Posted to WEBS & Department website	May 24, 2013
Vendor Responses to RFQQ due by 4:00 PM PDT	May 31, 2013
Evaluate Responses	June 3 – 5, 2013
Announce "Apparent Successful Bidder" and send notification via e-mail to unsuccessful Proposers	June 7, 2013
Proposers Optional Debriefings	June 10 – 14, 2013
Execute Contract	June 17 – 21, 2013
Software Product (on or before)	June 26, 2013

The Department reserves the right to revise the above schedule.

2.4 SUBMISSION OF PROPOSALS

The proposal must be **received by the RFQQ Coordinator** no later than 4:00 PM, Pacific Daylight Time, in Tumwater, Washington, on May 31, 2013.

Proposals must be submitted electronically as an attachment to an e-mail to the RFQQ Coordinator, at the e-mail address listed in Section 2.2. Attachments to e-mail shall be in Microsoft Word format or PDF. Zipped files cannot be received by the Department and cannot be used for submission of proposals. The cover submittal letter and the Certifications and Assurances form must have a scanned signature of the individual within the organization authorized to bind the Bidder to the offer. The Department does not assume responsibility for problems with Bidder's e-mail. If the Department's email is not working, appropriate allowances will be made. *You will receive e-mail confirmation of receipt of your submission from the RFQQ Coordinator. If you do not receive confirmation, please call the RFQQ Coordinator.*

Proposals may not be transmitted using facsimile transmission.

Bidders should allow sufficient time to ensure timely receipt of the proposal by the RFQQ Coordinator. Late proposals will not be accepted and will be automatically disqualified from further consideration, unless the Department's e-mail is found to be at fault. All proposals and any accompanying documentation become the property of the Department and will not be returned.

2.5 BIDDER'S UNDERSTANDING OF THE RFQQ

In responding to this RFQQ, the Bidder fully accepts the responsibility to understand the RFQQ in its entirety, and in detail, including making any inquiries to the Department as necessary to gain such understanding. The Department reserves the right to disqualify any Bidder who demonstrates less than such understanding. Further, the Department reserves the right to determine, at its sole discretion, whether the Bidder has demonstrated such understanding. That right extends to cancellation of award if award has been made. Such disqualification and/or cancellation shall be at no fault, cost, or liability whatsoever to the Department.

2.6 PROPRIETARY INFORMATION/PUBLIC DISCLOSURE

Proposals submitted in response to this competitive procurement shall become the property of the Department. All proposals received shall remain confidential until the contract, if any, resulting from this RFQQ is signed by the Director/designee of the Department, or his Designee, and the apparent successful Contractor; thereafter, the proposals shall be deemed public records as defined in Chapter 42.56 (the Public Records Act) of the Revised Code of Washington (RCW).

Any information in the proposal that the Bidder desires to claim as proprietary and exempt from disclosure under the provisions of Chapter 42.56 RCW, or other state or federal law that provides for the nondisclosure of your document, must be clearly designated. The information must be clearly identified and the particular exemption from disclosure upon which the Bidder is making the claim must be cited. Each page containing the information claimed to be exempt from disclosure must be clearly identified by the words "Proprietary Information" printed on the lower right hand corner of the page. Marking the entire proposal exempt from disclosure or as Proprietary Information will not be honored.

If a public records request is made for the information that the Bidder has marked as "Proprietary Information" the Department will notify the Bidder of the request and of the date that the records will be released to the requester unless the Bidder obtains a court order

enjoining that disclosure. If the Bidder fails to obtain the court order enjoining disclosure, the Department will release the requested information on the date specified. If a Bidder obtains a court order from a court of competent jurisdiction enjoining disclosure pursuant to Chapter 42.56 RCW, or other state or federal law that provides for nondisclosure, the Department shall maintain the confidentiality of the Bidder's information per the court order.

A charge will be made for copying and shipping, as outlined in RCW 42.56. No fee shall be charged for inspection of contract files, but twenty-four (24) hours' notice to the RFQQ Coordinator is required. All requests for information should be directed to the RFQQ Coordinator.

2.7 REVISIONS TO THE RFQQ

In the event it becomes necessary to revise any part of this RFQQ, addenda will be published on the Department's public web site and on WEBS.

The Department also reserves the right to cancel or to reissue the RFQQ in whole or in part, prior to execution of a contract.

2.8 MINORITY & WOMEN-OWNED BUSINESS PARTICIPATION

In accordance with the legislative findings and policies set forth in Chapter 39.19 RCW, the Department encourages participation in all of its contracts by firms certified by the Office of Minority and Women's Business Enterprises (OMWBE). Participation may be either on a direct basis in response to this solicitation or on a subcontractor basis. However, no preference will be included in the evaluation of proposals, no minimum level of MWBE participation shall be required as a condition for receiving an award, and proposals will not be rejected or considered non-responsive on that basis.

2.9 ACCEPTANCE PERIOD

Proposals must provide 90 days for acceptance by Department from the date proposals are due to the Department.

2.10 RESPONSIVENESS

All proposals will be reviewed by the RFQQ Coordinator to determine compliance with administrative requirements and instructions specified in this RFQQ, as well as to ensure minimum qualifications are met. The Bidder is specifically notified that failure to comply with any part of the RFQQ may result in rejection of the proposal as non-responsive.

The Department also reserves the right, however, at its sole discretion to waive minor administrative irregularities.

2.11 MOST FAVORABLE TERMS

The Department reserves the right to make an award without further discussion of the proposal submitted. Therefore, the proposal should be submitted on the most favorable terms the Bidder can propose. There will be no best and final offer procedure. The Department does reserve the right to contact a Bidder for clarification of its proposal.

The Bidder should be prepared to accept this RFQQ for incorporation into a contract resulting from this RFQQ. Contract negotiations may incorporate some or all the Bidder's entire proposal. It is understood that the proposal will become a part of the official procurement file on this matter without obligation to the Department.

2.12 GENERAL TERMS & CONDITIONS

The apparent successful Bidder will be expected to enter into a contract with general terms and conditions, see sample contract (Attachment D). In no event is a Bidder to submit its own standard contract terms and conditions in response to this solicitation. The Bidder may submit exceptions as allowed in the Certifications and Assurances section, Attachment A to this solicitation. The Department will review requested exceptions and accept or reject the same at its sole discretion.

2.13 COSTS TO PROPOSE

The Department will not be liable for any costs incurred by the Bidder in preparation of a proposal submitted in response to this RFQQ or any other activities related to responding to this RFQQ.

2.14 NO OBLIGATION TO CONTRACT

This RFQQ does not obligate the state of Washington or the Department to contract for services specified herein.

2.15 REJECTION OF PROPOSALS

The Department reserves the right at its sole discretion to reject any and all proposals received without penalty and not to issue a contract as a result of this RFQQ.

2.16 COMMITMENT OF FUNDS

The Director of the Department of Retirement Systems, or delegate, is the only individual who may legally commit the Department to the expenditures of funds for a contract resulting from this RFQQ. No cost chargeable to the proposed contract may be incurred before receipt of a fully executed contract.

3 PROPOSAL CONTENTS

The four major sections of the proposal are to be submitted in the order noted below:

1. Signed Certifications and Assurances (Attachment A)
2. Bidder's Information (Attachment B)
3. Qualifications
4. Quotation

Proposals must provide information in the same order as presented in this document with the same headings. This will not only be helpful to the evaluators of the proposal, but should assist the Bidder in preparing a thorough response.

Items in this section marked "mandatory" must be included as part of the proposal for the proposal to be considered responsive, however, these items are not scored. Items marked "scored" are those that are awarded points as part of the evaluation conducted by the evaluation team.

3.1 CERTIFICATIONS AND ASSURANCES (MANDATORY)

The attached Certifications and Assurances form (Attachment A) must be signed and dated by a person authorized to legally bind the Bidder to a contractual relationship, e.g., the president or executive director of a corporation, the managing partner of a partnership, or the proprietor of a sole proprietorship. Attach the Certifications and Assurances form to the bid.

3.2 QUALIFICATIONS SECTION

The goods and services to be provided under this project are: SQL connectivity to Adabas software. No installation or training is being requested as part of this RFQQ.

The qualifications section of the proposal must contain information that demonstrates to the evaluation committee the capabilities of the Bidder's software.

The qualifications response is to be submitted in two sections as follows: 1) Business Information and Experience, and 2) Software Capabilities.

1. BUSINESS INFORMATION (MANDATORY) AND EXPERIENCE (SCORED)

Business Information:

- A. Complete the Bidder's Information Sheet (Attachment B).
- B. Identify any state employees or former state employees employed by the Bidder or on the Bidder's governing board as of the date of the proposal. Include their position and responsibilities within the Bidder's organization. If following a review of this information, it is determined by the Department that a conflict of interest exists, the Bidder may be disqualified from further consideration for the award of a contract.
- C. If the Bidder's staff or subcontractor's staff was an employee of the state of Washington during the past 24 months, or is currently a Washington State employee, identify the individual by name, the Department previously or currently employed by, job title or position held, and separation date.
- D. If the Bidder has had a contract terminated for default in the last five years, describe such incident. Termination for default is defined as notice to stop performance due to the Bidder's non-performance or poor performance and the issue of performance was either (a) not litigated due to inaction on the part of the Proposer or (b) litigated and such litigation determined that the Proposer was in default.
- E. Submit full details of the terms for default, including the other party's name, address, and phone number. Present the Bidder's position on the matter. The Department will evaluate the facts and may, at its sole discretion, reject the proposal on the grounds of the past experience. If no such termination for default has been experienced by the Bidder in the past five years, so indicate.

Experience:

- F. Describe your experience providing software that conforms to the requirements of this RFQQ.
- G. List names, addresses, telephone numbers, fax numbers and e-mail addresses of three business references for whom work has been accomplished and briefly describe the type of service provided for them. By submitting a proposal in response to this RFQQ, the vendor and team members grant permission to the Department to contact these references and others, who from the Department's perspective, may have pertinent information. The Department may or may not, at the Department's discretion, contact references. Do not include current Department staff as references.

2. SOFTWARE CAPABILITIES (SCORED)

When answering the questions below include all relevant information within your response. Information contained in hyperlinks will not be evaluated. Include a brief, concise description of how your software satisfies the capability.

1. Describe how your software provides ANSI standard SQL connectivity to any combination of Adabas (z/OS, Windows, Linux) and Microsoft SQL Server databases from applications written in a Microsoft Windows environment.
2. Adabas supports multi-data structures referred to as multiple occurring fields (MU) and periodic groups (PE). Describe how your software will render these data structures in a Microsoft SQL Server environment.
3. Being able to display an execution plan is a valuable diagnostic tool for SQL developers. Describe how your software will display the execution plan of SQL statements accessing Adabas data.
4. The results of the execution plan may show that the SQL call to Adabas is either not using an Adabas descriptor at all or is not using the descriptor best suited for the query. Describe your support for SQL “hints” when accessing Adabas data.
5. Does your software support all of the following data access methods: ODBC, JDBC, ADO.NET?
6. In joining the Adabas and Microsoft SQL Server environments your software must accurately translate the following Adabas data types: Alpha, Numeric, Packed, Binary, Date and Time. Into what Microsoft SQL Server data types will these Adabas data types be translated?
7. Describe your support for the use of Adabas Prefetch and Multifetch access methods.
8. Describe how your software has implemented the concept of a Microsoft SQL Server VIEW in presenting data from both Adabas and SQL Server.
9. Does your software support RACF authentication when accessing the z/OS environment?
10. Describe the underlying architecture of your proposed solution. Include a diagram that shows the major components, where they reside and the functions they perform.
11. Describe your process for extracting DDMs or Files from Adabas and creating logical SQL Server tables.
12. Describe your software’s central management tool capability to include, but not limited to, seeing who is currently connected, stop long running queries, and troubleshoot problems with a trace facility.

3. OMWBE CERTIFICATION (OPTIONAL AND NOT SCORED)

Include proof of certification issued by the Washington State Office of Minority and Women’s Business Enterprises if certified minority-owned firm and/or women-owned firm(s) will be participating on this project.

3.3 QUOTATIONS SECTION

3.3.1 IDENTIFICATION OF COSTS (SCORED)

Vendors are asked to submit a cost proposal for an on-site implementation. Provide an itemized list of components and the price for each component per MSU, processor, core, or connection. Cost proposals must include maintenance options to include, but not limited to 24x7 support.

Cost proposals must be valid for 90 days to allow time for acceptance by the Department, evaluation, bid award, and contract.

Bidders are required to collect and pay Washington State taxes as applicable.

The evaluation process is designed to award this procurement not necessarily to the Bidder of least cost, but rather to the Bidder whose proposal best meets the requirements of this RFQQ. Bidders are encouraged, however, to submit proposals which are consistent with state government efforts to conserve state resources.

3.3.2 COMPUTATION

The score for the cost proposal will be computed by dividing the lowest cost received by the Bidder's cost. Then the resultant number will be multiplied by the maximum possible points for the cost section.

4 EVALUATION AND CONTRACT AWARD

4.1 EVALUATION PROCEDURE

Responsive proposals will be evaluated strictly in accordance with the requirements stated in this solicitation and any addenda issued. The evaluation of proposals shall be accomplished by an evaluation team to be designated by the Department, which will determine the ranking of the proposals.

4.2 CLARIFICATION OF PROPOSAL

The RFQQ Coordinator may contact the Bidder for clarification of any portion of the Bidder's proposal.

4.3 EVALUATION WEIGHTING AND SCORING

The following weighting and points will be assigned to the proposal for evaluation purposes:

	Section	Points
Vendor Experience – 20%	3.2.1	20
Software Capabilities – 50%	3.2.2	50
Quotation – 30%	3.3.1	30
	Grand Total	<u>100 Points</u>

4.4 NOTIFICATION TO PROPOSERS

Notice of an Apparent Successful Bidder will be posted on the Department's web site and on WEBS. Bidders whose proposals have not been selected for further negotiation or award will also be notified by e-mail.

4.5 DEBRIEFING OF UNSUCCESSFUL PROPOSERS

After the Department has notified Bidders of the Apparent Successful Bidder, an unsuccessful Bidder may request a debriefing conference. The request for a debriefing conference must be received by the RFQQ Coordinator within three (3) business days after the Notification of Unsuccessful Bidder letter is e-mailed to the Bidder. The debriefing must be held within three (3) business days of the request, unless the Department extends that time period and explains to the requestor the reason(s) for the time extension.

Discussion will be limited to a critique of the requesting Bidder's proposal. Comparisons between proposals or evaluations of the other proposals will not be allowed. Debriefing conferences may be conducted in person or on the telephone and will be scheduled for a maximum of thirty (30) minutes.

4.6 PROTEST PROCEDURE

No protest may be submitted until after the Department has announced the Apparent Successful Bidder. After that announcement, the unsuccessful Bidder who timely requested and participated in a debriefing conference may file a protest.

The Department reserves the right to reject, without consideration, any protest that does not comply with any requirement in this section.

The protest must be filed with the RFQQ Coordinator within three (3) business days after the completion of the protester's debriefing conference.

The Department will only consider a protest if it is factually and unambiguously based on one or more of the following grounds:

- An error in the scoring of the protester's bid.
- Failure to follow RFQQ procedures.
- Failure to follow applicable law or rule.
- Bias, discrimination, or conflict of interest negatively affecting the protester's evaluation or interests.

The protest must be written and signed by a person authorized to bind the protester to a contractual relationship. If a protest is submitted electronically, a hard copy, with original signature(s), must be mailed to the RFQQ Coordinator on the same day of electronic transmission.

The protest must contain:

- The name, mailing address, telephone number, and e-mail address of the person responsible for submitting the protest.
- A clear and factually specific statement of the ground(s) for the protest.
- A complete and specific statement of the relief or corrective action requested.

Protest process:

- A. A person who was not involved in the solicitation process will objectively review the information submitted by the protester, as well as other relevant facts known to the Department.
- B. If a protest directly affects another Bidder's interests, the Department will give that Bidder an opportunity to submit its views and any relevant information to the RFQQ Coordinator.

- C. The Department will resolve the protest by making appropriate findings and deciding on an appropriate course of action. The Department may find, for example, that:
- The protest lacks merit, and the procurement process will be upheld.
 - Only technical or harmless errors occurred, which had no significant effect on the fairness or legality of the procurement process, and the procurement process will be upheld.
 - The protest has merit, and the Department will take corrective action, such as reevaluating all bids, cancelling the RFQQ, or reissuing the RFQQ.
- D. The Department will send its written response to the protester within ten (10) business days after receiving the protest, unless it extends that time period and explains the reason(s) for that extension to the protester.

If the Department determines that the protest is without merit, the Department will enter into a contract with the apparently successful contractor. If the protest is determined to have merit, one of the alternatives noted in the preceding paragraph will be taken.

5 RFQQ Attachments

- Attachment A: Certifications and Assurances
- Attachment B: Bidder's Information
- Attachment C: Department General Terms and Conditions
- Attachment D: Sample Contract