

Request for Resume (RFR) CATS II Master Contract

Section 1 – General Information			
RFR Number: (Reference BPO Number)	R00B9200176		
Functional Area (Enter One Only)	FUNCTIONAL AREA FIVE - SOFTWARE ENGINEERING		
Position Title/ s or Service Type/ s (Short term staff or PMP)			
4. Subject Matter Expert – Oracle OAAM and IDM Setup Design and Implementation			
(Each Master Contractor can only submit three candidate for the RFR)			
Anticipated start date	June 25, 2012		
Duration of assignment	Six Months		
Designated Small Business Reserve?(SBR): (Enter “Yes” or “No”)	No		
MBE goal, if applicable			0%
Issue Date: <small>mm/dd/yyyy</small>	May 24, 2012	Due Date: <small>mm/dd/yyyy</small>	June 13, 2012
		Time (EST): <small>00:00 am/pm</small>	No Later Than 2:00 PM
Place of Performance:	Maryland State Department of Education Division of Accountability, Assessment and Data Systems 200 West Baltimore Street Baltimore, MD 21201		
Special Instructions: <small>(e.g. interview information, attachments, etc.)</small>	Interviews will be conducted by a panel of three persons using a standardized set of interview questions.		
Security Requirements (if applicable):	Pass reference checks and obtain State ID Badge		
Invoicing Instructions:	Standard invoicing procedures for the CATS II Master Contract		
Section 2 – Agency Point of Contact (POC) Information			
Agency / Division Name:	Maryland State Department of Education / Division of Accountability, Assessment and Data Systems		
Agency POC Name:	Dorothy Richburg Procurement Officer	Agency POC Phone Number:	410-767-0628
Agency POC Email Address:	drichburg@msde.state.md.us	Agency POC Fax:	410-333-2017
Agency POC Mailing Address:	Maryland State Department of Education 200 West Baltimore Street Baltimore, MD 21201		

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SECTION 3 - SCOPE OF WORK Background

Maryland State Department of Education (MSDE) has assumed a progressive stance in the collection, validation and reporting of education accountability data. The state established its first Educational Data Warehouse (EDW) in 1999 and today strives to achieve the ten essential elements and fundamentals for PreK-12 longitudinal data systems established by the Data Quality Campaign, see www.dataqualitycampaign.org for additional information on the ten essential requirements.

With the increase in reporting requirements for Federal, and State longitudinal student data, MSDE with it's P20 partners are increasing the kinds of student, teacher, higher education, and work force data blended and analyzed. To help MSDE and its P20 partners achieve this aim, The Division of Accountability, Assessment and Data Systems (DAADS) is participating in the collaborative development of several new data warehouse subsystems. As a result of these new collaborative projects, DAADS, has a need for security experts with Oracle OAAM and IDM to plan and setup the software.

The objective of this Request for Resume (RFR) is to acquire the six month services of **Three (3)** subject matter experts in OAAM and IDM security design and setups to help an inter-agency team implement defined security policies and plans for accessing the PK12, MHEC and P20 data systems.

Job Description/ s

Position Title/ s or Service Type/ s (From Section 1 Above)	Duties / Responsibilities
4. Subject Matter Expert – OAAM and IDM Implementation	<ol style="list-style-type: none"> 1. Analyze complex K12 LEA education security requirements for single sign-on for accessing portals, OBIEE dashboards and for a decentralized security access management model to support 24 LEAs, 60,000 teachers, and 300,000 students. 2. Produce an OAAM and IDM access management security implementation design and plan and verify it meets the P20 security policies as outlined in the P20 USM security plan 3. Implement OAAM and IDM setups on the OAAM, IDM suites 4. Work with RTTT DAADS DBA staff to ensure that all appropriate modules are integrated into the single sign-on IDM module 5. Document security module setups 6. Develop use cases for unit testing security setups and perform unit tests 7. Run conference room security access management pilot 8. Define access management and breach monitoring and reporting policies and procedures. 9. Develop a rollout plan for the LEAs

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Minimum Qualifications	
Position Title/ s or Service Type/ s (From Section 1 Above)	Required Experience/ Knowledge/ Skill
4. Subject Matter Expert – Oracle OAAM and IDM Implementation	<p>For minimum requirements, see CATS II Labor Category for 4. Subject Matter Expert</p> <p>Preferred candidates must meet the following criteria:</p> <ul style="list-style-type: none"> • At least four (4) years of experience designing and developing IDM suite access manager, federated module, and single sign-on module security setup plans • At least four (4) years of experience with Oracle IDM security suite access manager, federated module, and single sign-on module defining, implementing, and testing setups. • At least one (1) years of experience with Oracle OAAM suite designing and development security setup plans • At least one (1) years of experience with Oracle OAAM suite defining, implementing, and testing product setups.
<p style="text-align: center;">SECTION 4 - REQUIRED SUBMISSIONS</p> <p>NOTE:</p> <ul style="list-style-type: none"> - Master Contractors may propose only one candidate for each position requested. - Master Contractors electing <u>not</u> to propose in response to the RFR must submit a “Master Contractor Feedback Form” via the “Master Contractor Login” on the CATS II web site. - Master Contractors proposing in response to the RFR <u>must</u> submit the documents below <u>as separate files</u> contained in <u>two separate emails</u> as follows: <p><u>Email 1 with “Technical”: Master Contractor Name, RFR number, & candidate name, and in the subject line</u></p> <ul style="list-style-type: none"> ○ Resume for each labor category described in the RFR (Attachment 1) <p><u>Email 2 with “Financial”: Master Contractor Name, RFR number, & candidate name, and in the subject line</u></p> <ul style="list-style-type: none"> ○ Price Proposal (Attachment 2) ○ Conflict of Interest Affidavit (Attachment G in the CATS II RFP) ○ Living Wage Affidavit (Attachment I in the CATS II RFP) <p>Any documents listed below as required by the hiring agency</p>	
1. Resume showing evidence of all skills listed in Section 3. Scope of Work	
2. Statement within the Price Proposal that rate is all inclusive – Use Attachment 2 for the Price Proposal	
3. Two (2) references that can be called for performance verification of the submitted consultant(s) work experience and skills	

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Section 5 – Evaluation Criteria – (Provide a list of evaluation criteria in descending order of importance)
1. Candidate must meet minimum skills in Section 3 to be considered for an interview.
2. Candidate's interview will be ranked based on technical questions and an assessment of verbal communication skills
3. Vendor must provide written evidence that the submitted candidate is available to work within 2 weeks of contract being awarded, and is either an employee of the vendor or is currently under contract as a subcontractor.
4. Price rankings of the proposals
5. Candidate's technical merit will rank higher of the overall rank component
<p style="text-align: center;">Basis for Award Recommendation</p> <p>RFRs will be awarded in accordance with the competitive Sealed Proposals process under COMAR 21.05.03. The agency POC will recommend award to the Master Contractor whose proposal is determined to be the most advantageous to the State, considering price and the evaluation factors set forth in the RFR. The agency POC will initiate and deliver a RFR Agreement to the selected Master Contractor. Master Contractors should be aware that if selected, State law regarding conflict of interest may prevent future participation in procurements related to the RFR Scope of Work, depending upon specific circumstances.</p>

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ATTACHMENT 1 – RFR RESUME FORM
SUBJECT MATTER EXPERT – ORACLE OAAM AND IDM SETUP DESIGN
AND IMPLEMENTATION
RFR # R00B9200176

Instructions: Insert resume information in the fields below; do not submit other resume formats. Submit only one resume per Position or Service described in Section 1 of the RFR. If the RFR requests multiple Positions or Services, use a separate resume form for each proposed candidate.

Candidate Name: Master Contractor:	Position Title or Service Type (from Section 1 of the RFR):
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A. Education / Training

Institution Name / City / State	Degree / Certification	Year Completed	Field Of Study
<add lines as needed>			

B. Relevant Work Experience

Describe work experience relevant to the Duties / Responsibilities and Required Experience / Knowledge / Skill described in Section 3 of the RFR. Start with the most recent experience first; do not include non-relevant experience.

[Organization] [Title / Role] [Period of Employment / Work] [Location] [Contact Person (Optional if current employer)]	<i>Description of Work...</i>
[Organization] [Title / Role] [Period of Employment / Work] [Location] [Contact Person]	<i>Description of Work...</i>

<add lines as needed>

C. Employment History

List employment history, starting with the most recent employment first

Start and End Dates	Job Title or Position	Organization Name	Reason for Leaving
<add lines as needed>			

D. References

List persons the State may contact as employment references

Reference Name	Job Title or Position	Organization Name	Telephone / Email
<add lines as needed>			

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**ATTACHMENT 2
SUBJECT MATTER EXPERT – ORACLE OAAM AND IDM SETUP DESIGN
AND IMPLEMENTATION
RFR PRICE PROPOSAL
RFR # R00B9200176**

(This form is to be filled out by Master Contractors)
If submitting more than one resource, please use separate Price Proposal

Proposed Labor Category	Hourly Labor Rate	Total Hours (up to 6 months)	Labor Category Price (Labor Rate x Hours)
4. Subject Matter Expert Name of Resource	\$	1040 hrs	\$
Total RFR Price (Sum of Labor Category Prices):			\$

VENDOR'S NAME_____

ADDRESS_____

CITY, STATE AND ZIP CODE_____

TELEPHONE NO._____FAX NO._____

EMAIL ADDRESS_____

FIN_____DUNS NUMBER_____

SIGNATURE_____

PRINTED NAME_____

TITLE_____DATE_____

The Hourly Labor Rate is the actual rate the State will pay for services and must be recorded in dollars and cents. The Hourly Labor Rate cannot exceed the Master Contract Rate, but may be lower. Rates must include all direct and indirect costs and profit for the Master Contractor to perform under the TOA.