Question & Answer Log 2

Project Name/Number: **Laboratory Information Management System Replacement (LIMSR)- 2025-002**

Item #	Document ID # (Solicitation Section, Exhibit, or Attachment number)	Page #	Bidder Submitted Question	SME's Recommended Response/Conclusion/Action to Bidder Submitted Questions
1	All Attachments and Exhibits for submission	N/A	In cases where there is no material change to the information previously submitted, would it be acceptable for vendors to resubmit previously completed forms rather than recreate and re-execute identical forms, including those completed by reference clients?	Yes, the forms submitted previously can be used as long as the form has not changed under the current addendum, all vendor-provided content within the form remains relevant to the current requirements, and the vendor intends to submit it as their final proposal.

2	LIMS 2.0.PDF / Section 3.3.3.1 FULL-TIME/ PART-TIME MONTH EQUIVALENTS DEFINITION ATTACHMENT 15: Key Staff Qualifications FORM – INSTRUCTIONS – BOX 8	39 And 104	Please confirm the correct method for reporting full-time month equivalent (FTE) experience in Box 8. If a staff member worked full-time for a portion of a project (e.g., 3 months of full-time effort on a project that spanned one year), should the vendor: • report those 3 months as full-time (FTE) experience, or • prorate the effort across the full project duration (e.g., reflect as part-time over 12 months)? Our understanding is that vendors should report the actual months worked at full-time effort (e.g., 3 months FTE), regardless of the total project duration. Please confirm if this interpretation is correct.	After selecting the option in Box 8 depending on proposed staff working part time on a project or full time, Vendor has to calculate the full-time experience based on the definition in Section 3.3.3.1 for each of the qualifications within the form. Vendor needs to report full time equivalent duration that the proposed staff worked on the mentioned qualification, regardless of the overall project duration.
3	RFP Section 3.3.3.1 - Key Staff Qualifications	38	For Key Staff experience requirements, can the State please confirm whether part-time experience (less than 20 hours per week) may be prorated when calculating total qualifying experience?	Please see response on Question#2

4	RFP Section 3.3.3 - Key Staff Qualifications (Desirable Scored)	37	If multiple Key Staff members cite experience on the same project, can that project be used independently to qualify each staff member, provided each individual's role and responsibilities are distinct and fully documented?	Same project for different proposed key staff can be used in the qualification form
5	RFP Section 3.3.3 - Key Staff Qualifications; Attachment 15.1 (Project Manager Qualifications)	37	For Key Staff roles requiring a "college diploma," can the State confirm whether an advanced degree (e.g., MBA, MS, PhD) satisfies this requirement in lieu of an undergraduate diploma?	As part of the response, exact asked degree/certificate will be needed
6	Exhibit D - Cost Workbook; Deliverables Payment Milestones	Deliverables & Payment Milestone tab	Does the State require bidders to align implementation cost distribution in the Deliverables Payment Milestones tab to any prescribed percentage ranges, or is the distribution evaluated based on overall feasibility and alignment with acceptance milestones?	This will be aligned as per section 11. Contractor's Roles and Responsibilities in SOW.
7	RFP 2025-002 Addendum 4, Part 1 - Bidder Instructions; Sections 2.4.7 (Addenda) and 2.5.2 (Withdrawal and Resubmission/Modification of Proposals)	Pages 20 and 22	As part of the addendum response correcting identified deficiencies, may bidders refine pricing structure, milestone allocation, or clarify scope assumptions provided no new functional scope is introduced?	This will be considered as a fresh submittal so if any refinement is needed, vendors can do that. As part of the submittal, entire RFP must be considered, and the response proposal needs to be the complete packet.