RETURN THIS AMENDMENT IN YOUR PROPOSAL TO:

**Department of Commerce,
Community and Economic Development
Attention: Gina Chalcroft
State Office Building - Ninth Floor
333 Willoughby Avenue
P.O. Box 110803
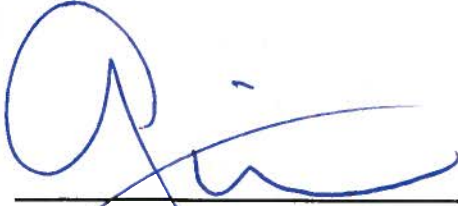Juneau, AK 99811-0803**

THIS IS NOT AN ORDER   **DATE AMENDMENT ISSUED: November 17, 2014**

RFP TITLE:	Banking and Securities Licensing and Regulatory Management System/ Software as a Service (SaaS)

AMENDMENT 4

THERE IS NO CHANGE TO THE RFP PROPOSAL RECEIPT DEADLINE: Proposals must be time and date stamped by the issuing office no later than 2:00 PM., Alaska Standard Time on Wednesday, November 26, 2014. An offeror's failure to submit its proposal prior to the deadline will cause the proposal to be disqualified. Late proposals or amendments will not be opened or accepted for evaluation.

IMPORTANT NOTE TO BIDDERS: In order for your proposal to be considered responsive, this amendment, in addition to your proposal and all other required documents, must be signed, dated, and included in your proposal. All other sections of the RFP remain the same.

Gina Chalcroft
Procurement Specialist
PHONE: (907) 465-2519
FAX: (907) 465-5441

NAME OF COMPANY

SIGNATURE   DATE

The following question has been asked and answered

Q1. Information exists that a solution was discussed and/or demonstrated with a particular vendor who coincidentally is the only vendor who meets the qualifications for the implemented license types. Please identify instances where any agency employee has viewed or discussed a potential software application similar to the one being solicited in this RFP in the last 24 months. Please name the vendor(s), dates of contact and describe the nature of the contacts including whether pricing was discussed.

A1. On Tuesday, June 11, 2013, DCCED held a PRE RFP Meeting via teleconference that included GL Suite and Iron Data; Tyler Technologies did not participate. 18 questions were asked by DCCED. No demonstrations were performed and no pricing was discussed. Attached to this amendment is the agenda and the questions from that meeting.

DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT
Video Conference Rooms Juneau and Anchorage
Teleconference Toll Free Number: 1-800-315-6338 and follow the voice prompts. When prompted enter the
participant PIN code 2519 and the # key
9:00 AM – 12:00 PM Alaska Daylight Time
Tuesday, June 11, 2013

TIME	Pre-RFP Meeting Agenda	
	TOPIC	Presenter
9:00	Introductions	Barbara Reid

	• Division of Banking and Securities
	  ○ Kevin Anselm, Operations Manager
	  ○ Roger Prince, Securities Examiner
	
	• Division of Administrative Services
	  ○ Dave Seng, IT Manager
	  ○ Gina Chalcroft, Procurement Officer
	  ○ Barbara Reid, Operations Manager
	
	• Iron Data: Jim Andrews
	• GL Suite: Bill Moseley
	• Tyler Technologies: John Rowe	

9:10	Today's Discussion	Barbara Reid
9:20	Analysis Document Overview	Roger Prince Dave Seng
9:45	18 Pre-screened Questions	Roger Prince
11:45	Meeting Wrap-up	Barbara Reid

NOTE: Following the meeting, written questions and comments may be sent to Gina Chalcroft, Procurement Manager at gina.chalcroft@alaska.gov. Offerors may not contact another state employee, public official or state agency regarding the solicitation development process. Inappropriate contacts are ground for suspension and/or exclusion from specific procurements.

1. What level of detail is most useful regarding the conversion of data and associated files from existing software?

2. How beneficial is the list of functional requirements contained in the RDI document? Are the details sufficient to determine the level and complexity of the agency's software requirements?

3. What key areas must be addressed in an RFP?

4. Can you provide an overview of the factors that affect software development and maintenance costs?

5. What information should be provided about importing data from automated filing software (e.g. Blue Express)?

6. How should the RFP describe the deliverables the vendor provides?

7. How should the RFP describe the project management component? What scope of duties should be included?

8. How should the training and documentation requirements be described in the RFP?

9. How should user workflows be described in the RFP? Should it map the specific job duties of each staff member, highlighting the portion that relates to database functionality?

10. What details should be included in the RFP that address the network architecture of the agency?

11. How should network security and access be described in the RFP? Is it important to describe the integration of active directory?

12. How best should the administrator's authority be addressed in the RFP so it is understood that administrators can modify the system settings (e.g. field values, user rules, required field codes, etc.) and create report templates?

13. What information should be included in the RFP to explain user access and control? How important is it to include in the RFP an explanation of user role management?

14. Based on the documents you reviewed, would inclusion of the documents be useful in preparing a response to the RFP? If it is not sufficient, what additional information would you find necessary?

15. Based on the documents you reviewed, is there certain functionality that cannot be delivered?

16. Based on the documents you reviewed, can you provide a response to each of the functional items at the end of each section in the RDI document? If not, what changes should be made?

17. How should the ongoing support requirements be detailed in the RFP?

18. Is there any additional information that you think should be included in the RFP?