

**NEW YORK STATE EDUCATION DEPARTMENT PBITS 21-002
PMIS DATA CONSOLIDATION AND CONVERSION PROJECT
QUESTIONS AND ANSWERS
11/5/2021**

Comments:

#	BIDDER QUESTION	NYSED RESPONSE
1.	Is this the correct date or the date in key events?	<p>There was a typographical error with the proposal submission date page 1.</p> <p>The date and time posted in the 'Key Events and Dates' section is the correct one and all proposals should be submitted by 11/26/2021 5:00 PM EST</p>
2.	Can this goal be met with full WBE or MBE utilization if the prime vendor is certified with one of the designations?	It is NYSED's preference that the vendor strives to meet the goals of 17% minority owned business and 13% women owned business, however proposals that satisfy the total M/WBE requirement with an alternative percentage distribution will be considered, provided the bidder provides a justification for the alternative distribution.
3.	Will NYSED provide to bidders database diagrams for the source and target systems? If not, will NYSED provide the number of tables in the new database that would receive migrated data?	We do not currently have a database diagram for the source system, but the target systems do have diagrams available that can be shared with the winning bidder upon execution of the Authorized User Agreement.

		Please refer to section 1.5 of the mini-bid for description of the existing PMIS system.
4.	Will NYSED provide to bidders the structure of the dbf files for NYC and the rest of NYS data?	These files will be provided to the winning bidder upon execution of the Authorized User Agreement. NYSED believes it is not necessary to provide this information to bidders to submit a bid for this project.
5.	Is the development of the replacement PMIS solution complete, or will it be completed concurrent with the data migration effort? If it is still under development, who will manage the integrated project schedule to ensure that the PMIS and migration remain synchronized? If development is complete, can a data model be provided for the replacement PMIS system?	<p>NYC portion of the new system is not complete and is currently under development. Rest of state has been completed and is currently undergoing final User Acceptance Testing.</p> <p>Data model will be provided to the winning bidder upon execution of the Authorized User Agreement.</p>
6.	Do the estimated dates of completion include user acceptance testing of the PMIS application as well as the migrated data?	No, the estimated dates only pertain to this mini-bid and User Acceptance Testing of the new PMIS is outside the scope of this project.
7.	What are NYSED's policies regarding COVID-19 immunization?	All members of the bidder's team that would be reporting on-site are subject to the NYSED's COVID-19 policy of submitting proof of vaccination or conducting weekly testing and submitting the results if not vaccinated. NYSED's COVID-19 policy is subject to change, at NYSED's sole discretion.

8.	Can you clarify that when referencing the Contractor's project team, NYSED is referring to the key staff assigned to the project?	The personnel requirements in 2.2 are for key personnel that should be minimally supplied; however, bidders are free to propose as many members as needed to complete this project, bearing in mind this is a Best Value procurement.
9.	Are Jira and Confluence required or will NYSED consider experience with similar tools?	Use of Jira for tracking work and Confluence for documentation is our standard and will be required.
10.	Can a vendor propose a team of 2 or 3 individuals for this function?	The personnel requirements in 2.2 are for key personnel that should be minimally supplied; however, bidders are free to propose as many members as needed to complete this project, bearing mind this is a Best Value procurement.
11.	Does inclusion of the Deliverables Expectation Document in FPMS-02 mean that the detailed expectations for all deliverables are due within 20 business days, regardless of when in the project schedule the deliverables will be submitted?	Yes, all deliverable expectations should be detailed in this deliverable regardless of when their due date occurs.
12.	Are expectations for FPMS-01 and 02 included in the FPMS-02 Deliverables Expectation Document?	Yes, expectations for all deliverables should be included in FPMS-02.
13.	Is 20 business days after the project kick-off meeting the deadline for the initial submission of all FPMS-02 documents or the final submission of these documents?	This date will be for the final submission of all documents required in deliverable FPMS-02.
14.	Most of the topics in FPMS-03 and 10 would typically be included in the content of Project Management and Risk Management Plans, which are in FPMS-02. Does NYSED expect that content of the FPMS-03 and 10 will be substantively different from FPMS-02, and, if so, how?	No, those expectations would be in line with what is delivered in FPMS-02.

15.	Does the Deliverable Definitions component of FPMS-03 and 10 refer to definitions of terms used in the deliverables or to something else?	Definitions of the terms used in those particular deliverables.
16.	Regarding FPMS-08 and 15, is the contractor solely responsible for implementing testing, or will NYSED staff have a role? If NYSED staff will participate in testing, in what capacity?	NYSED will be involved with the testing execution and acceptance, but it is the responsibility of the bidder for implementing the plan.
17.	Can you provide an example of documentation that would satisfy this (work samples) requirement?	NYSED does not have examples that could be provided.
18.	Can work samples from the personnel be used to satisfy this requirement?	Yes, this would be acceptable to satisfy the requirement.
19.	Are resumes required or will a biography addressing the requirements be acceptable for key staff?	Please refer to Contract's Project Team in section 2.4.3
20.	Where and in what form are we to supply referenced projects within our technical response?	These may be added as supplemental attachments to your proposal.
21.	Will NYSED be acceptable to a hybrid of on and off site work?	<p>Telecommuting and a hybrid work environment will be acceptable for the duration of this project.</p> <p>All members of the bidder's team that will be reporting on-site are subject to the Department's COVID-19 policy. Currently, the policy requires contractors to submit proof of vaccination or conduct weekly testing and submitting the results if not vaccinated.</p> <p>Contractor that will be working 100% remotely will be excused m from this policy.</p>
22.	Is this a new RFP or any incumbent currently providing the services?, if yes please could you share the details?	This is a new RFP with no incumbent.

23.	What is the budget requirement?	<p>This is a best-value procurement where the cost proposal is worth 30% of the final score.</p> <p>Accordingly, we do not release the budget for this project.</p>
24.	Please could share Technical specification for both the application i.e. no. of table and no. of records in each table?	<p>Please refer to section 1.5 of the mini-bid on the existing system description.</p> <p>The replacement system contains the following:</p> <ul style="list-style-type: none"> • The Rest of State System contains 78 tables including lookup, reference and audit tables. • The NYC city portion currently contains 27 tables though this number could change before the Authorized User Agreement is executed. <p>There are currently no production data records.</p>
25.	Can partial work be performed offshore?	<p>No, all work must be done within the continental United States.</p>
26.	Can we assume that <u>all</u> of the requirements and functionality of the new web-based system have been identified and approved? Is there a possibility that a review of legacy data may uncover functionality that has not been built into the new web-based system?	<p>This is noted in section 2.5, Project Risk Assessment. Please refer to that section regarding the possible changes to the new system.</p>
27.	It is stated on page 9 of the mini-bid that the main table of “rest of state data” has 237 columns, and the main table of	<p>Clipper Rest of State utilizes 9 tables with a total of 187 columns with data to be migrated</p>

	the “NYC data” has 217 columns. Can you provide the number of columns on the remaining dBase tables?	<p>to the new system in addition to the main table.</p> <p>NYC clipper has 4 known tables containing 68 columns in addition to its main table.</p> <p>There may be additional tables that will need to be stored for office reference.</p>
28.	Is there existing documentation describing the legacy tables? Is there a possibility during this migration, of a column encountered with a non-descript name, and NYSED staff is not familiar with the data item?	<p>There is documentation for the current system, however it is not comprehensive.</p> <p>Due to that, there is a possibility that program area staff may not be familiar with a data item.</p>
29.	Are there any preferred ETL tools such as Power Query?	<p>NYSED currently supports Talend as the department's standard ETL tool, and using this technology is preferred. NYSED is open to other tools if they can be supported in NYSED's technical architecture, are installable by NYSED staff (or can be appropriately partitioned) and have no licensing considerations that would prohibit their use, The use of other tools is in the sole judgment of NYSED.</p>
30.	Can you please comment on any previous attempts to extract-transform-load (ETL) this data into Oracle and any challenges that were encountered?	<p>There has not been an attempt to extract, transform and load this data into Oracle.</p>
31.	Is any of the legacy data stored in a data type that isn't generally a number, date, or characters/string?	<p>Yes, data fields can also contain logical and memo types.</p>

32.	How are dates stored in the legacy data? Are the years stored as two or four digits?	Dates are currently stored as mm/dd/yyyy.
33.	Are there data exchange programs that can be examined during the requirements process that extract data as CSV or text files to enable sending that data to third-parties?	The current system does import CSV files to perform processing on and there is a process of extract data that could possibly be looked at for reference.
34.	What versions of Clipper and dBase are in use?	The clipper version is 5.01 with Dbase 3, however we are in the processes of converting the current system to Harbour 3.0.0 for temporary use.
35.	Are your systems on premise or in the cloud or a hybrid?	The current system is on the premises.
36.	What is the meaning of "Program Files" in the context of the Rest of State and NYC Data (section 1.5 in the RFP)?	PRG files contain the clipper code used to build the system executable.
37.	Can we assume source data "program files" to ".prg" files containing procedures and user- defined functions that form object files (.OBJ) compiled into CLIPPER.EXE application components?	That is correct.
38.	Can you provide a Database Server inventory? Number of Servers, size of the database etc.	The legacy system does not have database servers and its size can be found in section 1.5 of the mini-bid.
39.	Will the new PMIS be custom built or a COTS (Commercial Off the Shelf) application with customized extensions? Please provide details.	Per section 1.1 of the mini-bid, the replacement system is custom-built.
40.	Is the design and build of the new PMIS in scope for this RFP?	No, the new system has been built and not in the scope of the deliverables for this project.
41.	Regarding the personnel requirements in section 2.2, is the expectation that there will be a single resource for each noted job role? Or is it okay to have a combination of resources to supplement for each job role?	The personnel requirements in 2.2 are for key personnel that should be minimally supplied; however, you are free to propose as many members as needed to complete this project, bearing in mind this is a Best Value procurement.

42.	Are the title page and table of contents included in the 25 page limit?	The cover page, title page and table of contents do not count toward the 25 page limit.
43.	For submission, is there a specific file format in which the documents should be provided? (MS Word, PDF, etc.)	Submission instructions are on pages 1 and 2 of the mini-bid.
44.	The Minimum Bidder Qualifications Certification lists "Downstream prohibition criteria must be met" as a requirement. However, the Mini-bid lists "N/A" under "Downstream Prohibition". Can NYSED please clarify what respondents need to provide the show compliance with this requirement?	N/A means none. There will be no downstream prohibition on this project as we are not planning on any other concurrent project work or a secondary project to come out of this.
45.	What additional information can you share regarding the current quality/cleanliness of each of the legacy data tables?	The legacy is a non-relational database with little validation
46.	Will you please share current Entity Relationship Diagrams of the legacy system(s) and of the new web-based system?	Available ERDs will be shared upon the execution of an Authorized User Agreement.
47.	What documentation (such as a Data Dictionary) of the legacy and new web-based systems exist? How up-to-date is the legacy documentation? Can this documentation be shared for project estimation purposes.	<p>We have documentation for both systems, however the user manual for the current system is over 30 years old and is not complete.</p> <p>Documentation will be provided to the winning bidder upon execution of the Authorized User Agreement.</p>
48.	Which party provides internet service to connect to the systems they are granted access to? Vendor (wi-fi hotspot) or State?	<p>If working remotely, the responsibility of internet service is on the bidder. If work is being done inside NYSED, we will provide internet connections.</p> <p>NYSED will provide all staff that are part of the bidder's team with appropriate credentials</p>

		to access the network and programs as needed.
49.	Does the State anticipate users will validate data in addition to the vendor? If so, would this be simultaneously with vendor's testers or after vendor testing is complete? Who is responsible for the user test plans and documentation?	NYSED will be involved with the testing execution and acceptance, but it is the responsibility of the bidder to work with NYSED program area and ITS staff to assist in implementing the user test plans.
50.	(Program) Similar to the risk identified on page 20 of the bid, "Acknowledgement there maybe be key data in legacy system that does not have any corresponding structures in the new Java-based system," there is also the theoretical possibility that data critical to the functioning of the modern system may not be present in legacy data sources. Has NYSED evaluated this risk?	NYSED doesn't believe there is data critical to operation of the new system that does not reside in the legacy system.
51.	(Program) Will NYSED consider extending term of the contract to 2 years while still attempting to maintaining the schedule on page 10 of the bid to accommodate any modifications needed for the new system and/or to handle any new system issues discovered during UAT?	If there is sufficient justification to extend the term of the contract beyond 1 year, we would be open to discussing an extension.
52.	(Program) Is the Project Sponsor for this project the NYSED Business Unit, or NYSED IT?	The Project Sponsor for this engagement is a member of the Business Unit's management.
53.	(Program) Will NYSED provide vendors with a version of the Information Protection Agreement that can be filled out?	The Information Protection Agreement will be available to the winning bidder upon execution of the Authorized User Agreement.
54.	(Program) Within 2 weeks of the contract beginning, can NYSED provide the selected vendor with a detailed description of the legacy data structure including, but not limited to, field names, the tables they are found in, the relationships between key fields across tables, and a detailed business description of all fields?	NYSED can share all relevant documents once the Authorized User Agreement is signed by both parties. Preliminary meetings will be conducted once the selected bidder is chosen.

55.	(Program) Does the Clipper/dBase system have comprehensive technical documentation?	No, much of the documentation is out of date.
56.	(Program) Why was PMIS data conversion and data migration to the new Java based system not contemplated during the development of the replacement system?	Data migration was considered but this mini-bid was issued due to limited staffing resources.
57.	(Program) Does the Clipper based system have a documented “logical data model” that is understandable by end-user business SMEs?	Unfortunately, this type of documentation does not exist.
58.	(Program) Does NYSED have software or tools capable of reading the .dbf files directly without the Clipper application?	Data in dbf files can be read By NYSED staff via Excel and Microsoft access.
59.	(Program) Can NYSED modify existing Clipper application code to facilitate the extraction of legacy data spanning more than one table?	NYSED has no active staff that maintains the Clipper system or is an expert on Clipper code that can perform this function.
60.	(Program) Who currently maintains the Clipper/dBase system?	The system has been without a resource for maintain this system since July of 2019.
61.	(Program) Does NYSED have Clipper/dBase developers in house who can act as SMEs to the project team?	NYSED does not have access to the original developer, but NYSED ITS will act as point of contact for questions that would be asked of the Clipper/dbase developer.
62.	(Program) Section 3.3 of the PBITS “How to Use” outlines a mechanism for the tentatively awarded bidder to collaboratively provide NYSED a detailed Project Plan at no cost to NYSED. Would NYSED be open to leveraging this PBITS contract provision?	No. The mini-bid requires submission of a tentative project plan as part of the bid submission.
63.	(Program) Is it NYSED’s intention that the selected vendor ETL the legacy data (a)directly into the Oracle Database, (b)into specified files for NYSED import into the Oracle Database, or (c)to a “Data Access Layer” that will subsequently populate the Oracle Database?	ETL directly into the Oracle database will be the preference, however we would be open to discussing alternatives with the winning vendor.

64.	(Fiscal) The Financial Proposal is missing deliverables FPMS-11 to FPMS-17, and repeats FPMS-10 seven times. Is this correct?	No, a revised Financial Proposal has been posted for submitting a bid.
65.	(MWBE) Page 2 of the bid states “For purposes of this procurement, NYS Education Department hereby establishes an overall goal of 30% of the total contract amount for M/WBE participation, in any percentage combination for Minority-Owned Business Enterprises (“MBE”) participation and for Women-Owned Business Enterprises (“WBE”) participation based on the current availability of qualified MBEs and WBEs.” Does this mean, for example, that a single NYS Certified MBE could fulfill the entirety of the 30% goal?	It is NYSED’s preference that the vendor strives to meet the goals of 17% minority owned business and 13% women owned business, however proposals that satisfy the total M/WBE requirement with an alternative percentage distribution will be accepted,.
66.	(MWBE) Reference: 5 NYCRR 142.4(d), relating to utilization plans, which provides that “Certified minority- or women-owned business enterprises may list themselves on utilization plans toward the achievement of prescribed certified minority- and women-owned business enterprise contract goals.” Question: If a prime bidder on this project is themselves an NYS Certified MBE or WBE, would that satisfy the overall goal of 30%?	It is NYSED’s preference that the vendor strives to meet the goals of 17% minority owned business and 13% women owned business, however proposals that satisfy the total M/WBE requirement with an alternative percentage distribution will be accepted.
67.	(MWBE) Page 2 of the bid states “For purposes of this procurement, NYS Education Department hereby establishes an overall goal of 30% of the total contract amount for M/WBE participation, in any percentage combination for Minority-Owned Business Enterprises (“MBE”) participation and for Women-Owned Business Enterprises (“WBE”) participation based on the current availability of qualified MBEs and WBEs.” Can a non-MWBE Prime vendor satisfy the full 30% with a single MBE?	It is NYSED’s preference that the vendor strives to meet the goals of 17% minority owned business and 13% women owned business, however proposals that satisfy the total M/WBE requirement with an alternative percentage distribution will be accepted.
68.	(MWBE) Reference: Legislation enacted in 2015 modifying the definition of Best Value in NYSFL 163(1)(j) to allow for	At this time, NYSED does not apply a quantitative factor related to bidders’ M/WBE

	<p>“quantitative factor for offerors” who are MWBEs. Question: Some recent PBITS bids have levered the application of quantitative technical evaluation factors to encourage MWBE, SBE and SDVOB prime participation. For example, one agency recently issued a PBITS Lot #2 bid implemented the following language: “Where the total evaluation criteria are worth 100 points, weighted 30% cost and 70% technical, a Bidder that is an MWBE, SBE or SDVOB will be awarded 3.5 out of 100 points, representing 5% of the 70% technical scale. If no responsive Bidder is an MWBE, SBE, or SDVOB, then no quantitative factor points will be awarded.” Would NYSED consider including similar language to encourage MWBE prime participation?</p>	<p>certification status; however, NYSED will continue to consider this and all other options for encouraging M/WBE participation in future solicitations.</p>
69.	<p>Are there any Data Processing Jobs which have dependency on dBase?</p>	<p>There are no known jobs tied to the legacy system.</p>
70.	<p>Is there any unstructured data (Content, data files etc.) in current system which has to be migrated?</p>	<p>No, all needed data should be found in the dbase files.</p>
71.	<p>Does the current dBase system consume data from other sources?</p>	<p>Data for the NYC Clipper portion uses an import from Excel. Both Rest of State and NYC get some final cost information from a text file.</p>
72.	<p>If there are other applications at NYSED that consume the data files extracted from the Clipper system, they will be impacted too. Can we assume that those applications are not within the of scope of this RFP?</p>	<p>Data consumed from systems external to PMIS will be handled by the new PMIS systems.</p>
73.	<p>Does the new system follow the same authentication mechanism as Clipper system ? Do you foresee any IAM changes?</p>	<p>The new systems will use the agency’s internal OID LDAP. The legacy application does not use the LDAP.</p>
74.	<p>Is current data in dBase normalized?</p>	<p>No</p>
75.	<p>Should all the data in the legacy dBase database be migrated to Java/Oracle database or you may filter out some legacy</p>	<p>It is expected that the vendor would work with NYSED staff to determine any data that</p>

	inactive/unwanted data during the migration? Will NYSED provide the rules for such filters?	would not need conversion as part of the work in FPMS-04 through FPMS-07 for Rest of State data and FPMS-11 through FPMS-14 for NYC data.
76.	Does the new Java application database have different schemas for NYC and Upstate? How different are they?	Yes, although there are some data similarities both Rest of State and NYC processes and data have significant differences.
77.	Is there a difference between the schema of dBase for NYC and Upstate? How different are they?	Yes, although there are some data similarities both processes and data have significant differences due to where data processing occurs. Upstate Clipper PMIS handles a project's life cycle from beginning to end. For NYC the bulk of the project lifecycle is handled on NYC's end and they pass only key information to be reviewed by internal NYSED staff.
78.	Proposal scope is data file extraction, transformation, cleansing and loading. Please confirm NYSED expectation with regard to around 87 program files (as this contains clipper code) from NYC and Rest of State legacy apps.	Vendor will not have any other responsibility with the program files outside of the deliverables set forth in the mini-bid (summarized as data extraction, transformation and loading).
79.	Can we assume that sufficient SME support will be available to map the legacy dBase data fields to the new Java/Oracle PMIS, and bring forward the relevant business rules? Deciphering business rules from code/database/procedures is never 100% complete.	NYSED Program Area and ITS will supply staff, to the extent available, as part of our project team that will act as SME's for business process discussions and Clipper/dbase developers, respectively.

80.	Have you identified the challenges in mapping a non-relational dBase dataset to relational Oracle system? Please elaborate on the challenges.	We have not identified any further challenges beyond the issues with performing ETL on non-relational data to relational databases.
81.	Can NYSED provide the legacy dBase application data records in a flat file (CSF) structure?	Access to data will be shared to the winning bidder at the start of the project after the Authorized User Agreement is executed..
82.	Can we assume that legacy data fields from dBase that are not present in the new Java PMIS, can be considered redundant and dropped off?	No, determination on how to handle data that does not have corresponding fields in the new Oracle database will need to be discussed and handled as outlined in section 2.5 of the mini-bid.
83.	Does NYSED have any licensed ETL tool or are you open to procure new tool licenses proposed by vendor? What ETL tool does NYSED have?	NYSED currently supports Talend as the department's standard ETL tool, and using this technology is preferred. NYSED is open to other tools if they can be supported in NYSED's technical architecture, are installable by NYSED staff (or can be appropriately partitioned) and have no licensing considerations that would prohibit their use..
84.	Are MEMO fields used in dbase table structure?	Yes
85.	Does the new Java based application have different business rules than those in Clipper system? Have they been mapped?	Yes, there are different rules between the legacy and new PMIS system however they have not been mapped.
86.	How are the rules applied on the old dataset of Clipper application different from the rules applied in Java PMIS application? Have they been mapped?	We do not currently have documentation to describe the differences in rules, however we would be able to discuss that with the winning bidder once the Authorized User Agreement has been executed.
87.	Will NYSED be sharing the metadata document of dBase and Oracle DBs for Source to Target fields mapping and migration?	Yes, that will be available to the winning bidder once the Authorized User Agreement has been executed.

88.	What is your retirement plan for the legacy dBase system?	Once the data for Rest of State and NYC has been migrated from this project (deliverables __ and __), the legacy system will be decommissioned.
89.	The RFP scope is limited to one-time data migration only. The scope does not include data integration, real time or offline, with any other applications at NYSED. Is this assumption correct?	Yes, this assumption is correct.
90.	What level of normalization has been done by NYSED for the Oracle tables supporting the new JAVA application?	NYSED Oracle databases are at least in 2nd normal form, but further information could be provided to the winning bidder upon execution of the Authorized User Agreement.
91.	For creating data validation rules, will NYSED be sharing the Data flow diagrams with vendor	Documentation will be available to the winning bidder after the execution of the Authorized User Agreement.
92.	Migrating legacy data and making it consistent to the new data base has challenges. There may be many identity columns in dBase that may not be there in the new DB and it may require a change in the Java/Oracle application. Are you flexible to making changes in the new application as a result of data migration strategy?	This is noted in section 2.5 of the mini-bid, Project Risk Assessment. Please refer to that section regarding the possible changes to the new system.
93.	In case of any changes required in PMIS Java/Oracle application, can we assume that NYSED will take care of it?	Yes, NYSED will be responsible for any coding changes and modifications to the Oracle database in the new system.
94.	Data migration testing is part of the current RFP. What testing support should we plan for on the Java application with migrated data? Who will provide the test scripts and mapping rules?	Mapping rules should be developed by the vendor per deliverables FPMS-07 and FPMS-14.

		<p>Testing plan and scripting should be supplied by the vendor per deliverables FPMS-08 and FPMS-15.</p> <p>Both should be built with a collaborative effort with NYSED Program Area and ITS staff.</p>
95.	What is your data validation strategy? What validation checks should be performed to ensure that data has migrated successfully from the old dBase system to Oracle?	Vendor will be working with NYSED Program Area to confirm this as part of deliverable FPMS-08 and FPMS-15.
96.	We have assumed that the data migration is a one-time activity and there is no plan for any delta loads after initial migration. Is this assumption correct?	<p>Currently, there is no plan for any deltas loads.</p> <p>However, if the need for any deltas does occur, we would work with the vendor on how to best handle those deltas in the event this is not feasible.</p>
97.	Two positions are specified in the RFP – i.e. Senior Project Manager and Senior Data Conversion Specialist – are only two staff expected to complete all the work?	The personnel requirements in Section 2.2 of the mini-bid are for key personnel that should be minimally supplied; however, bidders are free to propose as many members as needed to complete this project, bearing in mind this is a Best Value procurement..
98.	Can we assume that those two people should expect to be engaged full-time (i.e. approx. 40 hours per week) for the life of the Project?	The two staff are key personnel that would be expected to be engaged throughout most of the project, but less than 100% engagement is acceptable if thoroughly explained in the proposal.
99.	This project is focused on data migration – is the selected vendor expected to have any role and/or responsibilities in making changes to application(s) that use the data?	No, the scope of the selected vendor on this project would be the deliverables presented in the mini-bid.

100.	Our experience with similar projects is that often primary keys and other linking fields need to be strengthened by cleansing (i.e. completing basic formatting and content fixes) and also running referential integrity checks that are used to isolate deficiencies that are then fixed – is work on improving primary keys and other linking fields expected of the selected vendor?	This would be in line with the risks identified in section 2.5 of the mini-bid and each one would have to be reviewed on a case-by-case basis.