

ATTACHMENT F1
Minimum Requirements
RFP 21-67147
for
Managed Services Provider (MSP)

The Minimum Requirements indicate the basic requirements that all Respondents must adhere to in order to be considered as a responsive Respondent. All Respondents must state their ability and willingness to meet these Minimum Requirements in their Transmittal Letter and in this attachment of their proposal. Failure to do so may be considered grounds for disqualification from further consideration.

Instructions: In the yellow shaded boxes, please confirm the Respondent's ability to meet each Minimum Requirement.

Respondent Name:

Computer Aid, Inc.

Minimum Requirement	Respondent Meets Minimum Requirement? (Yes/No)
1. The proposed solution must fulfill each State need in the provider network for IT consulting services, IV&V of State project work, staff augmentation across all three work categories, and the Selected Resource Program (SRP).	Yes
2. The proposed solution must fulfill specific state needs for the IT State Earn and Lean (SEAL) Program and custom programs including the Department of Revenue, Returns Processing Center Scope of Work.	Yes
3. The MSP fee and maximum provider mark-up rates must be held firm for the life of the contract. Fees must be inclusive of all MSP services and requirements outlined in Section 1.4 Summary Scope of Work. Salary range pay rates by title must be held firm and shall only be updated with written approval by IDOA.	Yes
4. The proposed solution must include a VMS (Vendor Management System) that is fully developed and in use by at least one other Respondent customer at time of RFP submission. VMS functionality must include (at minimum) State approval of resource hours, expenses, and deliverables. VMS solution must be configured for single sign-on via integration into the State's Asure Active Directory tenant.	Yes
5. Respondent (including subsidiaries and affiliates) shall limit utilization of their own resources for Staff Augmentation to 10% across all work categories. This does not apply to SRP.	Yes
6. The proposed solution must include the following invoice requirements: a. Invoices shall only include hours, resource pay rate, expenses, and deliverables approved by the State in the VMS and after they are accrued. b. Invoices shall be submitted to the State by Respondent (MSP) and payments shall be made by the State to Respondent (MSP). c. Respondent shall invoice individual agencies and departments and understands the State shall not accept invoices or make payment to Respondent through a central location for all State agencies. d. Respondent shall invoice monthly.	Yes