

2. AMENDMENT/MODIFICATION NO. <b>0002</b>	3. EFFECTIVE DATE <b>12/12/06</b>	4. REQUISITION/PURCHASE REQ. NO. <b>R2007-AY-00064</b>	5. PROJECT NO. <i>(If applicable)</i>
--	--------------------------------------	---	---------------------------------------

6. ISSUED U.S. DEPARTMENT OF HOUSING & URBAN DEV. OFC. OF THE CHIEF PROCUREMENT OFFICER 451 7 <sup>TH</sup> STREET, SW., ROOM 5266 WASHINGTON, D.C. 20410	7. ADMINISTERED BY <i>(If other than Item 6)</i> U.S. DEPARTMENT OF HOUSING & URBAN DEV. OFC. OF THE CHIEF PROCUREMENT OFFICER 451 7 <sup>TH</sup> STREET, SW., ROOM 5266 WASHINGTON, D.C. 20410
---	--

8. NAME AND ADDRESS OF CONTRACTOR <i>(No., street, county, State and ZIP Code)</i>  <b>TO ALL OFFERORS</b>	(✓)	9A. AMENDMENT OF SOLICITATION NO. <b>R-OPC-23053-FINAL</b>
		9B. DATED <i>(SEE ITEM II)</i> <b>10/31/06</b>
		10A. MODIFICATION OF CONTRACT/ORDER NO.
		10B. DATED <i>(SEE ITEM 13)</i>

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

[ X ] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [ ] is extended, [x] is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
 (a) By completing Items 8 and 15, and returning 1 copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. **FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.** If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA *(if required)*

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: <i>(Specify authority)</i> THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES <i>(such as changes in paying office, appropriation data, etc.)</i> SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER <i>(Specify type of modification and authority)</i>

E. IMPORTANT: Contractor [ ] is not, [ ] is required to sign this document and return \_\_\_ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION *(Organized by UCF section headings, including solicitation/contract subject matter where feasible.)*

See attached continuation sheet.

15A. NAME AND TITLE OF SIGNER <i>(Type or print)</i>	16A. NAME AND TITLE OF CONTRACTING OFFICER <i>(Type or print)</i> <b>ROBERT B. WISSMAN CONTRACTING OFFICER</b>		
15B. CONTRACTOR/OFFEROR  _____ <i>(Signature of person authorized to sign)</i>	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  BY _____ <i>(Signature of Contracting Officer)</i>	16C. DATE SIGNED

The purpose of this amendment is to provide questions and answers and to amend solicitation R-OPC-23053-FINAL.

**ACCORDINGLY:**

**All changes are highlighted in bold below.**

1. Section B, Definitions is amended to add the language highlighted in bold below:

**5.1 (b) Definitions:** The definitions set forth below shall govern during the contract base and each subsequent option period (if exercised by the Government) throughout the life of the contract, unless modified by the Contracting Officer.

(1). **Small Report Change.** Requires 1 to 80 hours preparation time, including **updates to documentation**, testing and migration, **and other related activities**.

(2). **Medium Report Change.** Requires 81-160 hours preparation time, including **updates to documentation**, testing and migration, **and other related activities**.

(3). **Large Report Change.** Requires 161-320 hours preparation time, including **updates to documentation**, testing and migration **and other related activities**

(4). **Small System Change** (database actions, processes or controls). Requires 1 to 80 hours preparation time, including **updates to documentation**, testing and migration, **and other related activities**.

(5). **Medium System Change** (database actions, processes or controls). Requires 81 to 160 hours preparation time, including **updates to documentation**, testing and migration, **and other related activities**.

(6). **Large System Change** (database actions, processes or controls). Requires 161 to 320 hours preparation time, including **updates to documentation**, testing and migration **and other related activities**.

(7). **Substantial System or Report Change** (database actions, processes or controls). Requires 321 to 480 hours preparation time, including **updates to documentation**, testing and migration **and other related activities**.

(8). **Custom System or Report Change.** To be precisely defined at the time the Government contemplates acquisition of the required services.

**2. Section G.9 AUTHORIZATION OF WORK FOR BUSINESS PROCESS IMPROVEMENT/ENHANCEMENTS (CLINs 0006, 1006, 2006, 3006, 5006, 6006, 7006, 8006 and 9006) has been revised to label the first paragraph as (a) and to add paragraph (b):**

(a). The designated Government Technical Representative (GTR) shall authorize the work required under the Contract Line Items (CLINs) listed above in writing. If the parties are unable to reach an agreement, the matter shall be referred to the Contracting Officer for resolution. If resolution cannot be reached through the just-described means, the parties’ respective rights shall be determined pursuant to the procedures set forth in the applicable “Disputes” clause.

(b). **Custom System or Report Change Ordering Methodology (CLINs 0006A, 1006A, 2006A, 3006A, 4006A, 5006A, 6006A, 7006A, 8006A and 9006A)**

**When the services are required, the Contracting Officer will issue the technical requirements to the contractor. The contractor shall submit a proposal in response to the Government requirement. The Contracting Officer and the contractor will negotiate any technical and/or cost issues. Upon final agreement, the Contracting Officer will issue a modification to the contract.**

**3. B.5.3 OPTION PERIOD 2 (DURATION: 12 months)**

Change CLIN 2009B from:

CLIN	DESCRIPTION	FUNDING IDENTIFIER	QUANTITY	UNIT PRICE	TOTAL PRICE
2009B	ICFS Hosting Post Ginnie Mae System Integration		12 months		

**Change CLIN 2009B to:**

CLIN	DESCRIPTION	FUNDING IDENTIFIER	QUANTITY	UNIT PRICE	TOTAL PRICE
2009B	ICFS Hosting Post Ginnie Mae System Integration		<b>1 lot</b>		

**4. Section C.8 SAFEGUARDING OF INFORMATION the last sentence is changed from:**

“All information and data received and/or processed by contractor during the life of this contract shall be returned to the GTR/GTM at the completion of the

contract or whenever such information or data is no longer essential to contract performance, whichever should occur first.

**Change to:**

**“During the life of the contract, all information and data received and/or processed by the contractor for work performed under this contract shall be returned to the Contracting Officer/Government Technical Representative/Government Technical Monitor at the completion of the contract.”**

5. Section C.8.2 DOCUMENTS INCORPORATED BY REFERENCE is changed as follows:

Change from:

www.hud.gov	HUD Internet Website
-------------	----------------------

**Change to:**

<b>HUD Handbook 3250.01</b>	<b>Business Process Improvement Handbook</b> <b>HUD Internet Website: <a href="http://www.hud.gov">www.hud.gov</a></b>
-----------------------------	---

6. The heading to Section I.17 is changed as follows:

Change from:

I.17 ADDITIONAL KEY PERSONNEL INFORMATION

**Change to:**

**I.17 ADDITIONAL PERSONNEL INFORMATION**

Change from:

7. Section I.3 FAR 52.217-7 OPTION FOR INCREASED QUANTITY – SEPARATELY PRICED LINE ITEMS (MAR 1989)

The Government may require the delivery of the numbered line item, identified in the Schedule as an option item, in the quantity and at the price stated in the Schedule. The Contracting Officer may exercise the option by written notice to the Contractor within [*To Be Determined*]. Delivery of added items shall continue at the same rate that like items are called for under the contract, unless the parties otherwise agree.

**Change to:**

The Government may require the delivery of the numbered line item, identified in the Schedule as an option item, in the quantity and at the price stated in the Schedule. The Contracting Officer may exercise the option by written notice to the Contractor **fourteen (14) days in advance of the option start date.** Delivery of added items shall continue at the same rate that like items are called for under the contract, unless the parties otherwise agree.

8. Section L.16 AS 2102 LIMITATION ON SIZE OF TECHNICAL PROPOSAL, paragraph (b) is revised to add the following language:

**“Arial fonts may be used for text, tables, charts, graphs and figures as long as the font is no smaller than 8 point.”**

9. Section L.17 (a) (9) is revised as follows:

The offeror shall submit **one (1) original** and nine (9) complete copies of their proposal on CD. **Offerors shall place technical and cost/price information on separate CDs, and each CD shall clearly indicate whether it contains technical or cost/price data. The CDs** must be submitted using MS Word 2000, MS Excel 2000, MS Project 2002.

10. Section L.17 (c), VOLUME 1: EXECUTIVE SUMMARY is revised as follows:

**“Must include a Master Table of Contents for the entire proposal. The Master Table of Contents will not count toward the page limitation. The Master Table of Contents must be identified as Volume 1 of offeror’s proposal and must contain a brief introduction to the offeror’s technical proposal. The offeror must describe all assumptions made in preparing its technical proposal.”**

11. L.17 Volume 2 Section 2B – MANAGEMENT CAPABILITY AND APPROACH (Factor 2) paragraph 9 is revised to add the following sentence:

**“Document outlines will have no page limits. HUD SDM templates do not need to be included.”**

12. Section L.17 – VOLUME 2: MISSION CAPABILITY, paragraph (8) entitled, **Staffing Plan, Integrated Team Management, Key and specified Non-Key Personnel, Sub-Contracting Utilization, and Expectation/Relationship Management**, line no.6 containing the reference (see section 4.8.9). This reference is changed to read: **“L.17, Volume 4, paragraph (n).”**

13. Section L.17, PROPOSAL INSTRUCTIONS, paragraph (7) is revised to add:

**Volume 1 may be spiral bound separately.**

14. Section L.17 paragraph g, entitled, **Volume 2, Section D – Past Performance**, paragraph **1** is revised as follows:

The offeror and each subcontractor expected to receive 20% or more of the work must provide a list of references for all **relevant** on-going contracts completed not more than three (3) years prior to the date of release of this solicitation for HIFMIP Integration and Hosting services. The references provided must demonstrate performance relevant to the performance requirements specified in this solicitation.

15. Section L.17, Volume 2 Section 2C – Functional Capability and Approach (Factor 3), paragraph 5 is revised to **delete the last sentence in its entirety**. The sentence reads as follows:

“A maximum of five pages per major functional category is permitted and must be contained within the Functional Proposal page count as identified in Table 1.”

16. The attachments 10, and 12 have been revised and will be posted at the following HUD internet website:  
<http://www.hud.gov/offices/cpo/contract/opc23053final.cfm>
17. The Government expects to issue another solicitation amendment with additional questions and answers at [www.fedbizopps.gov](http://www.fedbizopps.gov) and <http://www.hud.gov/offices/cpo/contract/opc23053final.cfm> very shortly.
18. Except as stated herein, all other terms and conditions remain unchanged.

**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
451 SEVENTH STREET, SW  
WASHINGTON, DC. 20410**

**SOLICITATION NO. R-OPC-23053-FINAL  
FOR  
HUD INTEGRATED FINANCIAL MANAGEMENT IMPROVEMENT PROJECT  
(HIFMIP)**

**QUESTIONS AND ANSWERS**

<b>Question No.</b>	<b>Reference</b>	<b>Question</b>	<b>HUD's Response</b>
1	RFP Cover Letter	There is no discussion in the HIFMIP RFP of post-proposal-submission activities. Will the Government ask offerors for proposal clarifications, for an Oral Presentation, or for a Final Proposal Revision?	Section L.1 of the RFP incorporates by reference FAR 52.215-1. Per paragraph (f)(4), the Government intends to evaluate proposals and award a contract without discussions with offerors; however, the Government reserves the right to conduct discussions if later determined to be necessary. We do not intend to conduct oral presentations.
2	RFP Cover Letter	In the letter to all interested parties, we are instructed, "Questions relating to the RFP must be submitted no later than 10 calendar days after release of the solicitation." Since the solicitation was released on October 31, 2006, one could interpret that 10 calendar days begins on October 31 and ends on November 9; or that 10 calendar days begins on November 1 and ends on November 10.  My question is to ask HUD to please clarify the specific date the questions relating to this RFP are due.	The time to submit questions to the Government has ended. However, if we receive subsequent questions with merit, on a case-by-case basis, we will respond to them via an amendment to fedbizopps and the HUD website.
3	SF 33	On the SF 33, the government states that it requires 9 copies of each volume to be submitted. In Section L.17(9), the government states that it requires 10 copies of each volume. Would the government please clarify the number of copies required for each book?	Potential offerors must submit one (1) original and nine (9) copies of their proposal. For further information, please refer to section L.17 of the solicitation.
4	SF 33	Please clarify the location of depository for hand carried deliverables.	Hand-carried proposals must be delivered to the following location: U.S. Department of Housing and Urban Development, 451 Seventh Street, SW, 20410, Room 5256. Potential Offerors are advised to refer to the RFP Cover Letter for further instructions.

5	General	I was wondering if it would be possible to obtain a list of all interested bidders from this bid (R-OPC-23053-FINAL). Any Information would be very useful.	With the exception of the contractors currently performing core accounting functions listed in amendment no. 01, we have not maintained a bidders list
6	General	Does HUD want Volume 1 separately bound from Volume 2?	Yes. Volume 1 should be spiral bound.
7	General	Does HUD have any labeling or packing requirements for the CDs to be submitted with the binders?	Offerors should ensure that the CD is clearly labeled so that it is clear which volume(s) the CD represents. All pricing information should be on a separate CD from technical.
8	General	Is there a possibility to leverage and/or use the HUD Virtual University as the vehicle to host on line materials; schedule and coordinate training; track completion, etc.?	No. The HUD Virtual University is an independent outsourced service.
9	RFP – General	Is there a protocol for submitting questions after the 10-calendar day deadline?	See our response to question #2 above.
10	RFP – General	Section 4.1 of the SOO for Project Management objectives can also be time and materials in nature. Please clarify if the Project Management CLINs are firm fixed price or can an offeror propose T&M for these CLINs?	In accordance with sections B.3 and L.12 of the solicitation, the government anticipates issuing a Fixed Price (FP) contract with firm fixed unit prices to the offeror who provides the best overall value. Furthermore, section L.17 of the solicitation also state, “Alternative proposals will be rejected in their entirety.” Therefore, all potential offerors are expected to propose on a Fixed Price basis for HIFMIP.
11	RFP Section B, Page 3 - Definitions	Under the definitions for Small Report Change, it requires 1 to 80 hours preparation time, including testing and migration. Does 1 to 80 hours mean “person hours” or “work hours” regardless of number of staff involved? The question applies to all other definitions on this page. Does this time include or exclude the WAIT time (From entering the HARTS release request to the actual migration/release)?	Hours refer to actual hours to be worked, regardless of the number of staff involved, and exclude any “wait” time.
12	RFP Section B.5.1 (a), Optional Contract Line Items (CLINs), pgs 203.	We assume that the list of definitions on page 3 of the Final RFP applies to CLIN #0006 and #0006A for the base year and all option years. For purposes of evaluation and pricing, how many small, medium, or large report changes or small, medium, or large system changes, or substantial/Custom system or report changes does HUD anticipate over the course of the project? Recommendation: We recommend that an estimated number of development items be assigned to each category by HUD so that bidders will be pricing to the same level of effort.	For this solicitation, the definitions described on page 3 apply to the base year and all subsequent option years. The Government has not identified a finite number of report change, system change, substantial system or report change and custom system or report change.
13	RFP page 3, Section B.5	Optional CLIN <i>Report and System Changes</i> are categorized and appropriate labor hours	Offerors must refer to page 3 of the solicitation that contains a list of

	Contract Schedule	defined for preparation time, including testing and migration. However, changes have numerous implementation requirements, including updates to documentation, training classes, etc., that could significantly increase the cost impact of the change. How will the contractor be reimbursed for these tertiary costs?	definitions. Item no. (8) Custom System or Report Change envisions that this requirement will be negotiated between the contractor and the cognizant Contracting Officer. In addition, the definitions have been revised to provide further clarifying information. Please see amendment no. 0002.
14	RFP page 3, Section B.5 Contract Schedule	Optional CLIN <i>Report and System Changes</i> are listed into 8 separately priced categories. What process will the Government use to assign a specific change to one of these categories? Will the contractor participate in this process?	Yes. Section G.9 has been revised to incorporate the Report and System Change process.
15	RFP Section B.5.1, Contract Schedule Base, page 2	The note under the table says “CLIN 0004 – Hosting for FHA” states that transitioning activities related to Hosting for FHA shall be completed to support a 04/01/08 cutover of production operation. During the base period, the anticipated period for this CLIN is 04/01/08 through 09/30/08. We recommend that the “Note” be split into two references. Tie the first sentence to CLIN 0004A and the second sentence to CLIN 0004B	No change. The instructions in the final solicitation remain unchanged.
16	RFP Section B.5.3 (a), Optional Contract Line items, pg 6.	CLIN 2009 breaks apart Ginnie Mae Hosting and Integration. CLIN 2009B shows the Integration quantity as 12 months.  Recommendation: Since the time frame for integration is uncertain, we recommend that the Quantity Column be changed to 1 lot instead of 12 months.	For CLIN 2009B, the column identified as “QUANTITY” will be revised to read ‘1 lot’ in lieu of 12 months. Offerors are encouraged to refer to modification no. 0002.
17	RFP Section B and attachment 14	Attachment 14 includes CLINS 1007 and CLIN 2010, yet the RFP does not. Please clarify.	For clarification purposes, HUD assumes the question refers to Attachment no. 12. If this is the case, Attachment 12 has been revised to be consistent with the solicitation. Offerors are encouraged to refer to modification no. 0002.
18	RFP Section B	Will travel be reimbursed separately, since destinations and frequency are not fully defined? If so, will there be a separate Travel CLIN? If not, will HUD provide parameters or estimates for the Contractor to reasonably estimate travel costs?	For this solicitation, there will not be a separate CLIN for travel. In addition, travel will not be reimbursed separately. Expected travel is outlined in the SOO, Section 6.0 Travel. If an offeror proposes additional travel, such costs should be clearly identified, explained and included in the appropriate fixed-price CLIN(s).
19	RFP Section B.5 and Attachment	The CLIN breakdowns provided in Section B.5 of the RFP do not exactly match those	(a). Attachment no. 12 will be revised to consistently match section

	No. 12	in Attachment 12. For example, CLIN # 1007 is included in attachment 12, but is not in RFP Section 5. Does HUD have a preference for which CLIN breakdown should be used as the master? Neither CLIN list breakout the ongoing COTS Software Maintenance costs for software packages. Would it be acceptable to add this as an additional CLIN? If there were other areas where a more detailed breakout would be helpful, would it be acceptable for the offeror to add additional CLINS?	B of the solicitation. Offerors should refer to amendment no. 0002 for further clarifying information. Furthermore, the CLINs listed in Attachment 12 are provided for technical component breakdown only, i.e., they should not be used for pricing purposes. Offerors should refer to sections B and L for pricing information.  (b). COTS Software Maintenance prices should be included in the Sustainment CLINs, but may be broken down as a sub CLIN.
20	RFP Section C.8.2 Documents Incorporated by Reference, pg 20-21.	The Table associated with the referenced paragraph identifies <a href="http://www.hud.gov">www.hud.gov</a> (HUD Internet Website) as a reference. Given the extensive number of documents on the website, many of which are not specifically germane to the HIFMIP development and sustainment effort, we believe that referencing the entire web site is beyond the scope of the RFP.  Recommendation: We recommend that the reference to the website be deleted from the table or that clarification be provided as to which documents on the website are to be referenced.	The website was inadvertently put on a separate line in the chart. It should have been put with the box above it as the reference site where HUD Handbook 3250.01 might be found under Handbooks. The solicitation will be amended accordingly.
21	RFP Section C.8	Please confirm that the last sentence refers to “government-origin and provided information,” and not “all information” as is currently stated.	The last sentence will be modified in amendment no. 0002 to read, “During the life of the contract, all information and data received and/or processed by the contractor for work performed under this contract shall be returned to the Contracting Officer/Government Technical Representative/Government Technical Monitor at the completion of the contract or whenever such information or data is no longer essential to contract performance, whichever should occur first.”
22	RFP Section E.1, Contract Clauses Incorporated by Reference, 52.246-2 INSPECTION OF SUPPLIES-FIXED PRICE AUG 1996 and 52.246-4 INSPECTION OF SERVICES FIXED	These clauses address Government concerns in the acquisition of “other than” commercial items. FAR 46.202-1 states, in part: “When acquiring commercial items the Government shall rely on contractors’ existing quality assurance systems as a substitute for Government inspection and testing.” Further, FAR 46.403(a)(1) states, in part: “Inspection shall be performed at destination...when supplies are purchased off-the-shelf and require no technical	This solicitation is being conducted under FAR Part 15, Contracting by Negotiation, not FAR Part 12, Acquisition of Commercial Items. The clauses remain unchanged.

	PRICE AUG 1996, PG. 25	inspection...for services performed at destination.” Recommendation: Since the RFP is requesting COTS products and solutions; we recommend that HUD incorporate the Inspection and Acceptance Clause in FAR 52.214-4 Contract Terms and Conditions – Commercial Items in lieu of FAR 52.246-2 and –4.	
23	RFP Section F.4, Place of Performance & G.6 (b) Government Furnished Property/ Equipment & Software, pages 27 and 30.	Paragraph F.4 identifies facilities for performing integration work at 451 7 <sup>th</sup> St and Paragraph G.6 (b) identifies 10 contractor spaces in the HUD or Portals Building located at 1250 Maryland Avenue, Suite 300.  Question: How many spaces are available for contractors at the 451 7 <sup>th</sup> St facility? Which staff does HUD anticipate to use the space allocation at 1250 Maryland Avenue?	Pursuant to clause F.4, no space or Government Furnished Property (GFP) will be provided at the 451 7 <sup>th</sup> Street, address. Section G.6 paragraph (b) states that 10 contractor spaces are to be made available. The offeror may assign any staff they deem appropriate to provide services for the resulting contract/interagency agreement at the 1250 Maryland Avenue satellite location.  Furthermore, the majority of HUD staff that the contractor is expected to work with, is located at the 451 7 <sup>th</sup> Street facility. In addition, there is a five (5) minute shuttle bus ride between the 1250 Maryland Avenue location and HUD HQ located at 451 7 <sup>th</sup> Street.
24	RFP Section F.4	Section F.4 of the RFP indicates the place of performance for Integration work will be at the HUD Headquarters in Washington DC. However, Section G.6 indicates 10 contractor person will be located at HUD Portals Building. Please clarify if the HUD Headquarters will be the main place of performance.	The HUD HQ site will be the main location.
25	RFP Section G.6	HUD will provide only 10 PCs for the program. Do they provide office space to house a joined project team of 60-100 resources?	Pursuant to clause G.6, Government Furnished Property/Equipment and Software, the Government will only provide the GFP stated in this clause. No additional property/equipment or software will be provided.
26	RFP Section H.10 page 36, Software Customization	Customization - In this section the Government effectively states that it has the unconditional and unlimited right over the 10- year life of the HIFMIP contract to demand Peoplesoft software customization without the Government incurring an increase in contract costs. Will there be provisions in the HIFMIP contract that will protect the Contractor from potential misuse of this clause over the 10-year life of the contract?	The Offeror is expected to complete the Fit Gap Report and identify where requirements will be met by PeopleSoft software modules and where customization may need to occur. The Offeror expected to propose and price customizations for what is reasonable and customary over the life of the contract.
27	RFP - General	If customization of PeopleSoft software is	Yes.

		required due to HUD changing its environment, needs, objectives and goals, is it correct to assume that such changes would be covered under the applicable "Changes" clause?	
28	H.12	Can the contractor propose a periodic technology refresh release schedule that incrementally provides upgrades in a system release cycle, rather than provide refreshment on an ongoing, individual basis?	Yes.
29	RFP Section H.15 HUD Identified Potential Organizational Conflicts of Interest, pg 39.	Paragraph H.15 identifies MIL Corporation and their Subcontractors V-Tech, Universal, and Avineon. We do not see a reference to Metaformers, whom we believe was also subcontracted to MIL for this effort.  Question: Should Metaformers be added to this list?	MIL and their subcontractors referenced in section H.15 of the solicitation are excluded from this effort due to their participation in preparing the solicitation. Metaformers did not participate in the preparation of the solicitation. Their task, under the MIL contract was solely to perform a fit-gap analysis of HUD's requirements and the PeopleSoft COTS modules. This work resulted in a report that was documented and is included in Attachment 33 and Attachment 14. Therefore, Metaformers was not excluded.
30	RFP Section I - General	What type of personnel clearances will be required?	Section I.21 of the RFP refers to clearances necessary to gain access to HUD mission-critical systems.
31	RFP Section I.1, Contract Clauses Incorporated by Reference, 52.215-11 PRICE REDUCTION FOR DEFECTIVE COST OR PRICING DATA – MODIFICATIONS OCT 1997 and 52.215-13 SUBCONTRACT OR COST OR PRICING DATA - MODIFICATIONS OCT 1997, pg 41.	FAR 15.403-1(b) Prohibition on Obtaining Cost or pricing data (a) states that the Contracting Officer shall not require submission of cost or pricing data... (3) When a commercial item is being acquired and (5) when modifying a contract or subcontract for commercial items.  Recommendation: Since the FAR prohibits the requirement for obtaining cost of pricing data, we recommend that HUD modify the RFP to delete 52.215-11.	FAR 52.215-11 and FAR 52.215-13 apply when it is contemplated that cost or pricing data will be required from the contractor or any subcontractor for the pricing contract modifications.
32	RFP Section I and L.2	This section states that submission of cost and pricing data is not required. Is it correct to assume that FAR clause 52.215-11 and 52.215-13 incorporated in Section I are no longer applicable?	See answer to question #31. These clauses may apply post-award to contract modifications.
33	RFP Section I.1, Contract Clauses Incorporated by Reference,	FAR 15.408(b) states that 52.215-15 shall be inserted in solicitations when it is contemplated that cost or pricing data will be required.	FAR 52.215-15 applies when it is anticipated that cost or price data will be required or for which preaward or postaward cost determinations will

	52.215-15 PENSION ADJUSTMENTS AND ASSET REVERSIONS OCT 2004, pg 41.	Recommendation: Because cost or pricing data are not required of the initial award and modifications not subject to cost or pricing data due to the FAR prohibition at 15.403-1(b), we recommend that HUD modify the RFP to delete 52.215-15.	be subject to Part 31. Cost or pricing data may be required for post-award contract modifications.
34	RFP Section I.1, Contract Clauses Incorporated by Reference, 52.215-18 REVERSION OR ADJUSTMENT OF PLANS POSTRETIREME NT BENEFITS (PRB) OTHER THAN PENSIONS JUL 2005, pg 41.	FAR 15.408(j) states that 52.215-18 shall be inserted in solicitations when it is contemplated that cost or pricing data will be required.  Recommendation: Because cost or pricing data are not required of the initial award and modifications not subject to cost or pricing data due to the FAR prohibition at 15.403-1(b), we recommend that HUD modify the RFP to delete 52.215-18.	See our response above.
35	RFP Section I.1, Contract Clauses Incorporated by Reference, 52.215-19 NOTIFICATION OF OWNERSHIP CHANGES OCT 1997, pg 41.	FAR 15.408(k) states that 52.215-19 shall be inserted in solicitations when it is contemplated that cost or pricing data will be required.  Recommendation: Because cost or pricing data are not required of the initial award and modifications not subject to cost or pricing data due to the FAR prohibition at 15.403-1(b), we recommend that HUD modify the RFP to delete 52.215-19.	See our response above.
36	RFP Section I.1, Contract Clauses Incorporated by Reference, 52.215- 2 AUDIT AND RECORDS – NEGOTIATION JUN 1999, PAGE 41.	FAR 15.209(b)(1)(iii) states that the Contracting Officer shall insert FAR 52.215-2 Audit and Records clause in solicitations and contracts except those for the acquisition of commercial items exempted under FAR 15.403-1. Commercial items per FAR 15.403-1(c) is exempt from the requirements for cost or pricing data.  Recommendation: Since the FAR mandates an exemption to this clause; we recommend that HUD modify the RFP to delete 52.215-2.	This solicitation is being conducted under FAR Part 15, Contracting by Negotiation, not FAR Part 12, Acquisition of Commercial Items. The clauses remain unchanged.
37	RFP Section I.1, Contract Clauses Incorporated by Reference, 52.215- 21 REQUIREMENTS FOR COST OR PRICING DATA INFORMATION	Per L.2 (referencing FAR 52.215-20) Requirements for Cost or Pricing Data or Information Other than Cost or Pricing Data (OCT 1997) – Alternate IV) cost or pricing data are to be submitted as requested in Section L-17, Volume 5.  Recommendation: Recommend HUD grant an exception to the FAR 52.215-21	FAR 52.215-21 applies if it is reasonably certain that cost or pricing data or information other than cost or pricing data will be required for modifications. The clause remains unchanged.

	OTHER THAN COST OR PRICING DATA MODIFICATIONS OCT 1997 and Section L.2. pg. 41	requirement for cost or pricing data, or delete this clause from the RFP based on subparagraph (a)(ii)(1) and B exemptions from cost or pricing data for the acquisition of commercial item.	
38	RFP Section I.1, Contract Clauses Incorporated by Reference, 52.227-16 ADDITIONAL DATA REQUIREMENTS JUN 1987, pg. 43.	Pursuant to FAR 27.406(b)(1), this clause is used only in situations, such as experimental or research contracts, where it is not feasible to ascertain all the data requirements at the time of contracting.  Recommendation: We recommend that HUD delete this requirement from the RFP.	FAR 27.406(b)(1) does not restrict the use of FAR 52.227-16 to only experimental or research contracts. It also may be used in developmental or demonstration contracts.
39	RFP Section I.17 (b), Additional Key Personnel Information, pg. 51	The referenced paragraph states that: "in the event that the performance of assigned contractor personnel or any substitutes ..."  Recommendation: Since this is in Section I.17, Additional Key personnel Information, we recommend that the first sentence of subparagraph (b) be modified to read "... assigned contractor key personnel ...".	The heading of clause I.17 of the RFP Section I.17 will be changed to read as follows: "ADDITIONAL PERSONNEL INFORMATION."
40	Reference RFP Section I.1, Contract Clauses Incorporated by Reference, 52.227-16 ADDITIONAL DATA REQUIREMENTS JUN 1987, pg 43.	Pursuant to FAR 27.406(b)(1), this clause is used only in situations, such as experimental or research contracts, where it is not feasible to ascertain all the data requirements at the time of contracting.  Recommendation: We recommend that HUD delete this requirement from the RFP.	See our response to question no. 38 above.
41	I.3	Does HUD have a time period in mind for notice to exercise option(s)?	Section I.3 of the solicitation has been modified. Please see amendment no. 0002.
42	Ref. I.9 FAR 52.234-4	Earned Value Management System. EVM experts within Government and industry, as well as DoD policy, discourage the application of EVM on FFP contracts and agreements regardless of dollar value. Since cost exposure to the Government is minimized in an FFP environment, the administrative cost of applying EVM is considered generally not to be warranted. Schedule risk in an FFP environment can be managed in other ways, such as through the use of an Integrated Master Schedule (IMS). Given the DoD policy and experts guidelines, would the Government consider removing the EMS requirement from this RFP and resultant contract?	Per Federal Register Notice dated July 5, 2006, the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council believe it is not appropriate to exclude certain contract types from Earned Value Management System (EVMS) requirement in FAR. In accordance with OMB Circular A-11, Part 7, EVMS is required for major acquisitions for development regardless of contract type.
43	Section I.21 of the RFP	Discusses security processes for personnel with access to the HUD systems. Paragraph 2 specifies access to "mission-critical systems or sensitive information" ...	Yes. The core financial systems are mission-critical systems and contain sensitive information. There is no distinction made between the

		will need to be (1) a citizen, (2) a national of the United States, or (3) an alien admitted for permanent <b>residence</b> . Are the systems described in this RFP considered “mission-critical” or the information considered “sensitive”? Is there a distinction made between the Production system and the development, test, and other similar “non-production” systems? Specifically, will H1b visa status be acceptable to perform non-production related activities in the “non-production” systems.	production system and the development, test, and other similar “non-production” systems. The H1b visa status is <b>NOT</b> acceptable to perform non-production related activities in the “non-production” system environment.
44	RFP Section I.21 HUDAR 2452.239-70 ACCESS TO HUD SYSTEMS (NOV 2005) (Deviation)	According to Section I (pg 56 and 7) of the RFP, U.S. Citizenship or lawful alien status is required to perform “mission-critical” functions or functions involving “sensitive information.” Please identify which in-scope functions are mission-critical and which functions involve sensitive information. What will citizenship/security requirement for the tier 1, 2 and 3 help desk contractors be? For instance, if a tier 1 help desk person will only be answering questions on how to do something in the application but will not take control of a user’s machine, do they need to be a U.S. citizen and/or have the same security background as a tier 2 or 3 HD person that might take control over a user’s machine?	Please see our response above. The security requirements applicable to help desk support are the same as stated above.
45	RFP Section J, Attachment 10, WBS Item 1.12 (Fusion Upgrade), pg 4.	We have noted that HUD has deleted references to Fusion throughout the main body of the RFP.  Recommendation: We recommend that HUD modify the Government’s WBS, item 1.12 to delete the reference to Fusion.	Section J, Attachment 10, WBS Item I.12 will be revised to delete reference to Fusion.
46	RFP Section - General	Does HUD intend for the help desk support requirements for HIFMIP products and services to operate independently of the current HITS help desk? Please explain the requirement for a HIFMIP contractor to ‘provide connectivity with the HUD National Call Center’?	Yes. The HIFMIP help desk is to operate independently of the HITS help desk. However, the HIFMIP help desk must be able to receive calls directed from the HUD National Call Center, as well as reroute misdirected calls back to the HUD National Call Center.
47		In order to reduce helpdesk costs, the offeror often proposes identifying client “superusers”, experienced in the functional aspects of PeopleSoft, to act as the first level of support to end users. These superusers would be the only individuals authorized to call the HUD National Helpdesk, who would escalate issues to offeror. Can the offer propose this approach in its proposal to reduce helpdesk support costs?	HUD expects potential offerors to propose an independent solution to our requirements and objectives included in the RFP and its attachments.

48	RFP Attachment 11 – Additional Metrics and Requirements to Supplement HIFMIP Requirements Documents	Page 4 – Is the FHD Disaster Recovery requirement included with the 10/01/07 Go live date?	Yes. The FHA Disaster Recovery requirement is included with the 10/01/07 GO LIVE date.
49		Does FHASL currently use the EPM Warehouse and workforce analytics? If yes, please provide user counts for these modules.	The FHASL does not currently use EPM Warehouse and workforce analytics.
50	RFP Section J, Attachment 15, CDRLs, pgs 1-5.	Attachment 15 does not identify the requirement to develop, submit for approval, and maintain a Configuration Management Plan. Given the importance of configuration management throughout the HIFMIP evolution, stated objectives in the SOO, and references to CM throughout the RFP, we believe the successful bidder should be required to submit a CM Plan to HUD for review and approval.  Recommendation: We recommend that HUD add a CDRL requirement for delivering a CM Plan (referencing SOO paragraph 4.1.1 and 4.1.2) after contract award.	The CDRL list is only a short list of required CDRLs. As the offeror develops their Performance Work Statement they should be identifying additional CDRLs. For example, Section L of the RFP requires the offeror to define their approach to apply Configuration Management and change control strategies, processes, and tools. If an offeror proposes a task to manage the configuration or the change control process to manage process and report changes, they should identify an output for that task such as the Configuration Management Plan and/or the Change Control Board (CCB) Processes, which should be identified as a CDRL in their proposal.
51	RFP Section J, Attachment 18, section 4.1.3	Current and estimated users. Attachment 18, section 4.1.3 references 1100 current HUD users (exclusive of FHA). Attachment 11 states about 1500. Please clarify.	Attachment 11-user estimate includes users for OCFO, FHASL, Ginnie Mae, and OFHEO.
52	RFP Section J, Attachment 19 – Updated HIFMIP Roadmap Executive Summary and Attachment 24 – HIFMIP Roadmap (with Attachment A – HIFMIP Roadmap Executive Summary) various pages	The RFP incorporates the Roadmap as attachment 24; however, the scope of the Roadmap is much broader than the RFP Scope of Work.  Recommendation: We recommend that HUD establish a precedence list such that when differences between Sections L and M of the RFP, the SOO, and other attachments are identified, then the RFP Section L, then M, then the SOO takes precedence followed by Attachment 19, and then attachment 24. For bidding purposes, we believe the SOO is the guiding document for developing our capability response, the PWS, and our pricing activity. We are using the Roadmap Executive Summary and the earlier version of the Roadmap as reference documents	The RFP and the SOO take precedence over attachments 17, 18, 19, 24 and 25.  For clarification purposes, Section L of the RFP provides Instructions, Conditions, and Notices to the Offeror. Section M of the RFP contains the Evaluation Criteria.

		only.	
53	RFP Section J, Attachment 19 – Updated HIFMIP Roadmap Executive Summary and Attachment 24 – HIFMIP Roadmap (with Attachment A – HIFMIP Roadmap Executive Summary. Various pages.	There are differences between Attachment 19 and 24. For example, the Roadmap (Attachment 24) states on page 12 that the initial ICFS implementation at the COE is targeted for October 1, 2007 rather than 2009 (Attachment 19). Recommendation: We recommend that HUD update attachment 24 to be consistent with attachment 19 and delete the Appendix A to attachment 24.	HUD fully expects the dates found in Attachments 19, 24, and 25 to be modified based on contract award data and proposed implementation dates.
54	RFP Section J Attachment 19 – Updated HIFMIP Executive Summary Page A-29	Please confirm the following timeline. Are these dates still valid? If not, what dates should we plan? 10/01/07 Contract Award 07/01/08 Go Live ICFS 10/01/08 Functional Migration HUDCAPS 01/01/09 FHASL Integrate with ICFS 10/01/09 Ginnie Mae Integrates with ICFS	Offerors can assume a contract start date of June 01, 2007.  HUD expects offerors to propose a timeline based on their performance work statement. Attachment 19 is provided as a guideline.
55	RFP Section J, Attachment 20, “ICFS Security Plan,” Section 3.3 “Production, Input/ Output Controls,”	Pease clarify what are the security requirements?	Security requirements are found in the RFP and in the SOO as well as references to NIST and OMB security requirements in RFP Section C.7.
56	Reference RFP Section J, Attachment 24 – HIFMIP Roadmap Section 5-3, pg 5-9 and Attachment 25 Legacy Systems Disposition Plan, pgs 6-16 and B-22.	The status of CAPS interfaces are not consistent between the two referenced attachments (e.g., the Roadmap states that CAPS will be interfaced with ICFS in 2008 and the Disposition Plan states that there will be “No Action” for CAPS until 2012 when it is integrated with HIRTS or ICFS).  Question: Which date is HUD planning to establish the CAPS interfaces?	HUD fully expects the dates found in the Attachments 19, 24, and 25 to be modified based on contract award date and proposed implementation dates.  The Legacy Systems Disposition Plan (LSDP) pgs. 6-16 identifies that CAPS may also be eliminated. Page 6-51 of the LSDP also states that the enhanced HIRTS interface or integration with ICFS may eliminate CAPS and related interfaces. More specific information is unavailable at this time.
57	Section J, Attachment 24 – Appendix A: HIFMIP Roadmap Executive Summary and Attachment 14 – COTS Product Suite/Government Fit Gap Analysis, Attachment 14, HIFMIP Phases	The HUD Integrated Financial Management Solution requires the licensing of the following additional PeopleSoft product suites: Enterprise Performance, Management Suite Human Capital Management Suite, in particular the Learning Management module. The HIFMIP Phases and States table in attachment 24, page A-5, identifies the implementation timing for all but one of the modules listed in Attachment 14. The Learning Management Module is identified	The offeror is expected to complete the Fit-Gap Report to determine what additional PeopleSoft modules may be needed, what bolt-ons should be proposed, what customizations may be necessary, etc. Attachments 14 and 33 summarized the fit-gap PeopleSoft confirmation performed for HUD and are provided as background. The offeror is expected to propose the timeframes for implementations of additional

	and Stages; Page 1 Attachment 14 Text	as a PeopleSoft module that is required for the HIFMIP solution. Please validate where the Learning Management module should be included in the HIFMIP Phases and Stages table in attachment 24.	modules based on their own Fit-Gap analysis and implementation expertise.
58	RFP Section J, Attachment 27	This document provides information related to the current FHA infrastructure and application environment. Section 2.3 of the attachment indicates “The infrastructure for FHASL will contain all elements of development and test architectures to support financials, CRM and RM, and Portal thru 2006.” Can we assume that all four pillars are considered in scope for FHA? Please provide any clarifying detail.	The FHASL currently uses PeopleSoft Financials in production. PeopleSoft Revenue Management will be implemented in 2007. However, Financials, Revenue Management, CRM, and Portals are all “in scope.”
59	Reference RFP Section L.16 AS 2102 Limitation on Size of Technical Proposal, pg 71.	Paragraph (b) states that text size shall be no less than Times Roman 12 point. Paragraph (c) states that text for tables, charts, graphs, and figures shall be no smaller than 8 point.  Recommendation: Please confirm that Arial fonts may be used for text, tables, charts, graphs, and figures as long as the font is no smaller than the stipulated point size.	Yes. Arial fonts may be used for text, tables, charts, graphs, and figures as long as the font is no smaller than 8 point.
60	RFP Section L.16 AS 2102 Limitation on Size of Technical Proposal (b), pg 71.	Paragraph (b) states that the size for the Fit Gap report be 8.5x14 inches (legal size) with scaling set at no less than 70%.  Recommendation: Request this paragraph be modified to allow for printing the Fit Gap Report on 11x17 foldouts (while keeping the minimal 70% requirement).	The requirement as stated in section L.16 of the final solicitation remains unchanged.
61	Table 1 on Page 73 and I.16 AS 2102 Limitation on Size of Technical Proposal instructions on page 71 (a): RFP	“Offerors shall limit Volume 1 (Executive Summary) and 2 (Mission Capability) of their initial offers to 100 pages as shown in Table 1 – Proposal Organization except for the information specifically exempted in Table 1 – Proposal Organization. Offerors are cautioned that if Volume 1 of their offers exceeds this page limitation, the Government will evaluate up through the permitted number of pages only. Pages beyond that limit will not be evaluated.” Table 1 shows an 8-page limit for the Executive Summary and a 92-page limit for Mission Capability (excluding Past Performance). Please clarify which page limits apply to these two sections.	Volume 1 – 8 pages (i.e., anything after page will not be evaluated).  Volume 2 – 92 pages (i.e. anything after page 92 will not be evaluated).  The maximum page limit for volumes 1 and 2 are 100.
62	RFP page 73, Section L.17, Table 1 – Proposal Organization	The third column of this table defines the number of Hard copies and CD ROM copies required. In addition to the 10 copies each for the complete Volume 2, the table appears to define separate 10 hardcopy/CD ROM deliverables for	HUD expects to receive one (1) original document and nine (9) copies.

		sections 2A, 2B, 2C and 2D, respectively. Please clarify.	
63	RFP Section L.17(b) Proposal Organization Table 1, page 73 and Section L.17(c) Volume 2; Mission Capability paragraph (3), page 75	The narrative summary requested in Section L.17© requires a “concise summary of the entire proposal” as well as “organizational charts of your company and any prime/team subcontractors” within two pages. Additionally a Master Table of Contents for the entire proposal is requested. Recommend that the narrative summary for volume 2 be focused on the salient key or unique features of the Mission Capability Volume only. The Volume 1 Executive Summary should span the breadth of the entire proposal. We also believe that while a team organizational chart should be included in the volume 2 summary (overview), the detailed organizational charts for out team should be presented in section 2B – Management Capability and Approach. Given the anticipated detail of these organization charts, we also request that they be excluded from the page count for volume 2.	L.17 (c) of the solicitation will be revised in modification no. 02 as shown below:  (3) Narrative Summary – Must be identified as Volume 2 Section 1. Provides a concise summary of Volume 2 sections highlighting any key or unique features. In addition, the Narrative summary should include a team organizational chart.”  Volume 1 – Executive Summary: “Must include a master table of contents for entire proposal. The master table of contents will not count toward the page limitation. Must be identified as Volume 1 and contain a brief introduction to the offeror’s technical proposal. The offeror must describe all assumptions made in preparing its technical proposal.”
64	RFP Section L.17(b)(4)(d) Volume 2 Section 2A – Technical capability and Approach, Para 10, page 79 and Section J Attachment 1, SOO paragraphs 4.5.1, 4.5.2 and 4.5.6, pg 21 and 22	FHA and GNMA have already implemented some aspects of the PeopleSoft product, for which offerors are required to provide hosting and sustainment support prior to ICFS integration. Recommend that HUD provide an inventory and description of the FHA and GNMA RICE elements that have been developed and will be in scope for the hosting and sustainment support.	The FHASL currently uses PeopleSoft Financials in production. PeopleSoft Revenue Management will be implemented in 2007. However, Financials, Revenue Management, CRM, and Portals are all “in scope.”  Ginnie Mae information was to be provided prior to executing the option to integrate Ginnie Mae.
65	RFP Section L.17 (b)(4)(e) Volume 2 Section 2B; Management Capability and Approach, paragraph 8(a), pg 83.	The middle of paragraph 8.a. has a reference that states “(see section 4.8.9)”. The reference is not specific as to which document or portion of the RFP bidders are to review. Recommendation: We recommend that this parenthetical reference be clarified to specify which document should be used or delete this reference.	The reference will be changed to read as follows:  “L.17, Volume 4, paragraph (n).”

66	RFP Section L, Table 1, pg. 74 and volume 4, pages 97-98, section (k)	Table 1 on page 74 and volume 4 instructions on pages 97-98, section k – Hardware/Software List and Licenses, (1) Due Diligence Checklist, and (o) CLIN Breakdown Template. These three documents are not listed in Table 1, which sets the page limit for each document in volume 4. What are the page limits for each of these three documents?	The solicitation will be amended to add these three (3) documents under “Documentation” with no page limitations (NPL): as, o. Due Diligence Checklist p. Hardware/Software List and Licenses q. CLIN Breakdown Template
67	Reference RFP Sections L.17 (c) Volume content instructions, various pages; and Section M, Evaluation Factors, various pages.	<p>There are several inconsistencies between the Section L and the Section M evaluation criteria. For example:</p> <ul style="list-style-type: none"> <li>▪ Section M does not mention any of the documents in Volume 4 (e.g., evaluated for consistency between IMP, IMS, PWS, CWBS, and pricing).</li> <li>▪ Section B and the second paragraph under the Volume 5 instruction identify Optional CLINS for the base year and Option Period 1. The evaluation criteria do not identify the base year or Option Period 1 CLINs within the table in Section M6.</li> </ul> <p>Recommendation: We recommend that HUD update Section M to be consistent with Section L requirements.</p>	<p>All information requested in Section L may be used for input in the Section M evaluation criteria.</p> <p>The Optional CLINs identified in the base year and Option year 1 which contain a “TBD” designation will not be evaluated as part of the offeror’s overall price.</p>
68	Section L.17 subsection g. “Volume 2, Section D – Past Performance”; page 91, paragraph 2 and page 111 – Section M.5 subsection f. “Factor 4: Past Performance”	<p>Given unique capabilities of the PeopleSoft Government product, combined with the need to support HUD’s public sector financial processes and unique regulatory reporting requirements, the complexity of migrating multiple government legacy systems, incorporating government security requirements, the unique nature of designing and implementing new financial management processes and successfully executing a change management program for a government agency is significant. Would the government consider revising the requirements and evaluation criteria to provide substantial weighting to vendors with demonstrated past performance in implementing PeopleSoft Public Sector Financials for a Federal Government entity?</p>	No.
69	RFP Section L.17 (5)	Section L.17(5) states that the volumes need to be delivered in 3-ring binders. Given the page count limitation of Volume I, Executive Summary, and the tie made between Volume I and II that together they cannot exceed 100 pages, excluding stipulated required material that has no page count limit associated with it, would the	Yes. Volume I may be spiral bound separately.

		government consider allowing Volume 1 to be spiral bound (separately); or bound together in the same binder as Volume II and the book then labeled Volumes I and II?	
70		HUD expects the HIFMIP contractor to establish connectivity with the HUD Wide-Area-Network. If the ICFS is architected to enable and leverage web-access, what does HUD envision as the purpose of this Wide-Area-Network connection?	By including the ICFS in a dedicated point-to-point connection to HUD's network, we can ensure that this major mission-critical system with sensitive data is operating within our firewalls in a secure and protected telecommunications environment that meets agency and government wide security requirements. In addition, the dedicated secure connection facilitates secure data transfer, secure on-line interfaces, off-line interfaces, and reliable services; and will mitigate future implementations of security mandates, such as HSPD 12, that will require even a higher level of security and access controls and will be more feasible to implement for ICFS,
71	Paragraph 4.2.34	HUD requires the contractor to 'Reconcile the FHA-Subsidiary Ledger PeopleSoft implementation to HUD OCFO business needs and requirements', including documenting the results of the comparison and determine the optimal path for OCFO ICFS implementation to leverage lessons learned from FHA's core financial system modernization initiative. What data will HUD provide regarding the FHA-Subsidiary Ledger PeopleSoft implementation to make this possible?	Several documents have been attached with the RFP (Attachment 27 through 31) to assist to this end. In addition, the successful offeror will be able to meet with HUD staff to gather additional information and to review FHASL configuration.
72	Paragraph 4.3.19.1	This paragraph defines the security capabilities and characteristics of the ICFS and future enhancements. The requirement for the ICFS to be fully compliant with OMB, NIST and HUD Security Policy is understood. To meet these standards, access to the ICFS can only be accomplished through a HUD desktop on the HUD network that has appropriately configured firewalls. Does this mean that access to the ICFS will be restricted to HUD desktops on the HUD network and that remote access to the ICFS can only be accomplished through a secured VPN connection to the HUD network to ensure the protection of HUD financial data? Is the ICFS contractor responsible for providing, maintaining and supporting all network infrastructure components necessary to provide a fully secured connection for off-network devices to the ICFS hosting site?	The costs for communications links, equipment refresh, integration with the HITS network (as needed), and Disaster Recovery will be the responsibility of the successful offeror. Per the requirements of this RFP and its resulting contract/interagency agreement pertaining to hosting services for ICFS, the costs will be the responsibility of the successful offeror.

		Is the responsibility for the infrastructure necessary to support the specified PeopleSoft architecture solely the responsibility of the bidder? If HUD chooses to separate hosting services, presumably to have the application hosted at a shared service provider (SSP), or will the costs for infrastructure, communications links, equipment refresh, integration with the HITS network, and Disaster Recovery be the responsibility of HUD or the ICFS hosting contractor?	
73		To what extent do you expect the contractor to do Business Process Reengineering tasks? Is this work restricted to processes that facilitate the migration to PeopleSoft and/or are necessary for its implementation, or is a more general reengineering effort expected?	HUD anticipates that potential offerors have knowledge and/or experience that will allow them to propose business process reengineering (BPR) as part and parcel of their proposed solutions that we expect will be offered. Any costs associated with the offeror's proposed BPR activities are expected to be included with each offeror's proposed firm fixed price.
74		Will any interfaces to legacy systems be required post-transition? If so, can HUD describe the number, type, and frequency of interactions required?	Yes. Interfaces to legacy systems are likely to be required after the base period. Please refer to Attachment 25 HIFMIP Legacy System Disposition Plan and to Attachment 17 Data Requirements Document for more interface information.
75		There is no detail about the integration with other agencies that is required post-implementation. Without information about the software used by these external entities and the interactions required with them, a bidder might be assuming the responsibility of building and deploying a middleware system encompassing separate servers, software, network links and customization (which is prohibited.) This would add significant scope, as well as cost, to the proposal. HUD needs to provide data to allow the bidder to produce a firm fixed price for these tasks.	Interfaces with other agencies are planned. Information regarding these interfaces may be found in Attachment 17, Data Requirements Document and Attachment 25, HIFMIP Legacy System Disposition Plan.
76		Will the bidder be required to provide for disposition of the legacy system?	No.
77		Is the OFHEO SIMS platform stand-alone or being integrated into IFMS?	Please refer to Attachment 24 HIFMIP Roadmap for HIFMIP OFHEO plans. Basic response is that over time IFMS will be hosted on the same version of an Oracle platform, and OFHEO will be integrated with IFMS at that time.
78		Will the SSP be required to complete and deliver a NIST 800-26 self-assessment questionnaire annually as part of FISMA	As stated in the SOO, Section 2.2: "The system must be compliant with ..., the Federal Information Security

		compliance?	Management Act (FISMA)...” As stated in the RFP, Section C.7: “The contractor shall comply with the latest version of any applicable standard ...” Also note SOO objectives 4.2.11, 4.2.13 and 4.2.14 pertaining to this question.
79		If HUD is responsible for the NIST 800-26 and C&A documents, will the SSP be required to allow access to the hosted environment, policies, procedures, and staff in order for the HUD certification team to conduct C&A testing?	Please refer to the SOO Section 4.2.11.
80	SOO – General	Both terms” SSC” and “SSP” are used throughout the Statement of Objectives. We assume that the terms are being used interchangeably and that either a public or a private service center is acceptable to HUD. Is this correct?	Yes. Either a public or private Shared Service Center (SSC) or Shared Service Provider (SSP) is acceptable to HUD. SSC refers to the facility. SSP refers to the provider organization.
81		Will HUD systems contain Personally Identifiable Information that is applicable to Gramm-Leach-Bliley act?	Yes. Some HUD systems contain personally identifiable information applicable to the “Gramm-Leach-Bliley Act.”
82	RFP page 75, Section L.17(c)(3) Vol 2 - Section L.17	Table 1 limits the Mission Capability Narrative Summary to two pages. This Narrative Summary is to also include company (prime and subcontractor) organization charts. We do not believe Organization charts will add clarity to the Narrative Summary, and recommend these organization charts be required in Section 2B <i>Management Capability</i> , or that the Narrative Summary page allocation be increased to 4 pages.	See our response to question no. 63 above.
83	RFP page 91, Section L.17(4).g.1	Past Performance - This section requires references for “... <i>all</i> on-going contracts ...” of the Offeror and major subcontractors. This appears excessive. Recommend the wording be changed to read “... <i>all relevant</i> on-going contracts ...” Additionally, recommend the Government place a ceiling on the number of relevant references discussed.	Paragraph (2) will be revised to include the word “relevant” as follows:  (1). The offeror and subcontractor(s) expected to receive 20% or more of the work must provide a list of references for all on-going <b>relevant</b> contracts, and contracts completed not more than three (3) years prior to the date of release of this solicitation for HIFMIP Integration and Hosting services. The references provided must demonstrate performance relevant to the performance requirements specified in this solicitation.
84	RFP page 95, Section L.17(4), Volume 4 Documentation -	This section lists 3 documents: the Hardware/Software List and Licenses, the completed Due Diligence Checklist, and the CLIN Breakdown Template, that are not	See our response to question 66 above.

		included in Table 1, page 74, for the Documentation volume. To avoid confusion, recommend these documents be added to the Table 1 list as <i>Documents with No Page Limitations</i> and be annotated as items o, p and q, respectively.	
85	RFP page 99, Section L.17(4), Volume 5 Price Proposal -	Paragraph 2 states that “The Additional Optional CLINs ... may be required by the Government at any time during the life of the ... contract.” Recommend the Government add guidance that the CLIN should be priced using current year rates, and will be adjusted to accommodate annual escalation increases that have accumulated at the time the task is implemented.	This solicitation is being conducted competitively on a fixed price, best value basis. Therefore, the Government expects offerors to use its best business judgment when developing its price/cost proposal.
86	Ref. L.17 Proposal Preparation	Please confirm that the term "offerors" applies to the "prime contractor" and that proposal instructions that include information that the "offeror" must provide are referring to the "prime contractor"? If this is not correct, could the Government provide further detail about what subcontractors are expected to provide, particularly with regard to the price proposal?	Yes. The term ‘offeror’ applies to the prime contractor. Because the Government has no privity with the prime’s proposed subcontractors, we offer no guidance on pricing or other activities subcontractors may provide.
87	Ref. L.17, Volume 5	Price proposal (paragraph 18) which states that the fixed price will include all necessary personnel, equipment, facilities, services and travel, etc. and Ref. SOO, Paragraph 6 Travel which provides locations for travel but not numbers of trips by year. It will be difficult to provide a fixed price inclusive of travel without more specificity around how many trips would occur annually. Can the Government provide more specifics about the travel to aid contractors in developing their fixed price?	Section 6 of the SOO refers to expected sites to conduct training. Depending on the offeror’s training approach, 1 or more trips may be necessary during the base and option periods. In addition, section L.17, Volume 5 of the RFP refers to all travel associated with the offeror’s approach.
88	RFP page 86, Section L.17(4).f.5 Functional Capabilities; RFP page 109, Section M.5.e -	Evaluation Factors In Section L the Government identifies 6 major Functional Category Areas (FCAs), cautioning that discussion be limited to no more than 5 pages for any of these FCAs. This caution suggests the Government expects that most of the 30 page Functional Capability section be devoted to discussing the 6 FCAs.	Section L.17 (4).f.5 will be revised to delete the following sentence:  “A maximum of five pages per major functional category is permitted and must be contained within the Functional Proposal page count as identified in Table 1.”
89	RFP page 103 Section M.2 Mandatory Pass-Fail Factor	The Government Mandatory Pass-Fail Factor states “The Offeror must demonstrate ... they will specifically transition our legacy financial functions and data to the Peoplesoft COTS modules.” We want to make sure we place our discussion of this factor where the government expects to find it. However, none of the 45 Section L guidance subparagraphs nor the 44 Section M evaluation subfactors specifically	The Government expects the contractor to address the Mandatory Pass/Fail criterion in Volume 2, paragraph 1, Section 2A – Technical Capability and Approach and paragraph 19 of the same volume.  Furthermore, volume 2, section 2A, paragraph 1 states: “Offeror’s description shall include an

		call out this issue for discussion. For purposes of clarity regarding a very important issue, request the government give specific Section L guidance as to where to discuss this Pass-Fail Factor, and that Section M clearly define the evaluation subfactors that will contribute to a Pass-Fail decision.	<p>explanation of the offeror’s proposed approach to designing and developing the proposed architecture and the identification of what is needed to successfully integrate the PeopleSoft COTS product and system solution into the HUD ICFS architecture ...”.</p> <p>Paragraph 19, instructs the offeror to submit the Fit-Gap Report. This report, when submitted by the offeror in their proposal, demonstrates where the required financial functions and processes are met by the PeopleSoft COTS modules according to the offeror’s approach. This information will be used to determine the Pass-Fail decision.</p>
90	RFP Page 105	The RFP requires that offeror’s provide their approach for obtaining, installing and configuring all hardware, software and network equipment at the Shared Service Center, at HUD, and at the System’s Integrator’s facility. Can it be assumed that any equipment that is necessary in support of the offeror’s solution will be integrated into the HITS network?	No. It cannot be assumed that any equipment that is necessary in support of the offeror’s solution will be integrated into the HITS network.
91	RFP Section L, Volume 2. B item 1	The offeror shall describe the proposed approach for applying rigorous project planning and management to the ICFS. The offeror shall: describe the proposed overall ICFS specific project work plan (PWP) also referred to as the Integrated Master Plan (IMP) inclusive of program task identification and description, Integrated Master Schedule (IMS) inclusive of task decomposition, and Risk Management Plan.” Please explain the difference between IMS and ITM.	We do not understand the reference to “ITM” in this question. The abbreviation ITM is not used in our solicitation. Documentation for IMS, IMP, etc. is described in section L, Volume 4 – Documentation of the RFP.
92	RFP Section L, Volume 2 (2), Page 75	<p>a) Please clarify your instructions regarding the Narrative Summary for the Mission Capability. Did the government intend a two-page limit to fulfill the RFP requirement for an organization chart of the entire proposal, organization charts of the prime contractor’s company, and of subcontractor companies, and a narrative description of “entire proposal, including significant risks, and a highlight of key or unique features.”?</p> <p>b) Does the government request an organization chart of the companies on the team, or an organization chart of the project delivery team?</p>	<p>(a). See our response to question no. 63 above.</p> <p>(b). Organization chart of the project team.</p>
93	RFP Section L, Vol	In some cases, a new technology may be	Pursuant to clause H.12, the

	5 (9)	more beneficial to the Government than upgrades or enhancements to existing technology. If this is the case, and the government wants the new technology, will the government provide an equitable adjustment in price for it?	Government strongly recommends that the offeror consider such a situation when developing its price/cost proposal for CLINs 2008, 3008, 4008, 5008, 6008, 7008, 8008 and 9008. However, if such a situation arises, and the Government concurs that the introduction of a new technology is warranted in given cases, the successful offeror may be entitled to an equitable adjustment.
94	Section M	Section M lists 13 separate evaluation subfactors for the Functional Capability evaluation factor. If all subfactors are equally important, each would initially be allocated approximately 2-1/2 pages for discussion. Clearly, this would not meet the Government's expectations for discussion of major FCAs. To assist the offerors in properly allocating pages to those evaluation subfactors the Government thinks are important, recommend the Government prioritize the evaluation factors in the same way it has prioritized the higher level factors (i.e. subfactor 5 is equally important as all the other 12 subfactors; the remaining 12 subfactors are all equally important (internal to HUD).	No change. The solicitation remains unchanged.
95	SOO Attachment 1	The referenced paragraph 3.0 (4 <sup>th</sup> line) addresses programmatic and performance data that will be extracted from organizational systems and included as part of a future HUD financial data mart. Please clarify that bidders are only required to price the extraction of the data as described in SOO paragraph 4.5.9 (Example #2) and not required to price the implementation of the future HUD financial data mart.	The offeror is not required to price the implementation of the future HUD Financial Data Mart.
96	SOO 4.2.18	Calls for development, configuration, integration, staging, testing, and sustainment instances. Are these the anticipated independent, on-going (post-deploy) instances? Is "sustainment" = production? How often must each instance be refreshed?	The offeror is expected to propose instances and subsequent refreshes as they believe best support HUD's solicitation needs.  Sustainment = Operation and Maintenance
97		Backup/Archive requirements – what is the frequency and retention requirements for back-ups? How quickly must restore requests be honored?	ICFS Data Retention is addressed in the Data Requirements Document, Section 2.4 (Attachment 17). Attachment 11 has more information on Disaster Recovery metrics.
98		User locations – "81 field sites" – What are the sites/where are they located? Can HUD provide user/site breakdown?	<a href="http://www.hud.gov/localoffices.cfm">http://www.hud.gov/localoffices.cfm</a>  Offerors can find the requested information at this internet site.
99	SOO, Section 4.2.30, page 14	The government states that system tests should include real-time interfaces. What is	HUD defines real-time interfaces as: interactive dynamic exchange of

		the government's definition of real-time interfaces?	information (data) between 2 systems at the point of data entry.
100	SOO 4.2.18	PeopleSoft instances calls for development, configuration, integration, staging, testing, and sustainment instances. Are these the anticipated, independent, on-going (post-deploy) instances? Is "sustainment" = production? How often must each instance be refreshed?	See our response to question no. 96 above.
101		Do the required HUD environments (e.g. test, etc) at the SSC need to fully mirror the production environment in terms of performance and data storage?	The Government expects the contractor to use their experience/knowledge/background to propose a solution when meeting HUD environments.
102		Please identify any "third party software" (e.g. Crystal Reports, Cognos, Autosys, Stat!, etc) not included in the above lists or the RFP that will need to be hosted.	HUD expects the offeror to propose any "third party" software solutions necessary to meet its objectives for an Integrated Financial Management Solution (IFMS).
103	In the RFP, Volume 2B, Section C, Item 13, page 89,	Can the government elaborate on the requirements desired for an automated re-certification process?	HUD has not identified specific requirements for an automated re-certification process. Potential offerors must propose based upon their knowledge and/or experience, the best solution to meet HUD's HIFMIP requirement for an automated re-certification process.
104	Page 84 (Volume 2 - Section 2B) #9 discusses life-cycle documentation and program deliverables.	The paragraph requests the offeror to "... identify the deliverables in outline fashion (table of contents) by tasks/phases: The document outlines (Table of Contents listings) could be quite lengthy and in some cases will be the HUD SDM templates. Do the outlines count as part of the page counts for this section? Would the government consider identifying the documents by topic only?	Document outlines will have no page limit. HUD SDM templates do not need to be included.