**BUSINESS and DECISION ATTACHMENT I**

**SUMMARY OF MINIMUM REQUIREMENTS**

Please provide a yes/no (Y/N) in the yellow shaded area, indicating your ability to meet requirements. If an item is left blank, you will be implying that your company cannot meet the requirement(s), and your proposal may be eliminated from evaluation. This document will be used to evaluate respondents as described in Section 3.2 (Evaluation Criteria), Step 1.

|  |  |  |
| --- | --- | --- |
| **Item** | **Requirement Description** | **Respondent Answer** |
| 1 | The Respondent’s proposed solution(s) must have been successfully implemented in at least one other State Department of Correction with similar offender population size. | **Yes** |
| 2 | The Respondent’s solution must have the ability to at least interface with marketing leading platforms such as Microsoft Dynamics, Salesforce, etc. | **Yes** |
| 3 | The Respondent’s solution must be configurable, scalable, and expandable and include iterative development and implementation sprints or cycles. | **Yes** |
| 4 | The Respondent’s proposed solution must be maintainable (either by the vendor or the State) with the ability to enhance and upgrade as needed and determined by the IDOC. | **Yes** |
| 5 | The Respondent’s proposed solution must allow for mobile capabilities. | **Yes** |
| 6 | Resources identified as key staff must have successfully implemented the proposed solution for at least one other State Department of Correction with similar offender population size. | **Yes** |
| 7 | The Respondent’s proposed team must include a Project Manager that is a PMI certified, Project Management Professional (PMP). | **Yes** |
| 8 | If applicable, the Respondent’s proposed COTS vendor must have worked together on development and implementation in at least one other State Department of Correction on a similar project with similar offender population size. | **Yes** |
| 9 | The Respondent’s proposed team must assume resources will be onsite at IDOC Central Office for approximately 80% of the hours spent on the project, weekly for the assigned project manager and for a technical resource are to be onsite, while other resources onsite as agreed-upon between the client and Respondent. | **Yes** |
| 10 | The Respondent’s key resources whether remote or onsite, must be available at a minimum 8:00am – 5:00pm, Eastern Time Zone. | **Yes** |

If Respondent is unable to respond YES to all Minimum Requirements but believes they have an alternative solution, please provide Requirement number, Section number, and alternative solution with an explanation. Alternatives will be reviewed and considered by the State as to whether they satisfy the minimum requirements.

|  |
| --- |
|  |