

FIN19001-REVENUE

Integrated Revenue Administration System
Pre-Bid Conference



Agenda

AUGUST 21, 2PM

- Kickoff
- Procurement (5-10 Min)
- Project Overview (5 min)
- Introduction & Project Organization (5 Min)
- Technical Overview (10-15 Min)
- Proposal Instructions (5 Min)
- Timeline (3 Min)
- Q&A

Procurement Overview

GOVERNMENT SUPPORT SERVICES

- Overview
- Process
- Timeline
- Restrictions
- Communications

MICHAEL BACU

GOVERNMENT SUPPORT SERVICES

100 ENTERPRISE PLACE STE 4

DOVER DE 19904

michael.bacu@state.de.us

Project Overview

DIVISION OF REVENUE

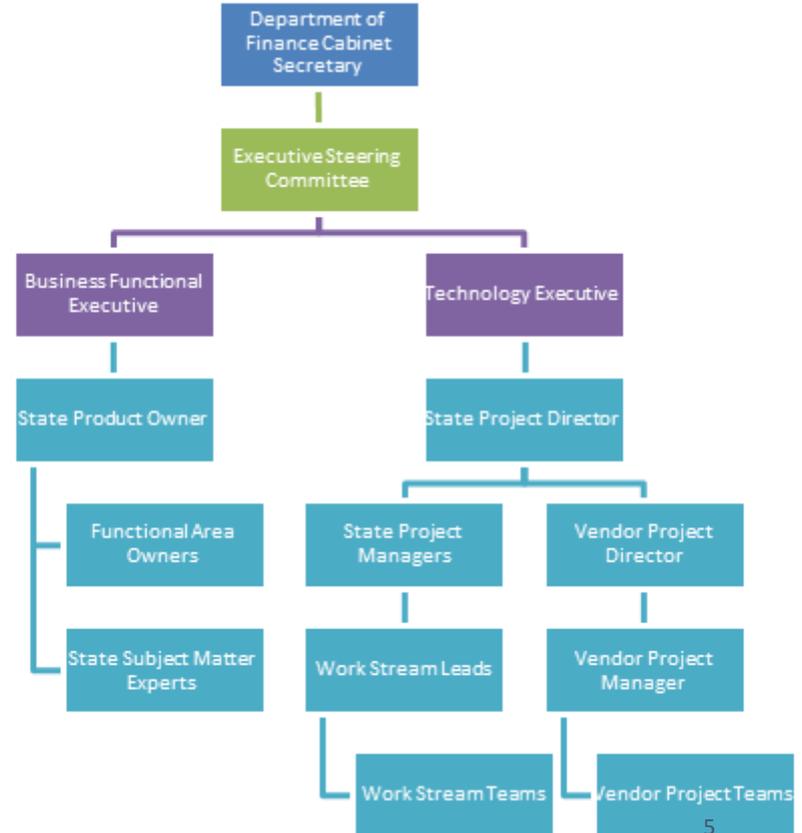
- Tax Overview
 - Income
 - Business
 - Trust Fund
- Organization Overview
- High-level Goals
 - Replace Tax Processing
 - Optimize Business Processes
 - Increase Revenue Collection
 - Improve Reporting and Analytics
 - Adopt Best Practices
 - Expand and Enhance Fraud Processes

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Introduction & Project Organization

- Rick Geisenberger (Cabinet Secretary)
- Rebecca Goldsmith (Deputy Secretary)
- Jennifer Hudson (Director of Revenue)
- Mike Womer (Technology Executive)
- Kathy Revel (State Product Owner)
- Charles Campbell-King (Deputy Director)
- Bob Devestine (State Project Director)
- Pete DeYoe (State Project Manager)
- Daniel Forsee (State Project Manager)



- Project Organization
- Overview of RFP sections
 - Mandatory Requirements
 - Sections Overview
 - No Cost Except in Attachment 9
 - How to Highlight Exceptions
 - Scoring Overview
- Anticipated Project Releases and Phases
- Technical Goals
 - Hosted / On-Premise
 - Post-Deployment & Product Support
 - Data Collection/Reporting
 - Adaptability
 - Minimal Customization
 - Centralized Case Management
 - Compliance
 - Process Automation / Workflow
 - Self-Service Enhancements
 - Content Management
 - Disaster Recovery / Business Continuity

Proposal Response Instructions

RESPONSE ATTACHMENTS

Vendor Solution Overview and Profile Information Response

- 1.1 State of DE–DOR Transmittal Letter 
- 1.2 State of DE–DOR Executive Summary 
- 2 State of DE–DOR Vendor Profile (Form included as Attachment 2) 
- 2.1 State of DE–DOR Vendor Organization 
- 2.2 State of DE–DOR Vendor Financials 
- 2.3 Business References (Form included as Attachment 2.3 in RFP) 
- 2.4 State of DE–DOR Certificate of Good Standing 
- 2.5 Subcontractor Information Form (Form included as Attachment 2.5 in RFP) 

Vendor Response to IRAS Requirements

- 3 State of DE–DOR Business Requirements (Response spreadsheet included as Attachment 3 – Return in .xlsx format) 
- 4 State of DE–DOR Technical Requirements (Response spreadsheet included as Attachment 4 – Return in .xlsx format) 
- 5 State of DE–DOR Project Management and Related Requirements (Response spreadsheet included as Attachment 5 – Return in .xlsx format) 
- 11 Mandatory Requirements (Response spreadsheet included as Attachment 7 – Return in .xlsx format) 

Proposal Response Instructions

RESPONSE ATTACHMENTS

Vendor Response to IRAS Project Approach and Plan

- 6 State of DE-DOR Project Approach 
- 7 State of DE-DOR Staffing Requirements (Response spreadsheet included as Attachment 7 - Return in .xlsx format) 
- 8 State of DE-DOR Project Plan 

Vendor Response to Cost Requirements

- 9 State of DE-DOR Cost Proposal (Response spreadsheet included as Attachment 9 – Return in .xlsx format) 

Vendor Response – Standard Procurement Forms

- 10.1 No Proposal Reply Form (Included in RFP as Attachment 10.1 – Return in .pdf format) 
- 10.2 Non-Collusion Statement (Included in RFP as Attachment 10.2 – Return in .pdf format) 
- 10.3 Exceptions (Included in RFP as Attachment 10.3 – Return in .pdf format) 
- 10.4 Confidentiality and Proprietary Information (Included in RFP as Attachment 10.4 – Return in .pdf format) 
- 10.5 Office of Supplier Diversity Application (Included in RFP as Attachment 10.5 – Return in .pdf format) 

Proposal Response Instructions

RESPONSE ATTACHMENTS

Vendor Optional Response – Unclaimed Property

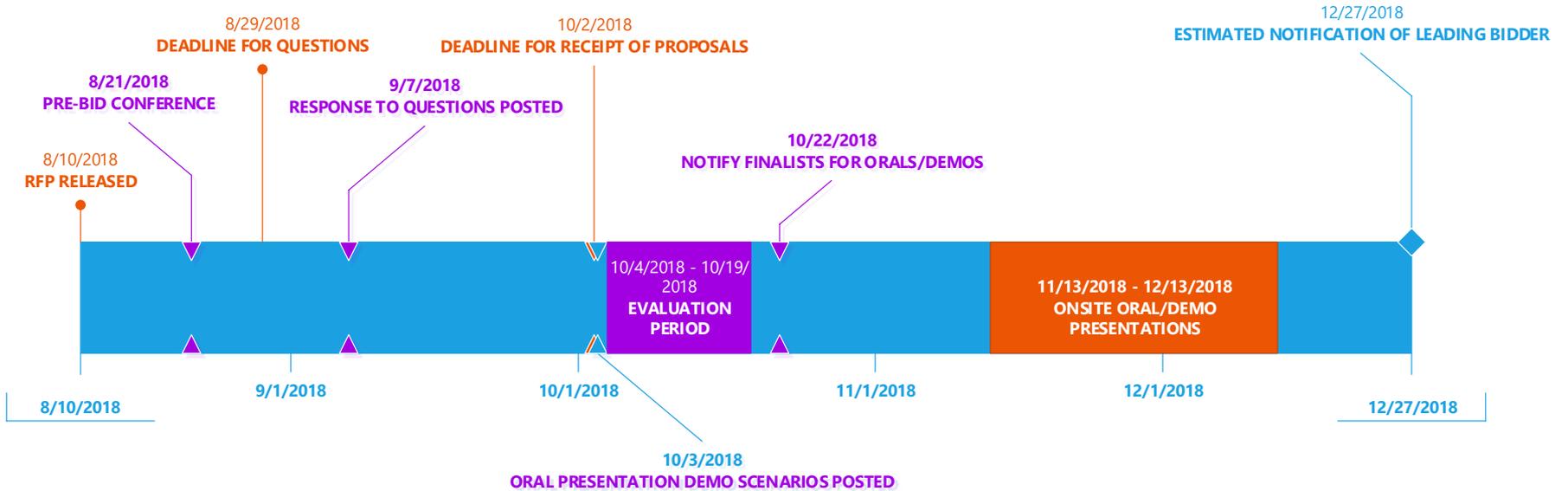
- 12 Unclaimed Property Questions (Included in RFP as Attachment 12 – Return in .pdf format) 

Vendor Response – Department of Technology and Information (DTI) Requirements

- 13 Department of Technology and Information Requirements (Acknowledge agreement to the DTI Requirements in the vendor's cover letter)
- 14 Delaware Cloud Services Terms and Conditions Agreement (Included in RFP as Attachment 14 – Return in .pdf format) 
- 15 Data Usage Terms and Conditions (Included in RFP as Attachment 15 – Return in .pdf format) 

RFP Timeline

INITIAL SCHEDULE



Q & A

