

Addendum No. 9

March 20, 2018

Back Office System (BOS) Request for Proposals (RFP)

Prospective Respondents: You are hereby notified of the following information in regard to the referenced RFP:

- Section A - Official revisions to the BOS RFP

All other terms, conditions and requirements of the original RFP dated October 10, 2017 remain unchanged unless modified by this addendum, or previous addenda to this RFP.

A. REVISIONS (Deletions are shown in red text strikeout mode and additions are in red text and underlined)

1. Replace item number 4 in 'Section 3.2 Preliminary System Design Procurement Phase and Evaluation, in Section I – Administrative of the RFP in its entirety with the following:
 4. Initial Submittals: Thirty (30) Calendar Days after the Preliminary Design Kick-off, all Short-listed Proposer(s) will be required to submit their ~~Preliminary Design Package containing: first~~ draft ~~of their~~ Requirements Traceability Matrix (RTM), draft Implementation Schedule, and draft project management documents, including the: Project Management Plan (PMP), ~~which will contain but not be limited to: a~~ Quality Management Plan (QMP), Project Communications Plan, ~~Document Deliverable and Management Plan, Change Management Plan,~~ Software Development Plan and Risk Management Subcontractor Management Plan as specified in the RFP.
2. Replace item number 7 in 'Section 3.2 Preliminary System Design Procurement Phase and Evaluation, in Section I – Administrative of the RFP in its entirety with the following:
 7. Final Submittals: Sixty (60) Calendar Days after the Preliminary Design Kick-off, all Short-listed Proposer(s) will be required to submit their complete Preliminary Design Package for evaluation by the Technical Evaluation Committee (TEC) and Selection Committee. The complete Preliminary Design Package will contain: Preliminary Design Document (PDD)/technical proposal, an updated RTM and an updated Implementation Schedule, as well as other documentation as described in **Section III Scope of Work and Requirements**, Section 1.3.1 Preliminary System Design Procurement Phase. The Preliminary Design Package, ~~and the~~

~~Price Proposal~~ shall be submitted ~~in a~~ separately from the Price Proposal in a sealed packages for evaluation by the Authority.

Note: Vendors will not be required to resubmit the project management documents (as specified in number 4 above) they submitted with the initial documentation submittal.

3. Replace item number 8 in 'Section 3.2 Preliminary System Design Procurement Phase and Evaluation, in Section I – Administrative of the RFP in its entirety with the following:
 8. Price Proposal Submittal: The Price Proposal shall be submitted one hundred fifteen (115) Calendar Days after the Preliminary Design Kick-off. The Price Proposal shall be submitted separately from the Preliminary Design Package in a sealed package for evaluation by the Authority.

4. Replace the last bullet and sub-bullets, as well as the note, in 'Section 1.3.1 Preliminary System Design Procurement Phase' in Section III – Scope of Work and Requirements of the RFP in its entirety with the following:
 - Development of Preliminary System Design Procurement Phase documentation for NCTA's review and approval, including but not limited to:
 - Draft Project Management Plan *
 - Draft Software Development Plan *
 - Draft Quality Management Plan *
 - Draft Project Communication Plan *
 - Draft Subcontractor Management Plan *
 - Draft System Hardware / Hosting / IAAS / Private Cloud-based Design
 - Draft Data Migration Plan
 - System Network Evaluation
 - Preliminary Implementation Schedule, Including all System-related Milestones and Touchpoints
 - Draft System Training Plan
 - Draft Requirements Traceability Matrix
 - Draft Business Continuity / Disaster Recovery Plan
 - Preliminary System Design Document
 - Preliminary Security Configurations Documents that align with required security and compliance standards (e.g. PCI-DSS, NIST 800-53r4, etc.)
 - Preliminary Network and Dataflow Diagrams

- Preliminary Roles and Responsibilities Matrix that align with required security and compliance standards (e.g. PCI-DSS, NIST 800-53r4, etc.)

Note: Aside from the items marked with an *, ~~All of~~ the deliverables listed ~~herein above~~ shall make up the complete Preliminary Design Package, and shall be to be presented to NCTA for evaluation ~~at the conclusion of the initial sixty (60) Calendar Day period of this phase~~ sixty (60) Calendar Days after the Preliminary Design Kick-off.