

Maryland State Retirement Agency

**Questions for RFI for Investments Management System Software
and Related Services**

April 13, 2016

1. The questionnaire asks for at least three (3) public fund clients whose assets are greater than \$5 billion. If we do not currently have 3 public pensions as clients, are we disqualified?

Answer: The language in Section C.2 of the RFI is intended to be a suggestion, not a requirement. In making this suggestion, the Agency is seeking references from clients comparable to the System.

2. Should we include costs for other services we offer that are not listed in Maryland's Scope of Services? For example, we work with a 3rd party who loads quantitative data from manager letters, statements, etc. into the ASPN system for our clients.

Answer: As noted in Section F of the RFI Questionnaire please provide a fee schedule only for services requested in the Potential Scope of Services. Please do not provide fees for services or otherwise describe services that are not listed in the Potential Scope of Services.

3. The RFI indicates that the agency expects to award from the responses received to the RFI. Is there an estimated time frame available for when the award will be made?

Answer: The Agency will review all of the RFIs and respond in timely fashion. However, please note that the Agency may choose not to make an award or to cancel the RFI at any time and reissue this or a similar request at a later date.

4. Has funding already been allocated and if so, from where (budget, grant, etc)? If not, where does the agency anticipate looking for funding?

Answer: Funding has been allocated from the Investment Division's operating budget in anticipation of this procurement.

5. Does the agency have an estimated cost, or desired not to exceed contract amount in mind for the system and if so, how much?

Answer: No.

6. Who is the project manager?

Answer: Please refer to Section 28.1 of the Investments Management Systems Software and Related Services contract.

7. Is there a system currently in place and if so, which vendor provided it? If not, how is the agency currently managing the need?

Answer: The Agency does not currently contract with a 3rd party vendor for the Investment Management Systems Software and Related Services outlined in the RFI.

8. Is the Agency open to a cloud-based solution?

Answer: Please refer to Section E.2 of the RFI Questionnaire.

9. How many internal users will need access to the system?

Answer: Please refer to the Introduction and Purpose section of the RFI.

10. How many different security profiles will be required?

Answer: The Agency is not in a position to answer this question at this time. The Agency is interested in (a) learning more about vendor capabilities and functionality and (b) better understanding how the proposed software is organized.

11. Are there any external users that need access?

Answer: The Agency does not currently anticipate that anyone other than staff of the Maryland State Retirement Agency will need to access the software.

12. What is the budget or amount of funding available for both the services as well as annual license costs for the application?

Answer: Please refer to the response in Question #4.

13. How much legacy data will need to be migrated to the new system?

- a. Number of Tables (i.e. accounts, contacts, interactions/activities, etc)
- b. Estimated number of records

Answer: The Agency is not in a position to answer this question at this time. However, please review the CAFR for information on plan relationships and holdings.

<http://www.sra.state.md.us/Agency/Downloads/CAFR/Default.aspx>.

14. How many mobile users will there be?

Answer: Please refer to the response in Question #9.

15. There is mention of integration with the Agency's environment. What system(s) require integration with the new application? Will the integrations be one-way or bi-directional?

Answer: The Agency is not in a position to answer this question at this time. The Agency is interested in learning more about the typical software product integration for a client of similar size.

16. Are there any other third party integrations that are required with this project? Such as a document management system, email system, data warehouses or enterprise information system? If so, can you identify these systems and if they are bi-directional integrations? Real-time or batch?

Answer: Please refer to the response in question #15.

17. Just to confirm, the Agency expects the Contractor to sign and include the System's form of contract and all the exhibits?

Answer: Please see the Introduction and Purpose section of the RFI for submission requirements applicable to an Offeror. The System's form of contract (including exhibits) is attached for informational purposes and is expected to be signed by the Offeror, if any, selected to enter into a contract with the System pursuant to this RFI.

18. Is it correct to assume that the Technical Proposal is the response to the Questionnaire?

Answer: Yes.

19. Does the below relate to capturing information from managers/external parties? Or does it relate to facilitating entry by Maryland State Retirement System users? Any additional context would be useful in order to provide an appropriate response.

5. Forms, Profiles, Templates

- Ability for the System to create, edit, and delete all types of forms, templates and or workflows based on their needs
- Ability for users to modify content of templates for specific usage and save as "new" (without altering the original template)
- Provide templates that will assist the System users to generate different documents, like but not limited to: investment memos and board reports
- Ability to prefill information on certain forms and/or templates as designated by the System users.

Answer: Please refer to the response in Question #10.

20. In Section D, number 2; Can you please expand on whether you're looking for an explanation of software services we provide to similar plans outside of the "potential scope of services"?

Answer: Please refer to the response in Question #2.

21. In Section D, number 3; Can you please expand on if you're looking for descriptions of additional analytical resources that are outside of "potential scope of services" and could potentially be provided to the "System" or that will be provided as part of the "Investment Management System"?

Answer: Please refer to the response in Question #2.

22. What is the preference of the "System" for the investment Management System" a Local or Hosted solution?

Answer: The Agency is interested in learning more about local and hosted solutions. The CIO will determine which solution is in the best interest of the Agency.