**RESPONSES TO QUESTIONS REGARDING REQUEST FOR PROPOSALS FOR OWNER’S PROJECT MANAGER**

1. Could MassDevelopment please elaborate on the process used to identify the Munis software as a viable solution?

A – Our Executives have experience with Munis from prior positions.

2. Does MassDevelopment desire a review of processes beyond the areas of financial management, budgeting, procurement, payroll and time allocation? If so, in which areas?

A – MassDevelopment would be interested in exploring any process automation products that the vendor offers.

3. Does MassDevelopment desire any assistance negotiating a scope of work to become part of the contract package with Tyler Technologies? Or would that be a separate scope under a subsequent procurement?

A – MassDevelopment is seeking assistance in developing and negotiating a scope of work.

4. Does MassDevelopment desire any implementation assistance of the Munis application? Or would that be a separate scope under a subsequent procurement?

A – MassDevelopment would be interested in implementation assistance and would not consider that a separate procurement.

5. Could MassDevelopment clarify whether any proposed DBE partners be registered as MBE, WBE, VBE, SDVBE, etc. through the Commonwealth SDO, or can other state registrations qualify?

A – While MassDevelopment currently only tracks Commonwealth-registered DBE partners, and we encourage our vendors who qualify to register with the SDO, our Agency also supports making opportunities available to disadvantaged businesses generally, whether officially registered or not.

6. Does MassDevelopment have a target timeline for the completion of this project? If so, can that information be shared with proposers?

A – The preliminary timeline for completion of the project is currently approximately 24 months. We would seek input from the successful Project Manager on refining that schedule.

7. Does MassDevelopment have a budget for this project? If so, can that information be shared with proposers?

A – The budget for the project will be developed with the successful applicant.

8. A required proposal element includes “Statements/Disclosures on respondent’s financial condition.” Could MassDevelopment clarify what it will accept as proof to meet this requirement?

A – MassDevelopment would prefer audited financial statements for the past two years. If audited statements are not available, we would accept pro forma financials.