



Solicitation Addendum

Solicitation Number:	RFP-41-DIT-1035053339
Solicitation Description:	Enterprise Architecture Enablement
Solicitation Opening Date: Time:	05/01/2024 2:00PM EST.
Addendum Number:	2
Addendum Date:	04/25/2024
Contract Specialist or Purchasing Agent:	Belinda Edwards belinda.edwards@nc.gov (919) 754-6647

1. Return one properly executed copy of this addendum with bid response or prior to the Bid Opening Date/Time listed above. This RFP will not be extended.
2. Following are questions received about the solicitation and the State's answers to the questions.

No.	Section	Vendor Question	State's response
1.	6.3.2	<p>Offer Organization lists Security Vendor Readiness Assessment Report (VRAR) under item "e" as a required part of the RFP response.</p> <p>If the proposed solution does not contain new software solutions, would a VRAR still be required?</p> <p>Background information: VRARs are intended for information systems procured and connected to State IT infrastructure as well as cloud-based solutions. VRAR for Solutions Not Hosted on State Infrastructure, Executive Summary: "The State of NC requires that all systems connected to the State Network or process State data, meet an acceptable level of security compliance. This includes those systems that operate outside of the States' direct control such as Cloud Services defined as Software as a Service (SaaS), Infrastructure as a Service (IaaS) or Platform as a Service (PaaS)."</p>	No, it will not be required.

Questions and Answers (Continued from above)

No.	Section	Vendor Question	State's response
2.	6.3.2	<p>Offer Organization lists Architecture Diagrams under item f as a required part of the RFP response. If the proposed solution does not contain new software solutions, would an Architecture Diagram still be required?</p> <p>Background information: Section 2.5 Problem Statement, subsection for Tools lists "a variety of tools...in place today." DIT has multiple EA tools installed, configured, connected, and operational outside of this solicitation.</p>	No. Will not be required
3.	2.5 (Problem Statement)	Can you please share documentation around the current governance structure across the State enterprise in addition to the federated agencies?	https://it.nc.gov/resources/it-application-portfolio-management
4.	2.5 (Problem Statement)	What metrics are currently used to track the performance of the State's existing Enterprise Architecture practices?	Project and Procurement reviews metrics
5.	2.4 (Agency Background)	<p>Who are the main stakeholders driving the effort to modernize Enterprise Architecture practices?</p> <p>Who would we be the main point of contact if awarded the contract?</p>	<p>This initiative was funded by the NC General Assembly in its annual appropriations bill. The SCIO sees this as one of his key initiatives.</p> <p>Contact-Keith Briggs (Enterprise Architecture and innovation director).</p>
6.	2.5 (Problem Statement)	To what degree have agencies already bought into the idea of revamping the Enterprise Architecture practices?	Larger agencies that have agency EA practices are aware of the effort to modernize the Enterprise Architecture statewide practice.
7.	3.2.2 (Architecture Diagrams Defined)	What architectural diagrams are expected to be included within the RFP response and which are expected to be created during the engagement?	Refer to answer for question 2
8.	2.5 (Problem Statement)	Can you please share a list of the State's existing EA practices' duties and responsibilities?	<p>INFORMATION TECHNOLOGY ENTERPRISE ARCHITECTURE</p> <p>SECTION 7.4.(a) By April 15, 2016, the Department of Information Technology, as enacted by this act, shall develop an information technology enterprise architecture for State government.</p>

SECTION 7.4.(b) The completed State information technology enterprise architecture developed pursuant to this section shall be provided to the Joint Legislative Oversight Committee on Information Technology and the Fiscal Research Division. This architecture, along with State and agency business plans, shall be incorporated into a biennial State Information Technology Plan (State IT Plan).

Reference -

<https://www.ncleg.net/enactedlegislation/sessionlaws/html/2015-2016/sl2015-241.html>
143B-1325 and 143B-1323

Below is a table that highlights portions of the NC statutes that outline SCIO responsibilities and will be impacted by the establishment of the state's EA practice. While the outcome of this project is not directly related to all of these items, and the EA practice will not be responsible for all of them, we need to keep them in mind throughout this project.

Statute	Requirement
143B-1321(a)(6)	Establish a consistent process for planning, maintaining, and acquiring the State's information technology resources. This includes responsibility for developing and administering a comprehensive long-range plan to ensure the proper management of the State's information technology resources.
143B-1321(a)(7)	Develop standards and accountability measures for information technology projects, including criteria for effective project management.
143B-1321(a)(8)	Develop a schedule for the replacement or modification of information technology systems.
143B-1321(a)(12)	Operate as the State enterprise organization for information technology governance
143B-1321(a)(27)	Adopt plans, policies, and procedures for the acquisition, management, and use of information technology resources in State agencies to facilitate more efficient and economic use of information technology.
143B-1322(c)(8)	Identify and work to consolidate duplicate information technology capabilities.
143B-1322(c)(13)	Be responsible for developing and administering a comprehensive long-range plan to ensure the proper management of the State's information technology resources
143B-1322(c)(14)	Set technical standards for information technology, review and approve information technology projects and budgets...and develop a schedule for the replacement or modification of information technology systems
143B-1330(a)	State CIO must develop policies for agency information technology planning and financing. Agencies must submit plans.

			143B-1330(a)(1); 143B-1344 DIT must analyze the State's legacy information technology systems and develop a plan to document the needs and costs for replacement systems, as well as determining and documenting the time frame during which State agencies can continue to efficiently use legacy information technology systems, resources, security, and data management to support their operations.
			143B-1344; 143B-1330(a)(1) The Department shall identify situations where multiple agencies are using legacy systems with similar capabilities and shall prepare plans to consolidate these systems.
9.	2.5 (Problem Statement)	Are the relevant staff members at the individual agencies aligned to prioritize participation in workshops to be able to meet the proposed timeline?	Yes

Questions and Answers (Continued from above)

No.	Section	Vendor Question	State's response
10.	2.5 (Objectives)	Identifying common capabilities across agencies necessitates capability modeling. At what granularity are Business Capability Models (BCMs) established?	At high level.
11.	2.5 (Tools)	<p>Is there a unified configuration management database (CMDB) that spans all (or key) agencies?</p> <p>Do the agencies who do have an EA function use OrbusInfinity or are they operating their own tooling?</p> <p>What is the IT Application Portfolio Management data source powering the BI reports shown here: https://it.nc.gov/resources/it-application-portfolio-management/?</p> <p>Can you explain in more detail the scope of process that is being implemented in ServiceNow for architecture request tracking?</p>	<p>No CMDB that spans all (or key) agencies.</p> <p>Yes</p> <p>The IT Application portfolio management is Orbus Infinity.</p> <p>Architecture request is implemented through SAP Ariba or Microsoft Project online.</p>
12.	6.3.2 (Offer Organization)	Security Vendor Readiness Assessment Report (VRAR) is noted as required but is not referenced by link or attachment. Can you confirm if the report is in fact required based on the scope of the RFP (e.g. not relating to implementation of a hosted solution)? If the form is required, please confirm the source of the report.	Refer to answer for question 1
13.	6.3.2 (Offer Organization)	Please clarify letter "f" (Architecture Diagrams) and what you want us to provide?	Refer to answer for question 2
14.	6.3.2 (Offer Organization)	Please clarify letter "p" ("All pages of this solicitation document (including the requested Attachments.") and what you want us to provide?	Attachments (D-H) provided in the RFP must be completed.

Questions and Answers (Continued from above)

No.	Section	Vendor Question	State's response
15.	7.1 (Vendor Utilization of Workers Outside Of U.S.)	Please clarify you mean Location of Workers Utilized by Vendor Form (Attachment F) and not Attachment G	Attachment G (Location of Workers Utilized by Vendor Form) must be submitted with RFP.
16.	7.2 (Financial Statements)	It states, "The Vendor shall provide evidence of financial stability by returning with its offer: (1) completed Financial Review Form (Attachment I), and: (2) copies of Financial Statements as further described hereinbelow." Please provide Attachment I."	Attachment H must be completed. Attachment I (RESERVED), is not required for vendor to return.
17.	Attachment C (Agency Terms and Conditions)	Please provide Attachment C and instructions for completing the attachment.	Terms and Conditions given on page (37).
18.	Attachment G	Please confirm h. and i. were intentionally deleted from the list.	Attachment H must be completed. Attachment I (RESERVED), is not required for vendor to return.
19.	Attachment G	Items G and J require the listing offered solution products installed and operational and number of site supported by the offered solution, respectively. Please provide additional information to clarify NCDIT's request, as all enterprise architecture projects typically do not require solution product installation nor support of the solution to multiple sites. Additionally, NCDIT is not requesting the installation and operation of solution products so why is this relevant for references?	Attachment G must be completed.
20.	2.4 (Agency Background)	The link provided is broken. Can NCDIT provide a correct link if it is available?	Chapter 143B - Article 15 (ncleg.net)
21.	2.5 (Problem Statement)	What key agencies does NCDIT intend to engage and participate in the EA process?	The project will engage a small subset of state agencies with formal EA agency practices. The process developed will ultimately encompass all state agencies. (Refer to answer 8 above)
22.	3.4.1 (Assessment)	Task 1.a. Does the assessment of technology standards, guidelines and reference architecture include assessment at the agency level? If so, please specify the number of agencies and the readiness/availability of these artifacts.	Agencies are required to assess standards, guidelines and architectures at the agency level as part of standard IT project or procurement procedure. The awarded vendor will not be required to review agency specific artifacts in fulfillment of this solicitation.

Questions and Answers (Continued from above)

No.	Section	Vendor Question	State's response
23.	3.4.1 (Assessment)	Task 1.b. Will the assessment of statewide EA Team resources capabilities and capacities include a skills assessment of Architects in just NCDIT or in all agencies? If the latter, can you specify the number (or a range) of resources included in the assessment?	The Assessment will be focused on NCDIT EA.
24.	3.4.1 (Assessment)	Task 2. Does NC DIT have a select group of agency customers and service providers in mind to interview as part of the assessment? If so, please name the customers and service providers.	NCDIT intend to partner with 2 other agencies that will take part in the interview and assessment.
25.	3.4.2 (Strategy Recommendations)	Task 4.b. calls for the establishment of an EA governance framework integrated with the Enterprise Security and Risk Management Office, Statewide IT Procurement Office, and Enterprise Project Management Office. Are these stakeholders currently involved in the EA governance process? If so, please describe their role.	Yes, these stakeholders are currently involved in EA governance and their role is limited to procurement reviews and project reviews.
26.	3.4.2 (Strategy Recommendations)	Task 7 (Identify training opportunities for EA professionals and stakeholders). Can you confirm if the training needs assessment will be done at the role level rather than for specific individuals (EA professionals and stakeholders)? If the latter, could you provide a maximum range of individuals for which training opportunities would need to be identified (e.g., up to 10).	Training needs assessment and is expected to be done at the role level. If willing to provide training, it will be up to 10.

Questions and Answers (Continued from above)

No.	Section	Vendor Question	State's response
27.	3.4.3 (Schedule)	Sections 3.5.1 and 3.5.2 don't exist in the document. Furthermore, sections 3.5.1 and 3.5.2 are referenced in several other places in the solicitation (e.g., on page 11, items #1 and #2 in the table). Can you confirm those were typos, and referenced sections should be 3.4.1 and 3.4.2 respectively?	Correct these were typos and should reference Section 3.4.1 and Section 3.4.2
28.	4.1 (Offer Costs)	Optional Costs references Deliverables 3a-3f (as described by Vendor in the offer). What are the expected, discrete deliverables for 3a-3f? If Vendors offer different deliverables for 3a-3f, NCDIT cannot conduct a proper, comparative price analysis. Can NCDIT provide recommended deliverables for 3a-3f to enable a comparative analysis of deliverable costs?	Optional Costs references Deliverables 3a-3f are meant for vendors to suggest additional deliverables that the state has not thought of but are crucial to the overall EA process. For optional deliverables and cost it will not be used in comparative cost analysis.
29.	6.3.2 (Offer Organization)	All discussion of offered costs, rates, or expenses must be presented in Section 4.0. Cost of Vendor's Offer. The Vendor's offer should be organized and indexed in the following format and should contain, at a minimum, all listed items below a.- p. There is not an item in this list for Cost. Do you want Section 4.0 Cost section in a separate document, or do you want it after letter p. all in one document?	Refer to section 6.3.2 for questions relating to requirements of offer. As mentioned in (p), all pages of this solicitation document must be submitted, that includes Section 4.0 filled in as a part of this RFP.

Questions and Answers (Continued from above)

No.	Section	Vendor Question	State's response
30.	Attachment (H)	It states, "If the Agency doesn't have its own financial requirements of the Vendor in order to complete an adequate financial review, the Agency may request additional financial information from the Vendor by using the form below. This is optional, however, and completely up to the Agency. If not using Attachment I at all, please replace this with the word "Reserve". Can you please advise if you would like us to fill out Attachment I and Attachment H. Please provide the required Attachment I.	Attachment H must be completed, page (44).
31.	Attachment (H)	Item 9 states, "Provide the following information for the past three complete fiscal years". What information should be submitted to meet this requirement?	Omit question (6), as it refers to Attachment I (RESERVED), not required. If Vendor cannot provide information for question number (8), provide explanation in question number (9).
	Section 3.2.3 Section 3.3 Section 7.5 Section 7.14	These sections state, "(RESERVED)." Please clarify this statement.	These are sections of standard RFP template. Because they are empty, Vendors can ignore them
32.	General	Does NCDIT have a preferred/estimated budget for this effort? If so, please share that amount, separated by phase.	NCDIT cannot not share the exact budgeted amount.
33.	General	Over what timeframe/duration does NCDIT anticipate implementation activities (i.e., the optional work) occurring?	Please refer to Section 2.5 PROBLEM STATEMENT: Anticipated Program Timeline and Objectives for timeline and duration.
34.	General	How does NCDIT rate its EA Practice maturity?	On scale of 1 to 5, with 5 being highest level and 1 being the lowest, the maturity level varies from process to process and is between 1 and 2. Focus is primarily on project and procurement reviews. Process is defined and managed however does not exceed beyond that current capability/maturity.
35.	General	What are NCDIT's expectations for the awarded vendor, if any, in regard to performing the requested work on-site versus remotely? Will you accept a hybrid approach?	Yes, NCDIT accepts hybrid work.

Questions and Answers (Continued from above)

No.	Section	Vendor Question	State's response
36.	3.4.1 (Assessment)	What, if any, are the NCDIT requirements for the industry standards that must be followed by the State standards for project management, security, governance, and architecture? Please provide those requirements.	See Responses to Questions (22-24)
37.	3.4.1 (Assessment)	How many State agencies have EA practitioners?	3 to 4.
38.	3.4.1 (Assessment)	Do any State agencies follow their own EA standards and guidelines?	Yes, some do to various degree. They are centered on agency specific EA practice where NCDIT has the responsibility for statewide practice.
39.	3.4.1 (Assessment)	Do any State agencies use custom tools for EA activities?	No
40.	3.4.1 (Assessment)	Does NCDIT have a data governance policy and a data governance lead?	Statewide Data Classification & Handling Policy can be found at https://it.nc.gov/documents/statewide-policies/statewide-data-classification-handling-policy NCDIT Government Data and Analytics Center & Data division responsible for data governance and policy.
41.	General	Are there subject matter experts (SMEs) available to assist the onboarding team with conducting interviews, workshops, and meetings to comprehend and document the current system architecture, pain points, and processes?	NCDIT Enterprise Architecture, Strategy and governance, and Procurement teams will be assisting in the onboarding and workshop process along with partner agencies EA leads.
42.	2.5 (Problem Statement)	Do you expect this project to interview technology or EA resources in each of the 27 agencies?	No, only 3 to 4 agencies that have existing or planned enterprise architecture practice.
43.	3.2.4 (Identity and Access Management) (IAM)	What types of authentication and authorization mechanisms are implemented to facilitate user access, credential management, token management, and application integration?	N.C. Identity Management, commonly referred to as NCID, is the state's primary solution for access control and identity management. It provisions authentication and coarse-grained authorization. More information can be found at https://itservices.nc.gov/services/security-privacy/nc-identity-management-ncid

Questions and Answers (Continued from above)

No.	Section	Vendor Question	State's response
44.	3.4.2 (Strategy Recommendations), Question No. (10)	Scope is to define a operating model and skills required, but we assume we will not evaluate current team members or create a future org chart?	<p>Yes, we expect evaluation of the current team members as well as recommendation for future state organization based upon the following areas:</p> <p>Section 3.4.2 (Recommendations) Has a number of focus areas proposed that would involve assessing current EA team and should include both resource skill and resource need.</p> <p>3.4.2.6: Identify EA resource recommendations and skill sets needed to successfully manage transition from current state to desired future state, along with operation of desired future state model.</p> <p>3.4.2.7: Identify training opportunities for EA professionals.</p> <p>3..4.2.10: Identify EA resource and skill set needed to make transition to desired future state and operate in the target operating model.</p>
45.	General	Describe how your solution supports the above protocols as well as making them available for application integration/consumption as related to IAM. Will this assessment also need to address the identity and access management architecture?	No. This is part of the RFP standard and does not apply specifically to Enterprise Architecture requirements.
46.	3.2.2 (Architecture Diagrams Defined)	Our understanding is that NCDIT requires assessment and strategy recommendation services with the option for implementation support - and not a technology solution. With this in mind, can NCDIT confirm that architecture artifacts depicting a technology solution are not required at the time of offer?	Confirmed.

Questions and Answers (Continued from above)

No.	Section	Vendor Question	State's response
47.	3.2.2 (Architecture Diagrams Defined)	In the event that NCDIT does require architecture artifacts for a technology solution at the time of offer, can NCDIT provide access to all the appropriate architecture data necessary to produce the artifacts? The link to architecture artifacts in the RFP leads to 404 error webpage.	NCDIT does not require architecture artifacts.
48.	3.2.4 (Identity and Access Management) (IAM)	Our understanding is that NCDIT requires assessment and strategy recommendation services with the option for implementation support - and not a technology solution. With this in mind, can NCDIT confirm that the requirements for IAM noted in Section 3.2.4 are not applicable to vendor offers for this solicitation?	See also response to Question (43)
49.	3.4.3 (Schedule)	There is a reference to activities listed in sections 3.5.1 and 3.5.2. Can NCDIT please confirm that the required activities are those noted in 3.4.1 and 3.4.2?	Confirmed.
50.	6.3.2 (Offer Organization)	Our understanding is that NCDIT requires assessment and strategy recommendation services with the option for implementation support - and not a technology solution. With this in mind, can NCDIT confirm Security Vendor Readiness Assessment Report is not required?	Refer to question 1. No, the Vendor Readiness Assessment Report (VRAR) is not a requirement for this solicitation.
51.	2.5 (Problem Statement, Environment Overview)	To ensure seamless integration into NCDIT's EA processes, will vendors be provided access, licensing, and training applicable to the tools listed in the RFP (e.g., OrbusInfinity, ServiceNow ITSM, etc.)?	Access and/or related licensing to platform tools relating to the RFP will be granted to support the engagement as required. Training material will be limited to on-hand and freely available reference material.

Failure to acknowledge receipt of this addendum may result in rejection of the response

Check ONE of the following options:

- ☐ A response was submitted prior to this Addendum. An updated response has been submitted to address the changes resulting from this Addendum.
- ☐ A response was submitted prior to this Addendum. **NO CHANGES** have resulted from this Addendum.
- ☐ A response was **not** submitted prior to this Addendum. **ANY CHANGES** resulting from this Addendum are included in our response.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME

Execute Addendum:

Offeror: _____

Authorized Signature: _____

Name and Titled (Typed): _____

Date: _____