RRC responses to questions received Solicitation No. 455-20-1027 – IT Assessments / Planning & IT Procurement Assistance for the Review and Assessment of Selected Regulatory Process Project.

Question 1:   (Page 4) Section 4.3 – Deliverable Acceptance Criteria – How will the internal review process by TX RRC be handled? For example, will all the stakeholders engaged as part of workshops and information gathering be part of the review of vendor deliverables or will a subset of designated reviewers be available?

Answer 1:   No, it would be too cumbersome for all stakeholders to review deliverables, rather a subset of assigned or individuals tasked with this purpose will be identified.

Question 2:   (Page 4) Section 5 - Deliverables – Does TX RRC have an estimate of how many stakeholders the vendor will engage with as part of this project?

Answer 2:   No, it is difficult to quantify the number of individuals that may need to be engaged for the review, analyzation, and make recommendations for changes as it relates to the solicited services.

Question 3:   (Page 4) Section 5 – Deliverables – Will all stakeholder interviews/workshops be in Austin, TX or should travel to regional offices be planned for?

Answer 3:   Yes. All work will be conducted in Austin.

Question 4:   (Page 4) Section 5 – Deliverables – For the 3rd bullet "Document high-level process flows/lifecycles for Pipeline Safety business processes" – is this a current state mapping effort? And then for the 5th bullet "Document proposed business processes, techniques, rules or other internal governing mandates that can be eliminated" – this is future state?

Answer 4:   Yes, and Yes. Bullet 3 relates to current efforts and bullet 6 relates to future efforts.

Question 5:   (Page 5) Section 5.2 Reports, Section 5.3 Analysis Report, and Section 5.4 Project Related Report(s) and sub-sections, and Section 5.4.1.3 (Page 6) – These sections look as though they may be left over from a procurement-related SOW. Can TX RRC confirm whether these sections are in or out of scope?

Answer 5:   Yes, this scope is relevant to the current solicitation of services as it relates to RRC Pipeline Safety Division.

Question 6:   Overall – Does the agency have any lessons learned from previous business process mapping-related projects that can be shared with vendors to help inform our response?

Answer 6:   Business Process Mapping lessons learned do exist, however we cannot share that information at this time.