

**Answers to Questions No. 1**  
**West Virginia Water Development Authority**  
**Software Development and System Maintenance**

**DATE:** December 18<sup>th</sup>, 2020

**TO:** All RFP Holders

**General Discussion Items**

If you desire further information regarding our processes, please visit [wvinfrastructure.com](http://wvinfrastructure.com) and click on the link on the home page entitled Updated IJDC Online Certification Training Course. This training will cover the entire lifecycle of a project, as well as detail who is responsible for submissions and what those submissions should contain.

The Authority will work with the successful bidder to facilitate the transition.

**Questions/Answers**

- Q.** Will you provide access to the existing systems source code, databases and available documentation for us to understand the already developed and in-use systems?
- A.** Our agency security protocols prevent us from allowing anyone who is not an employee or contractor of this agency direct access to these resources. However, we propose setting up a Webex video conference with Elizabeth Atkinson and one other agency employee of our choice and no more than three employees from the bidder's agency. Unfortunately, our agency security protocols prevent us from allowing anyone who is not an employee or contractor of this agency direct access to these resources. However, we propose setting up a Webex video conference with myself and one other agency employee of our choice and no more than three employees from bidder's agency. You would need provide the names and professional qualifications of any bidder's staff on the call. Four other documentation resources will be posted with these answers as well.
- Q.** Is Task 12 supposed to be a formal analysis and evaluation with the purpose of possibly making wholesale changes to the system based on the assessment?
- A.** Item 12 is intended to allow the company awarded the RFP the opportunity to review and familiarize themselves with our system and provide us with any suggestions for growth, expansion or improvements.

