

**CONTRA COSTA COUNTY  
EMPLOYMENT AND HUMAN SERVICES DEPARTMENT**

**REQUEST FOR INTEREST (RFI) #366**

**CalWIN County Information Server (CIS) Data Warehouse Analyst/Architect**

The Contra Costa County Employment and Human Services Department (EHSD) is seeking a data warehouse analyst/architect/report developer to assist the Department in utilizing and providing data from multiple systems to meet business needs. EHSD is seeking one person to work up to a full-time dedicated equivalent. The estimated contract period is six months.

The systems include a data warehouse for EHSD's large-scale welfare system, CalWIN, implemented in August 2005. Contra Costa is one of eighteen counties in a consortium that are operating CalWIN, a system that supports the administration of public assistance programs that include CalWORKS, Medi-Cal, Food Stamps, Foster Care, General Assistance, and Refugee Assistance for 40% of the state caseload. It is centrally operated by the Consortium's vendor, Electronic Data Systems. In addition, data from other State and County systems is utilized, including in conjunction with CalWIN data, to meet County reporting and operational requirements.

CIS is an Oracle database that resides locally in each Consortium county and contains county-specific downloaded data from the CalWIN system. CIS functionality includes ad hoc reporting, generating periodic custom reports not auto-generated directly from the CalWIN application, customizing reports that are auto-generated from the CalWIN system, and county-level data matches and interfaces. Most of the reports created from CIS will not only provide summary reports but also utilize case record-level detail. The main software reporting tool is Business Objects. Reports are currently deployed on Business Objects Webi XI. As an indication of the scope and complexity of the warehouse, there are approximately 1,125 data tables that are downloaded from CalWIN to CIS, and if printed the data model would be 7,900 pages.

The Contractor will be working with a team of about seven people that has had experience designing, implementing, and operating a data warehouse for the legacy welfare system using Discoverer as the reporting tool. The Team's efforts for CIS have included learning CIS technical requirements, the CalWIN application and data structure, and data modeling and reporting software; analyzing the data; identifying design and report development options; systems administration; identifying and prioritizing business requirements; and collaborating and consulting with CalWIN Vendors, other counties', and State staffs.

The Contractor must be willing to learn the EHSD business and organization; business requirements; the systems environment (CalWIN application and other systems and their data structures); CIS requirements; be able to apply systems development lifecycle and data warehouse principles and methods to the EHSD and CIS environments; collaborate and work effectively with a team and customers; identify, analyze, communicate, and recommend design and development approaches; and create data matches and reports.

Qualifying vendors must have the following:

- Ability to:
  - Work on-site at EHSD
  - Work as a leader and a team player to meet business needs and facilitate progress
  - Communicate effectively orally and in writing, including technical writing
  - Learn complex and dynamic business requirements
  - Collaborate with the CIS Team, EHSD staff and stakeholders that include other counties' staffs
  - Share knowledge with and mentor team members to be self sufficient performing data warehouse functions
  
- Knowledge of, and skill and experience for a minimum of four years with:
  - Data modeling and Extracting, Transforming and Loading (ETL), On-line Analytical Processing (OLAP)
  - Relational database design (physical and logical) and development
  - Structured system design
  - Common Business Oriented Language (COBOL), Structured Query Language (SQL) and Procedural Language (PL)/SQL, including the analysis of COBOL extracts
  - At least two reporting tools
  - Analyzing, normalizing, extracting, and matching data from multiple systems
  - Developing reports, including dynamic reports, to meet the business requirements of a County Social Service (Welfare) Department utilizing welfare data
  
- Experience with:
  - Gathering, documenting, analyzing, and translating business requirements
  - Translating business requirements to systems specifications for a County Social Service (Welfare) Department's welfare system data mart/warehouse
  - Following a quality assurance process to track, validate and migrate reports from development to production regions
  - Writing and/or generating code to supplement existing reports, and data specific to multiple welfare systems to meet business requirements including welfare compliance and performance standards.

Knowledge and experience with Visual Basic, Erwin, Business Objects, CalWIN data, and CalWORKS welfare to work performance standards are preferable.

Interested parties should submit a cover letter that confirms that they meet the requirements for this scope of work and a proposed hourly rate, and a resume that describes the following: data mart/warehouse-specific experience and education; scope of work performed for each employer; time frames; software utilized; business purpose and source of data managed; and places of, and references for, job experience relevant to this RFI's proposed scope of work.

Evaluation and selection will be based on 40% ability and knowledge, 40% experience, and 20% cost. Evaluation of the cover letter and resumes will be based on submitted documents unless otherwise noted. Oral presentations and demonstrations may be required.

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All copies of the proposal must be **received** by EHSD no later than October 31, 2008, 5:00 PM. Mail your proposal to: Employment and Human Services, ATTN: Contracts & Grants, RFI #366, 40 Douglas Drive, Martinez, CA 94553; or **FAX**: 925-313-1758 or **e-mail**: [contractbid@ehsd.cccounty.us](mailto:contractbid@ehsd.cccounty.us).

Any questions regarding the RFI release may be directed to Contracts Unit 925-313-1648.