



**Questions & Answers Document No. 1
Request for Proposals (RFP)
Cable & Wiring (C&W) Materials & Services
Solicitation No: 060B6400046
August 9, 2016**

Ladies/Gentlemen:

This list of questions and responses is being issued to clarify certain information contained in the above referenced RFP. Nothing in the State's response to these questions is to be construed as agreement to or acceptance by the State of any statement or interpretation on the part of the vendor.

1. The referenced labor categories are not associated with Inside Plant Low Voltage Wiring. Can you confirm that you are looking for pricing on Inside Plant Low Voltage Technical service with the position descriptions referenced?

Response: The Facilities Specialist Labor Categories are intended to cover inside and outside plant telecommunications technicians. The category itself is meant to encompass a wide variety of technical disciplines, and the descriptions are meant to be illustrative not prescriptive. The years of experience required should provide guidance on the relevant technician classifications.

2. If the questions are not due until August 8th that does not give vendors enough time to analyze your response and submit a proposal. Is it possible to extend the due date of the proposal submission?

Response: Yes. Please see Amendment #1 to the RFP.

3. The labor Categories listed in this section do not clearly correlate to Inside Plant (ISP) Cabling technicians in Functional Area I - Structured Cable and Wiring. Normal ISP cabling labor categories include; Project Manager, Technician I, Technician II, Technician III. Attachment F - Price Sheet, does list these categories for pricing. Can you clarify what labor categories we should use for ISP Task Orders under Functional Area I, and include the labor category descriptions in Section 3.7.6?

Response: Please see Amendment #1 to the RFP.

4. This section states that there may be some TOs in which Living Wage requirements apply. These rates are normally much higher than standard rates. How should we designate the



hourly rate difference between regular rates vs. Living Wage rates on Attachment F - Price Sheet to include both rates? In addition, if we are required to submit our Living Wage rate, could you please include the Pay Rate sheet and the labor category designation for Telecommunications? Is Attachment G required to be submitted in the proposal? If so, how do we determine the amount the contract will be worth in order to fill this form out?

Response: The Department of Information Technology (DoIT) is only requesting for the Not-To -Exceed rates (i.e. the maximum rate) for this Cable & Wiring Master Contract. Living Wage requirements are only needed when you compete for business on the Task Order level with State contracts over \$100,000. Please be advised that the maximum rates must be taken into account for potential living wage requirements.

Attachment G is not required for this solicitation. However, the Living Wage Affidavit may be required for a TO Proposal.

5. Please confirm that the bidder is not required to submit any forms, or companies, that we intend to use as our MBE partner. In addition, please confirm that if the Prime Contractor is a certified MBE, we would only need to satisfy half of the 25% participation goal.

Response: No MBE forms are required for submission with this contract. Attachment D forms are only required when TORFP are issued. Yes, if the Prime Contractor is a certified MBE, it will only need to satisfy half of the 25% participation goal.

6. Was it intentional to not have a MBE requirement form; which was to be submitted with the proposals, versus in response to TORFP?

Response: See response to Question #5

7. In looking over the DoIT Cable & Wiring Materials & Services RFP, I noticed the Attachment F – Price Sheet contained labor categories such as Facilities Specialist I, II, and III, Geographic Information Systems Specialist, and Technician I, II, and III that don't necessarily align with the cabling infrastructure work to be performed in the Section 3 SOW? In fact, the labor category descriptions mention nothing regarding having any direct experience pulling, terminating, testing, and/or managing a fiber install?

Response: Please see Amendment #1 to the RFP.

8. Should the labor categories for this effort be more closely related to someone having junior, mid-level, and senior Cabling Infrastructure experience?

Response: See response to Question #1.



9. The RFP states that “This section does not apply to this RFP.” Does this refer to all of Section 1.22, including subsections A through E?

Response: Yes.

10. If an agency issues a TORFP for cabling materials without labor, does the MBE Participation Goal stand for procurement of materials?

Response: No. MBE Participation is only for Functional Areas II & III for the Cable and Wiring Master Contract.

11. If an agency issues a TORFP for cabling materials without labor, does the requirement still stand and need to be provided at cost? Does DoIT anticipate issuing any TORFPs without materials requirements?

Response: Yes, if an agency issues a TORFP for cabling materials without labor, the requirement still stand and cost needs to be provided. Yes, DoIT anticipate issuing any TORFPs without materials requirements.

12. Would it be satisfactory to offer an 800 number instead of (item e), an email/phone number of contractor’s POC? Standard on our invoice is an 800 number.

Response: Yes. As long as the POC can be directly reached by the 800 number.

13. In Attachment A - Contract, Section 7 regarding Limitation of Liability it states, “... Contractor’s Liability shall not exceed five (5) times the total amount of the Contract.” Shouldn’t it refer to “TORFP” as opposed to “Contract” similar to DoIT’s Data Telecommunications Services Contract?

Response: Please see Amendment #1 to the RFP.

14. In Attachment A - Contract, Section 7 regarding Limitation of Liability it states, “... Contractor’s Liability shall not exceed five (5) times the total amount of the Contract.” Would DoIT add “... *provided however, the State may, in its sole discretion, decrease the ceiling established hereunder in any TORFP issued pursuant to this RFP*” just as DoIT has done in its Data Telecommunications Services Contract and most all of its other statewide contracts that include TORFPs and PORFPs? This would not only give DoIT the flexibility of adjusting the Limitation of Liability on each TORFP according to the size of the subsequent TORFPs, it would also give the Master Contractors more flexibility in evaluating whether to respond to different size TORFPs and their associated risks (particularly for smaller Contractors).

Response: Please see Amendment #1 to the RFP.



15. Section 1.32 – MBE goal – Will there be an MBE Project Participation attachment provided to complete, or should we have a response section containing the information?

Response: See response to Question #5.

16. Section 3.7.6 (beginning on page 33) outlines the required labor categories for this contract. The requirements for these categories seem excessive for a Cabling contract and include expensive and over-qualified job classifications that will unnecessarily increase the cost of the bid. Baltimore County Government contract B-612 includes the following labor categories: Project Manager, Project Supervisor, Project Foreman, Cable Technician, Fiber Technician, Apprentice Technician, Cable Installer, Cable Splicer, Cable Testing Technician, and Fiber Locator. Can the labor categories for this solicitation be changed to be similar to the Baltimore County Government contract B-612, which we believe to be more appropriate for the scope of work in this solicitation?

Response: Please see Amendment #1 to the RFP.

17. Please confirm if a company is submitting a proposal for Functional Area I – Structured Cable and Wiring (ONLY), the company only has to provide labor rates for those categories related to Functional Area.

Response: Correct. Only provide labor rates for the Functional Area you are proposing.

18. Which labor categories on Attachment F – are for Functional Area I?

Response: Please see Section 3.5.1 of the RFP.

19. Confirm, based on discussion during the pre- proposal conference, Attachment F – Price Sheet categories will revised/updated.

Response: Yes. Please see Amendment #1 to the RFP.

20. Confirm, Attachment F - labor categories descriptions will be provided.

Response: Please see Amendment #1 to the RFP.

21. Facility Specialist I, II, III, Facility Specialist Lead –are labor categories that do not apply to cable and wiring installation – Facility Specialists are under Division 15 – Boilers, Cooling Towers – can you please clarify that you want us to put a price on working on steam plant boilers and performing various mechanical functions associated with diagnostics, dismantling, and repair of machines and mechanical equipment?

Response: Please see Amendment #1 to the RFP.



22. What is the estimated release date of the first Task Order?

Response: To be determined.

23. Listed are labor categories (sections 3.7.6.1 thru 3.7.6.10). Are we required to have resumes for each labor category?

Response: Yes

24. In section 4.2.1, on page 45, it states that “the *Table of Contents* should follow the *Title Page* under (TAB A). Then under section 4.2.2, it states that the *Claim of Confidentiality* should come after the *Title Page* and before the Table of Contents under TAB A-1. Should the *Claim of Confidentiality* be placed under TAB A between the *Title Page* and the *Table of Contents* or should it be placed under TAB A-1?

Response: The Claim of Confidentiality should be placed between the Title Page and Table of Contents.