



Peter Franchot
Comptroller

Dennis J. Krysiak, CPA
Director
Administration & Finance

**AMENDMENT #5
CONSULTING AND TECHNICAL SERVICES (CATS+)
TASK ORDER REQUEST FOR PROPOSALS (TORFP)
IT MANAGEMENT CONSULTING SERVICES FOR BUSINESS INTELLIGENCE/DATA
WAREHOUSE
E00B0600036
BUREAU OF REVENUE (BRE)
MAY 28, 2020**

Ladies and Gentlemen:

This Amendment is issued to inform all Master Contractors that there will be a *Virtual Pre-proposal Conference Call* and other important dates and time changes to the TORFP E00B0600036. All information contained herein is binding on all Offerors who respond to this TORFP. Specific parts of the TORFP have been amended.

- **Virtual Pre-proposal conference scheduled for via GoToMeeting Tuesday, June 9, 2020 at 9:00 AM Eastern Time. The website will be sent out.**

<https://attendee.gotowebinar.com/register/8981290769957610764>

Webinar ID

548-355-139

- **TO Proposal Questions Due date for submission has been extended from Friday, May 22, 2020 at 10:00AM Local Time (Eastern Time) to Friday, June 12, 2020.**
- **The TO Proposal Due (Closing) for submission has been extended from Monday, June 8, 2020 at 10 AM Local Time (Eastern Time) to Thursday, June 18, 2020 at 10 AM Local Time (Eastern Time).**

End of Amendment #5

Date Issued: May 28, 2020

By: Bernice Jeffries, Procurement Officer



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Comptroller

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*Director
Administration & Finance*

**AMENDMENT #6
CONSULTING AND TECHNICAL SERVICES (CATS+)
TASK ORDER REQUEST FOR PROPOSALS (TORFP)
IT MANAGEMENT CONSULTING SERVICES FOR BUSINESS INTELLIGENCE/DATA
WAREHOUSE
E00B0600036
BUREAU OF REVENUE (BRE)
June 15, 2020**

Ladies and Gentlemen:

This Amendment is issued to inform all Master Contractors that there will be a ***Virtual Pre-proposal Conference Call*** and other important date and time changes to the TORFP E00B0600036. All information contained herein is binding on all Offerors who respond to this TORFP. Specific parts of the TORFP have been amended.

48. Question: I just want to know is there any minimum qualification documents required that the contractor needs to submit with the TO Response?

Response: The offeror must demonstrate in Section 3.12.3 Offeror Experience page 15

49. Question: IN section 2.1.1 it states, "COM anticipates issuing a Work Order upon award of Task Order....". In the current incumbent contract how many WOs were issued and for how many additional positions?

Response: Not applicable. The current contract is not a TORFP.

50. Question: What is the NTP Date for this project?

Response: The Notice to Proceed date will be based on when the recommendation for award is sent and approved by the Board of Public Works.

51. Question: How do we hold on to the candidates for long in that case?



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Response: The Master Contractor is responsible to have the three (3) Key Personnel available at the Notice to Proceed from the State.

52. Question: This is the first time we are doing this TORFP for Maryland so getting confused as to how to hold the candidates for so long?

Response: see response from question #51.

53. Question: No, I am sorry, but my question is the NTP date is October/November and the RFP has to be submitted by the 18th, so how will the candidates stick to us till then if they are supposed to join in October/November?

Response: See Response to question #53.

54. Question: In MBE Form D-1A has <<mbeXXXXXownedSubgoal>>, it is expected to fill a numerical value. Could you please provide us an editable document file for this?

Response: No action needed since this TORFP has no MBE Subgoals.

55. Question: If you are anticipating TO Notice To Proceed on Oct/Nov ... and the proposed key personnel are not available due to any reason are you open to consider replacing the individuals

Response:

See TORFP Section 3.13.2

Substitution Prior to and 30 Days After Task Order Execution

- A. Prior to Task Order Execution or within thirty (30) days after Task Order Execution, the Offeror may substitute proposed Key Personnel only under the following circumstances: vacancy occurs due to the sudden termination, resignation, or approved leave of absence due to an *Extraordinary Personnel Event*, or death of such personnel. To qualify for such substitution, the Offeror must describe to the State's satisfaction the event necessitating substitution and must demonstrate that the originally proposed personnel are actual full-time direct employees with the Offeror (subcontractors, temporary staff or 1099 contractors do not qualify). Proposed substitutions shall be of equal caliber or higher, in the State's sole discretion. Proposed substitutes deemed by the State to be less qualified than the originally proposed individual may be grounds for pre-award disqualification or post-award termination.
- B. An *Extraordinary Personnel Event* – means Leave under the Family Medical Leave Act; an incapacitating injury or incapacitating illness; or other circumstances that in the sole discretion of



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the State warrant an extended leave of absence, such as extended jury duty or extended military service.

56. Question: If our application for MDOT certification for MBE is currently locked for processing, can we still bid as a MBE prime contractor?"

Response: If a MBE firm wishes to bid on the procurement as a Prime and they are *not currently certified* through the Department of Transportation, they cannot utilize their MBE status to fulfill a portion of MBE subcontracting goal. They will be treated as a non-MBE firm. They will still need to find a certified MBE to propose to provide services towards the goal or ask for a waiver of either the whole goal or partial portion of the goal and subcontract with a MBE to fill the remainder of the goal.

57. Question: regarding Appendix 4. On Appendix 4A, there are referrals to other sections "Appendix2B" and "Form5B":

applicable labor category										
Generalized Experience: Insert the generalized experience description from the CATS+ RFP from Section 2.10 for the applicable labor category Provide dates in the format of MM/YY to MM/YY	(Identify specific work experiences from the resume that illustrate compliance with the Master Contract RFP Labor Category requirements for Generalized Experience.) <table border="1"> <thead> <tr> <th>FROM</th> <th>TO</th> <th>Job Title and Company</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td>Match to Form Appendix2B:</td> <td colspan="2"><insert cross-reference(s) to the full description on Form 5B></td> </tr> </tbody> </table>	FROM	TO	Job Title and Company				Match to Form Appendix2B:	<insert cross-reference(s) to the full description on Form 5B>	
FROM	TO	Job Title and Company								
Match to Form Appendix2B:	<insert cross-reference(s) to the full description on Form 5B>									
Specialized Experience: Insert the specialized experience description from the CATS+ RFP from Section 2.10 for the applicable labor category Provide dates in the format of MM/YY to MM/YY	(Identify specific work experiences from the resume that illustrate compliance with the Master Contract RFP Labor Category requirements for Specialized Experience.) <table border="1"> <thead> <tr> <th>FROM</th> <th>TO</th> <th>Job Title and Company</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td>Match to Form Appendix2B:</td> <td colspan="2"><insert cross-reference to the full description on Form 5B></td> </tr> </tbody> </table>	FROM	TO	Job Title and Company				Match to Form Appendix2B:	<insert cross-reference to the full description on Form 5B>	
FROM	TO	Job Title and Company								
Match to Form Appendix2B:	<insert cross-reference to the full description on Form 5B>									
TORFP Additional Requirements										

Our assumption is that those references should both be to Appendix 4B, can you confirm?

Response: Yes, they would match Appendix 4B.

58. In Amendment 3, Q&A for "45. QUESTION: If we are using MBE subcontractor, can we use their reference or past performance in this project/ can we use their experience as a reference)." The state replied 'No'. Considering there is a (significant) 30% MBE goal, it would be in the State's best interest to consider the past performance and experience of both the Prime and MBE sub to have a well-qualified and experienced team. We request the state to re-consider this to both should have 'past performance'.

Response: No, the master contractor must have the experience.



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59. Please clarify if Attachment H – “Conflict of Interest Affidavit and Disclosure” AND Attachment L – “Location of the Performance of Services Disclosure” are required with the Technical Proposal submittal.

Response: Both documents are required for this solicitation.

60. Will the government consider candidates with the necessary experience but without a Bachelors Degree?

Response: 3.12.8 Substitution of Education for Experience

A Bachelor’s Degree or higher may be substituted for the general and specialized experience for those labor categories requiring a High School Diploma. A Master’s Degree may be substituted for two years of the general and specialized experience for those labor categories requiring a bachelor’s degree. Substitution shall be reviewed and approved by the State at its discretion.

3.12.9 Substitution of Experience for Education

- A. Substitution of experience for education may be permitted at the discretion of the State.
- B. Substitution of Professional Certificates for Experience:
 - 1) Professional certification (e.g., Microsoft Certified Solutions Expert, SQL Certified Database Administrator) may be substituted for up to two (2) years for general and specialized experience at the discretion of the State.

61. TORFP, Appendix 4A states "Match to Form Appendix 2B: <insert cross-reference(s) to the full description on Form 5B>". Are we to ensure the candidate copy and paste the exact experience content from appendix 4B? Or are we to ensure the candidate insert a sentence that the experience is listed in appendix 4B? Please clarify.

Response: The offerors candidates should outline their experience in the resume that is required in TORFP. Not candidates total job experience.

In Attachment B, are we supposed to add additional labor categories to the blank rows with class hours already filled in? Or are we just leaving them blank?

Response: See Amendment 1 Question # 3. Revised Attachment B form



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62. Can we use the MBE forms without header and footer in our response or do we have to use them as it is mentioned in section 7 of the original RFP?

Response: Master Contractor must use the MBE forms as mentioned in section 7.

End of Amendment #6

Date Issued: June 15, 2020

By: Bernice Jeffries, Procurement Officer

Pre-proposal Conference IT Management Consulting Services

Attendee Report: CATS+ TORFP # E00B0600036

Report Generated:

06/09/2020 11:32 AM EDT

Webinar ID 548-355-139	Actual Start Date/Time 06/09/2020 08:30 AM EDT	Duration 1 hour 5 minutes
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Attendee Details

Attended	Interest Rating	Last Name
Yes	81	Ali
Yes	88	Anand
Yes	66	Athreya
Yes	94	Bassette
Yes	58	Chaturvedi
Yes	93	Dubey
Yes	82	Floyd
Yes	94	Fulton
Yes	48	Hall

Yes	40	Hans
Yes	95	Huggins
Yes	67	Jindal
Yes	52	Kapur
Yes	43	Konda
Yes	38	Le
Yes	61	Lee
Yes	42	Liu
Yes	60	Makwana
Yes	74	McLoughlin
Yes	62	Mulye
Yes	48	Nestore
Yes	38	Rajaguru
Yes	63	Saboo
Yes	67	Schad
Yes	41	Shrivastava

Yes	74	Sistla
Yes	79	Soman
Yes	57	Tripuramallu
Yes	55	Vaddoriya
Yes	85	Vibudhan
Yes	81	Wise
Yes	72	Yarlagadda
Yes	94	Zernhelt
No	0	Davis
No	0	Davis
No	0	Dubey
No	0	Jeffries
No	0	Kalwala
No	0	Kelly
No	0	Kelly
No	0	Lee
No	0	Ma
No	0	Ravi
No	0	Sawant
No	0	Singh
No	0	shamshabad

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AMENDMENT #7
Issued: October 21, 2020

CONSULTING AND TECHNICAL SERVICES+ (CATS+)
TASK ORDER REQUEST FOR PROPOSALS (TORFP) E00B0600036
IT MANAGEMENT CONSULTING SERVICES FOR BUSINESS INTELLIGENCE/DATA
WAREHOUSE E00B0600036 BUREAU OF REVENUE (BRE)

Ladies/Gentlemen:

This Amendment #7 is being issued to inform the master contractors that CATS+ TORFP E00B0600036 has been cancelled. Please accept this cancellation notice as the Comptroller of Maryland decision to cancel CATS+ TORFP E00B0600036 for IT Management Consulting Services for Business Intelligence/Data Warehouse (BRE). The State has determined that this action is fiscally advantageous to the State or otherwise in the State's best interest due to reasons outlined in COMAR 21.06.02.02(B)(1)

End of Amendment #7

Date Issued: October 21, 2020
By: Bernice Jeffries, Procurement Officer