



Peter Franchot
Comptroller

Dennis J. Krysiak, CPA
*Director
Administration & Finance*

**AMENDMENT #1
IT Management Consulting Services
CATS + TORFP E00B260007**

November 2, 2021

Michael E. Balderson
Michael E. Balderson
TO Procurement Officer

Ladies/Gentlemen:

This amendment #1 is being issued to amend and clarify certain information contained in the above referenced TORFP. All information contained herein is binding on all Offerors who respond to this TORFP. Specific parts of the TORFP have been amended.

3.10.2 Offeror Experience

The following experience is expected and will be evaluated as part of the TO Technical Proposal (see the Offeror experience, capability and references evaluation factor from **Section 6.2**):

- A. Demonstrated experience furnishing all necessary services required to successfully complete all tasks and work requirements and producing high quality deliverables described herein on contracts of similar scope for at least five (5) years.
- B. Demonstrated experience in successfully planning, managing, and executing one (1) or more projects of a size and scope comparable to that contained herein in a tax processing and collection environment for a U.S. federal, state, or local government unit within the last seven (7) years.
- C. Demonstrated experience, as a Master Contractor, providing IT management consulting and/or project management services for at least three (3) IT projects, at least one (1) of which must have been a multi-phased implementation with a cost in excess of \$10M. Engagements shall clearly outline starting and ending dates for each applicable project.
- D. Demonstrated experience as a contractor on one (1) or more contracts providing technical architecture, strategy, and integration for multiple inter-related applications. Engagements shall clearly outline starting and ending dates for each applicable project.
- E. At least one individual proposed have leadership experience participating in the evaluation and award of two (2) or more procurement proposals within the last eight (8) years with at least one of a size greater than \$10M. A subcontractor may be used to meet this expectation.
- F. At least five (5) years of experience as a contractor on one (1) or more contracts providing service delivery management for implementation and cloud hosting of a COTS solution with a wide variety of integration points and platforms. Engagements shall clearly outline starting and ending dates for each applicable project.
- G. At least one individual proposed have at least five (5) years of experience performing the following tasks in at least one (1) IT project:
 - 1) Creating and updating SDLC documentation; and
 - 2) Functional, technical and hosting Requirements Management (e.g.: validation, sufficiency, tracing, revisions, gap analysis, etc.)

- H. At least one individual proposed have at least three (3) years of experience performing the following tasks in at least one (1) IT project:
 - 1) Creating and updating SDLC documentation; and
 - 2) Managing the collection, documentation, and revisions of functional and technical requirements throughout the project lifecycle. A subcontractor may be used to meet this expectation.
- I. Demonstrated experience in integrating legacy mainframe systems with a distributed COTS solution.
- J. In-house expertise or evidence that the TO Contractor has fostered strategic alliances with other firms that have provided organizational change management services for at least three (3) years.
- K. Demonstrated experience in managing one (1) or more projects using agile methodologies.
- L. Demonstrated experience architecting integration solutions between disparate technology platforms (e.g., mainframe systems, AS400, modern distributed systems) in various levels of maturity. Mainframe to a modern distributed environment has a higher preference.
- M. Demonstrated experience drafting, coordinating, and evaluating public (e.g., Federal, State, local) procurements