Maryland Department of Transportation, The Secretary's Office
Office of Procurement
Addendum # 1
Web Support Services
TORFP # J02B0600023
07/06/2020

This Addendum number 1 is issued to clarify, add to, delete from, correct, and/or amend TORFP solicitation document number J02B600023 to the extent indicated herein and is hereby made a part of the said RFP document on which the contract will be based. COMAR 21.05.02.08 requires all amendments issued to be acknowledged.

Amendment 1: Extending Questions Due Date

The original due date for all questions was June 23, 2020 at 2:00 p.m. local time. Due to the number of questions that are still coming in significantly pass the initial questions due date, the questions due date is now revised - a new and final questions due date is set at: **Thursday July 9, 2020 at the close of business 4:30 P.M. local time.** Please review the questions listed within this addendum before you submit your question as it could have already been asked.

1. Given that SHA's technical environment and Web support service delivery requirements involve a significant variety of practical Microsoft technical qualifications and experiences, would the agency consider expanding the list of Microsoft Development technical certifications to require at most one (1) relevant Microsoft technical certification in lieu of only two (2) certifications (i.e. Exam 70-339, Exam MS-301) as stated in the solicitation for the Sr. System Architect/Administrator position/labor category TORFP Section 3.10.3? Also, expanding certification options for Sr. System Administrator/Developer and Sr. I/Net Site Administrator/Developer?

2. Are we able to substitute any of the required certifications for others that could be relevant, i.e. MCSD, MCP or MCA for SharePoint, 365, etc.

3. Is the VMWare considered a must have? A few candidates we have spoken to met a lot of other quals, but were lacking the VM Ware

4. Does the Architect need to have both the "Deploying SharePoint Server Hybrid" and "Managing Microsoft SharePoint Server 2016" certifications? Or one or the other?

5. Within the bid, there are other certifications listed as valuable to the client. Are these certifications able to also substitute for any of the required certifications? From the bid below:
    3) Certifications that will garner additional evaluation points:

    a) Amazon Web Services Certified Solutions Architect -Associate

    b) Exam MS-900: Microsoft 365 Fundamentals

    c) Exam 98-369: Cloud Fundamentals

    d) Exam 70-778: Analyzing and Visualizing Data with Power BI

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e) Exam AZ-103: Microsoft Azure Administrator

f) Exam 70-764: Administering a SQL Database Infrastructure

g) Exam 70-486: Developing ASP.NET MVC Web Applications

6. The following certifications have been very challenging to find in candidates who meet other required experience.

    1) Microsoft 365 Fundamentals

    2) Developing ASP.NET MVC Web Applications

    3) Administering a SQL Database Infrastructure

    Would SHA consider substituting these with years of experience or other technical study?

7. If an Offeror presents a candidate with other technical certifications, lists them on the Appendix 4 for TORFP requirements, and further explains the purpose or what the certification establishes about the candidate's knowledge and qualifications, will the Offeror still be considered? Would this be an acceptable alternative approach to take if candidates cannot be found who possess these certifications?

8. Are candidates required to do orals in person or virtually due to Covid-19?
    -
9. The qualifications list certifications & trainings which are old. Would you accept newer versions of the same certificate/ training than the one listed in the TORFP.
    -
10. Section 2.3.1
    Respond to critical trouble reports encountered after regular business hours by SHA's Network On-Call Personal
    How is after-hours work managed? Assigned? Is there an estimated number of hours the contractor should expect to spend on after-hours support?

11. Section 2.3.1
    Respond to critical trouble reports encountered after regular business hours by SHA's Network On-Call Personal
    Is it required that the only personnel to provide after hours support are those named on the contract as either key personnel or otherwise?

12. Section 2.3.5.S

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Secondary skills needed to support legacy systems
Can any specific secondary skills be named?

13. Section 2.3.5.W
The State shall be able to contact a Technical Support team member 24 hours per day, 7 days per week, 365 days per year.
How is after-hours work managed? Assigned? Is there an estimated number of hours the contractor should expect to spend on after-hours support? What support would be required during these non-business-hours?

14. Section 2.3.5.W
The State shall be able to contact a Technical Support team member 24 hours per day, 7 days per week, 365 days per year.
   - Is it required that the only personnel to provide after hours support are those named on the contract as either key personnel or otherwise?
   -
15. There are 3 positions in the RFP but it is asked for 4 key personnel. So we would like to know how many resumes need to be sent for each position?

16. How many vendors you are gonna select for this RFP or are you going to select only ONE vendor?
   -
17. 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?
   -
18. Is there any incumbent vendor/candidate already doing this job for all the roles?
   -
19. How many resumes need to be submitted per position?
   -
20. We have to submit E-1A - VSBE Subcontractor Unavailability Certificate only if we are not able to find a VSBE subcontractor right?
   -
21. Do we submit the form E-1A - VSBE Subcontractor Unavailability Certificate with the Technical Proposal? Or only after if we are awarded?
   -

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22. Attachments E- Forms E-2 and Forms E-3, do we submit it within 5 or 10 Business Days after the award as in the TORFP ATTACHMENTS AND APPENDICES it says 5 business days after the award and in the form, it says within 10 business days after the award. Could you please confirm.
    -

23. 3.10.11 Professional Development -C. The Offeror shall submit a Professional Development Plan as part of the TO Technical Proposal that identifies both annual training course cost allotments as well as annual training time allotments for all resources planned on this Task Order. As per the 3.10.11, in the TORFP it says we have to submit a professional development plan as part of the TO Technical proposal, which identifies the cost. But as per the rule, we do not specify any cost or price in Technical Proposal, right? Then how should we provide the cost for the professional development in the technical proposal?
    -

24. In this TORFP says in the Technical Proposal under proposed services we have to include the below. Could you please explain what exactly should we specify? The Offeror shall identify the location(s) from which it proposes to provide services, including, if applicable, any current facilities that it operates, and any required construction to satisfy the State's requirements as outlined in this TORFP.
    -

25. Is there a process like we have to acknowledge receipt of this solicitation and the amendments online through eMMA or DoIT website? Or we can just mention in the cover letter the acknowledgment of the amendments? Is the Transmittal Letter the same as the Cover letter? If not, where can we find a sample of the Transmittal Letter?
    -

26. In the summary of statement, it says it requires a minimum of four (4) highly qualified technical resources in accordance with the scope of work described in this TORFP. In addition to the initial four (4) key resources who will be available as of NTP Date will require two (2) additional resources to begin immediately. At the time of submitting the proposal, along with the specified 4 key resources do you require (2) additional resources also? If yes, then what type of 2 additional resources do you require? Are these two resources mentioned in Attachment B? If yes could you specify which among the additional resources are they? If it is not mentioned in Attachment B, then how does this work?
    -

27. Should we provide an overall team organizational chart of all the resources of the company and not just the team resources who are available to fulfill the Task Order scope of work?
    -

28. Should we submit the following along with the proposal? Current Balance Sheet, Financial Statement (P&L statement), Dunn and Bradstreet rating, Line of Credit, Financial track Record, Evidence of adequate working capital
    -

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29. Should we include the instructions page that comes with all attachments while submitting the proposal Eg: MBE forms.

    •

30. Should we include MDOT MBE FORM B STATE-FUNDED CONTRACTS PART 1 – INSTRUCTIONS FOR MBE PARTICIPATION SCHEDULE - GOAL/SUBGOAL PARTICIPATION WORKSHEET while submitting the proposal?

    •

31. Should we submit a transmittal letter separately? Can we include the acknowledgment in the cover letter itself?

    •

32. Should we submit the professional development below along with the proposal?

    • 3.10.11 Professional Development - The Offeror shall submit a Professional Development Plan as part of the TO Technical Proposal that identifies both annual training course cost allotments as well as annual training time allotments for all resources planned on this Task Order.

    •

33. Suppose if we submit the Proposal very much before the due date of the proposal, and if any addenda are released after we have submitted the proposal, then what can we do as it says we should acknowledge all addenda to this TORFP issued before the TO Proposal due date.

34. Should we prepare a transmittal letter separately on a letterhead or it can be included in the cover page itself?

35. Based on the information provided in this TORFP in the below sections, could you please advise if this TORFP is just to propose a team of resources and a Staffing plan or even provide COTS or custom software for Project execution as well?
    Please advise.

36. GOAL/SUBGOAL PARTICIPATION WORKSHEET- [(Total Subcontract Amount) / (Total Contract Value)]x 100%
    To calculate the percentage to be entered in Line 3.1 or Line 3.2 or Line 3.3 on column 3 in the MBE participation schedule form, what is the total contract value we have to consider? Have you specified the Total contract value in the RFP?

37. 3. Information Provided to MBE firms
    In the solicitation of subcontract quotations or offers, MBE firms were provided not less than the same information and amount of time to respond as were non-MBE firms.
    Could you please explain the above statement?

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38. To clearly understand the filling of the GOAL/SUBGOAL PARTICIPATION WORKSHEET and MBE Participation schedule is it possible to show calculation by providing realistic examples?

39. Could you please confirm if the below understanding is correct?
   - 5a - If we are using an MBE certified company and are certified to perform the required specific NAICS code services for achieving the MBE participation goal, then we apply the below rule. Please confirm the below calculation.

   [(Total Subcontract Amount) / (Total Contract Value)]x 100% 5b - If we are using an MBE certified company but is not certified to perform the required specific NAICS code services for achieving the MBE participation goal, then we apply the 60% rule. Please confirm the below calculation.

   [(Total Subcontract Amount) / (Total Contract Value)]x 60%

   5c - For each MBE firm that <u>is not</u> being used as a supplier/wholesaler/regular dealer/broker/manufacturer, to calculate the <u>amount</u> <u>of the subcontract for purposes of achieving the MBE participation goals</u>, divide the total amount of the subcontract by the total Contract value and insert the percentage in Line 3.1.

40. Please confirm the below calculation.
   [(Total Subcontract Amount) / (Total Contract Value)]x 100%

41. A dually certified MBE firm can use its own forces toward fulfilling ONLY ONE of the MBE sub-goals for which it can be counted.- What does it mean by dually certified MBE? Same company certified in two states?

42. Good Faith Efforts Guidance is required to be submitted only if we are requesting a waiver and has to be submitted within 10 business day only if we are awarded? Please confirm

43. Maximum how many companies can participate in achieving the VSBE participation goal? is there any limit and do we need to do any calculation similar to the MBE?

44. For preparing the proposal do we need to refer to MDOT IT Security Plan pdf document?
   -
45. I just want to confirm the scope of this TORFP. Is this TORFP just to propose a team of resources and a Staffing plan or even provide software for Project execution as well?
   - Please advice.
   -
46. I just want to confirm the scope of this TORFP.

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- Based on the information provided in this TORFP in the below sections, could you please advise if this TORFP is just to propose a team of resources and a Staffing plan or even provide COTS or custom software for Project execution as well?

47. Please advise.
    2.2.2   Project Background
    The MDOT SHA is issuing this TORFP to obtain Operations and Maintenance (O&M) support for its Internet and Intranet systems operations. This support will consist of <mark>six (6) highly qualified full-time on-site resources</mark> with potential of adding, on a work-order basis, other O&M tasks which fall broadly within the intended scope of this TORFP. The resources provided (O&M) shall have a broad range of technical capabilities to manage Internet and Intranet system operations, maintenance and support activities. These resources will be responsible for SharePoint, MSSQL and other Web Server activities of the mission critical business applications throughout SHA.
    2.3.10 Product Requirements
    A.   <mark>Offerors may propose open source software</mark>; however, the Offeror must provide operational support for the proposed software as part of its TO Proposal.
    Offeror shall be authorized to furnish the proposed goods and services. Offerors proposing to resell services of another entity must be authorized by such other entity (See TORFP Section 5.4.2.J.2.
    3.15.1 TORFP Subject to CATS+ Master Contract
    - "In addition to the requirements of this TORFP, the Master Contractors are subject to all terms and conditions contained in the CATS+ RFP issued by the Maryland Department of Information Technology (DoIT) and subsequent <mark>Master Contract Project Number 060B2490023</mark>
    -
48. Sr. System Architect/Administrator - Should the candidate have both the certifications?
    - Exam 70-339: Managing Microsoft SharePoint Server 2016
    - Exam MS-301: Deploying SharePoint Server Hybrid
    -

49. Does the additional preferred qualifications apply to all the positions?

50. Which 2 additional resources should be made available to join immediately when awarded along with presented 4 key Personnel's?

51. Sr. I/Net Site Administrator/Developer - Should the candidate have all the certifications?
    - Microsoft 365 Fundamentals
    - Developing ASP.NET MVC Web Applications

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   o Administering a SQL Database Infrastructure
52. Are there incumbent contractors currently performing this work? If so please list them.

53. Is this a recompete intended to extend the period of performance of an incumbent contractor, or does the Department desire a new TO contractor for this Task Order?
    -

54. How frequent is routine travel anticipated, and how frequent is non-routine travel anticipated? Will the non-routine travel include overnight stays, and if so how often?
    -

55. Page 10, Section 2.3.7.J vs Page 11, Section 2.3.8.L There are two different systems listed for entering status and time records, MS Project in one case vs Innotas in the other. Is the requirement to enter time and status into both systems or just one, and if just one, which one?
    -

56. Please clarify and quantify the acceptance criteria and quality requirements that will be used to determine that a Task Order payment would be deemed not due and payable, reduced or withheld as described in Sections 3.3.2 and 3.3.5 in any given monthly invoice, given that software in development may not be subject to acceptance testing for potentially months in the future, yet an invoice must be submitted within 30 days of work being performed.
    -

57. Page 20, Section 3.3.5D & F, Please clarify the maximum amount that could be reduced or withheld from a given monthly invoice submission

58. Is reducing or withholding invoice payments the only remedy for not meeting the quality requirements or are there other forms of penalty for not meeting the described service levels?

59. Is this reducing or withholding of invoice payments subject to the 1x amounts paid stated limit on liability?
    -

60. Page 31, section 3.10.3.A.1.c & Page 35, 3.10.9 These Microsoft Exams are shown on the Microsoft website as planned for retirement long before the anticipated NTP date of May 2021. Key personnel will not be able to maintain these certifications once they are retired, and there is little direction from Microsoft currently as to which exams, If any, will replace these during the 5 year period of performance. Will the Department consider staff who meet the experience requirements, but who may have different Microsoft certification(s) than these specific exams?
    -

61. Will the Department accept staff who satisfy the selection criteria in every other way except these specific exams, if they are able to taking these specific exams or their replacement(s) if any, prior to starting work?

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62. Please clarify the Department's expectation of remaining in good standing with these required certifications after these specific exams are retired by Microsoft.

63. Please provide the page limit for the response to Volume I and its different sections, if applicable.

64. In section 2.1.4, Resources are required to work at MDOT SHA Headquarters. Given the Covid-19 circumstances represent unknowns regarding the ability to work from home, social distancing and the like, may staff work remotely?

65. Are we correct in understanding that references are the only minimum qualification documentation as proof of experience, i.e. there is no minimum qualification documentation required associated with the certifications listed in Section 1.1.1? Please clarify if documentation of certifications is required and if so what form does the Department expect for that documentation?

66. Page 51 sec 6.2 Please provide the relative weight percentage of each of the criteria listed as Sections 6.2.1-6.2.4

67. Page 52 sec 6.4.F Please provide the relative weight percentage for the Technical Proposal vs the Financial Proposal in making this "most advantageous" decision
    -

68. There are no responsibilities mentioned for the key personnel Sr. I/Net Site Administrator/Developer. But it seems that the responsibilities stated in Section 2.3.1 are for this position. Please confirm.
    -

69. Does MDOT- SHA have any incumbent contractor(s) currently working, or who recently worked, on this project? If so, is the incumbent eligible to respond to this solicitation?

70. For the position on Sr. System Architect/Administrator, please clarify whether both Microsoft SharePoint Server 2016 and Deploying SharePoint Server Hybrid Certifications are required from the key personnel or the vendor can propose key personnel with either Microsoft SharePoint Server 2016 Certification or Deploying SharePoint Server Hybrid Certification?

71. What is the visa requirement for Key Personnel?

72. Is this a new requirement or is there an incumbent(s)? If so, can you please disclose the incumbent(s) name and if possible please provide the incumbent proposals?

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73. What is the estimated budget for this contract? If unknown, please provide the previous spending.

74. To offer you competitive pricing, please share the incumbents' cost proposal.
    •

75. Refer to 5.3.5 Two-Part Submission, it is our understanding that the TO Technical/Financial Proposal would be submitted in Microsoft Word format, and searchable Adobe PDF format, and one searchable redacted copy in Adobe PDF format. Is it correct?

76. It is our understanding that the Additional Preferred Qualifications given in 3.10.3 Personnel Experience are for all three positions? Is it correct?

77. The certifications listed in section 1.1.1 and 3.10.3 are actually exams. Will the State change the wording of the TORFP or clarify the requirements?

78. Is the incumbent allowed to bid on this TORFP?
    •

79. I just wanted to know the previous contract information if you can provide its very helpful for us. J02B5400007_SHA Web Support Services last awarded to G.R. Patel & Associates, Inc. (GRPA), Can you please provide budget information.
    •

80. Please reiterate what you said about a list of attendees at the Pre-Bid conference. What if any information, such as company names, individuals or email addresses will be provided so that we can network with other firms to build our MBE teams?
    •

81. On DoIT's website https://doit.maryland.gov/contracts/Pages/CATSPlusMBEParticipation.aspx there is a link to the Department of Veterans affairs veteran's business search site (VETBIZOPS) at: https://www.vip.vetbiz.gov/. This link does not work and returns the error "This site can't be reached. www.vip.vetbiz.gov's server IP address could not be found." Please provide the website where we can find a list of VSBE certified businesses that will meet the TORFP requirements.
    •

82. TORFP Section 4.5 "Oral Presentation" talks about "oral presentation" by the Offeror and/or "interviews" of proposed personnel.   Can MDOT SHA clarify if it intends to have an oral presentation with all the proposed resources present in the oral presentation (i.e., a "group" interview with the Offeror being present) *or* separate interviews for each of the proposed four (4) key personnel?

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83. What is the approximate timeframe for MDOT SHA to have the "oral presentation" or "interviews" of the proposed key personnel candidates? Phrased differently, what is the "no-later-than" month that MDOT SHA plans to hold "oral presentation" or "interviews" for the candidates of short-listed contractors?

84. Can MDOT SHA provide the Attachments / Appendices (as mentioned in Section 7 of the TORFP) that need to be submitted along with the Proposal in <u>Microsoft Word format</u>? This will enable the Contractors to fill out the Forms.

- This includes the Bid / Proposal Affidavit; MDOT MBE Forms A and B; VSBE Form E-1; Maryland Living Wage Requirements for Service Task Orders and Affidavit of Agreement; Conflict of Interest Affidavit and Disclosure; Location of the Performance of Services Disclosure; and Labor Classification Personnel Resume Summary (Appendix 4A and 4B).

-

85. The TORFP, it is requiring the submission of four (4) Key personnel however, there are only 3 positions listed, i.e., Senior Microsoft SharePoint, SQL, and IIS, System Architect/Administrator (Sr. System Architect/Administrator), Senior Microsoft SharePoint, SQL, and IIS, System Administrator/Developer (Sr. System Administrator/Developer), and Senior Internet/Intranet Site System Administrator/Developer (Sr. I/Net Site Administrator/Developer). Of the three listed, which one requires the submission 2 candidates; or do we make the selection?

86. Can Federal Small Business Administration (SBA) certified Veteran Owned Small Business (VOSB) be used in place of State of MD MDOT Veteran Small Business Enterprise (VSBE) vendors and the bid still be compliant?

87. Will the TORFP 4.5 Oral Presentation be conducted virtually, and can the Key personnel and contractor staff participate virtually due to COVID-19?

  -
88. Reference: 1.1 Offeror Personnel Minimum Qualifications - Can bidders select a CATS+ Year-6 labor category and rate of their choice for each position?

89. What is the initial and final contract value of the incumbent?

90. Is 1 out 2 certifications mentioned for Sr. System Architect/ Administrator acceptable or do the consultant for this position need to have both. Please confirm.

91. We assume that consultants with advanced certification, other than those listed in TORFP are acceptable. Please confirm.

92. Is Microsoft Transcript acceptable in lieu of copy of required certification?

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93. Down the road, if any consultant leaves the project – can the replacement consultant attend this mandatory training during off business hours or on weekends?

94. The incumbent's (GR Patel & Associates) contract expired in April. Have the start extended this contract? If so, until when (what date) is the contract extended?

95. What is the total contract value of the incumbent contractors' contract (i.e. TORFP J02B5400007) with extensions?

96. In the price sheet, it is listed for 4 Key Personnel and 2 additional Sr. I/Net Site Administrator/Developer positions at NTP for a total of 6 people (i.e. 1 Sr. System Architect, 2 Sr. System Administrator and 3 Sr. I/Net Site Administrator) at NTP. Is our understanding correct?

97. In the price sheet, the state is asking price for nine (9) optional resources. In the current incumbent contract (TORFP J02B5400007) how many additional resources have the state procured and how many total resources are working on the contract (i.e. Key personnel + optional resources).

98. What is the expected start date for the new contract?

99. There is no PM listed in this TORFP. Is the SHA PM responsible for managing these resources?

100. Substitution of Experience for Education, Page 40, 3.10.8. B. Please confirm that the professional certifications required for the key personnel can be substituted by experience or other relevant certifications.

101. Can you clarify the process for finding VSBE's? MDOT provides a MBE directory but no reference materials to see who is registered in MD as a VSBE.

102. Can you clarify the past performance that the vendor must show in .NET or associated SharePoint backend projects, as this is primarily team augmentation with no support provided by vendor SME's?

103. When is the expected award date?

104. How has the performance been with current incumbent G.R. Patel Associates?

105. Would the MDOT procurement team consider an extension to the due date, due to the upcoming 7/4 holiday and the schedule that answers to the Q&A will be released to vendors?

106. What is the anticipated start date of the project?

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107.   Can the proposed personnel be replaced before the start in an event that they are not available at the time of start?

108.   We are reviewing 4.7.2 of the RFP and would need some guidance so that we are certain that UVS, as an MBE can fulfill the MBE requirements internally. Please confirm:
   4.7.2
   - *In 2014, Maryland adopted new regulations as part of its Minority Business Enterprise (MBE) program concerning MBE primes. Those new regulations, which became effective June 9, 2014 and are being applied to this task order, provide that when a certified MBE firm participates as a prime contractor on a contract, an agency may count the distinct, clearly defined portion of the work of the contract that the certified MBE firm performs with its own forces toward fulfilling up to fifty-percent (50%) of the MBE participation goal (overall) and up to one hundred percent (100%) of not more than one of the MBE participation subgoals, if any, established for the contract. Please see the attached MBE forms and instructions.*

109.   As it is mandatory to provide the source file of the technical proposal in a word document and since in the RFP it says No attachment forms shall be altered and the TO Technical Proposal and all supporting material should be in Microsoft Word format, version 2007 or greater, when we try to copy-paste or insert the pdf to word converted attachment forms in a word document, we are coming across a lot of alignment issues.

110.   would it be okay to fill the forms in a pdf editor and then take images of those filled attachment forms from the PDF and then copy-paste it as images in the source word document?

111.   Technical Proposal - Proposed Services -Identify the location(s) - The Offeror shall identify the location(s) from which it proposes to provide services, including, if applicable, any current facilities that it operates, and any required construction to satisfy the State's requirements as outlined in this TORFP. Question - Is the above referring to Attachment L - Location Of the performance of services disclosure and should we insert the Attachment L under the Proposed services - identify the locations?
   -

112.   4.6 Limitation of Liability

the   The TO Contractor's liability is limited in accordance with the Limitations of Liability section of CATS+ Master Contract. TO Contractor's liability for this TORFP is limited to one (1) times the total TO Agreement amount. Question - What is the meaning of the above statement?

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113.   What is the anticipated award date for this solicitation?
   •

114.   Is this new requirement? If not, can you provide incumbent(s) name and contract number(s)?

115.   What is the maximum number of resumes that can be submitted for each position?
   •

116.   Are there any VISA requirements for the Key Personnel being submitted?
   •

117.   For contractors submitting as a team, is there a maximum or minimum number of required past performances/experiences that must come from the Prime offeror vs. Subcontractors?
      •

118.   Can you clarify the information we should include in the Proposed Solution section? The instructions say "The proposed solution shall be organized to exactly match the requirements outlined in Sections 2-3." Some of the requirements listed are statements such as Section 3.3 Invoicing. Do you expect a response for these items, and if so, should it be a statement acknowledging the requirement?

119.   In Section 2.3.1, bullet U states that "*Retain daily backups for one (1) month and retain weekly backups for two (2) years*'. It is our understanding that the State would own and maintain backups. The TO Contractor is merely providing personnel to assist with the tasks. Can you please clarify.

120.   In Section 3.5, the RFP seems to indicate that the TO Contractor would be maintaining the State's data on the TO Contractor's hardware. It is our understanding that all hardware and hosting infrastructure will be owned and maintained by the State and that the TO Contractor is merely providing personnel. Can you please clarify.
   1.   Similarly in section 3.5.2, the RFP requests the TO Contractor to provide import and export of data. Since all the data is housed and owned by the State, it is not clear as to what this section implies.

121.   In section 2.1.2, the RFP states that "In addition to the initial four (4) key resources **who will be available as of NTP Date**, will require two (2) additional resources to **begin immediately**." In Attachment B, the RFP states "Sr. I/Net Site Administrator/Developer 1-key personnel, **2 personnel at NTP**". Does this imply all 6 at NTP or just 4 at NTP?

122.   The Offeror key personnel proposed must possess the following certifications:

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A. "Sr. System Architect/Administrator": 1) Deploying SharePoint Server Hybrid 2) Managing Microsoft SharePoint Server 2016 Question? Is the Sr. Architect/Administrator required to have both certifications or one of either?

B. "Sr. System Administrator/Developer" (each proposed must have at least one certification from the list below): 1) Microsoft 365 Fundamentals 2) Developing ASP.NET MVC Web Applications 3) Administering a SQL Database Infrastructure

C. "Sr. I/Net Site Administrator/Developer" (each proposed must have at least one certification from the list below): 1) Microsoft 365 Fundamentals 2) Developing ASP.NET MVC Web Applications 3) Administering a SQL Database Infrastructure

123.   Section 2.3.1 of the TORFP indicates "General Responsibilities", with no specific key personnel role notated. Are the General Responsibilities in 2.3.1 for all key personnel roles, or specific to the Sr. I/Net Site Administrator/Developer role?

124.   Do the Recurring Daily/Weekly/Monthly Responsibilities in 2.3.4, Existing System Maintenance Responsibilities in 2.3.5 and the New System Development Responsibilities in 2.3.6 apply to all key personnel roles?

125.   Appendix 4A Minimum Qualifications Summary states "Minimum qualifications and required certifications as defined in Section 2.10 of this TORFP"; however, we cannot find Section 2.10 in TORFP J02B0600023. Could you please provide clarification on the minimum qualifications and required certifications and section of TORFP J02B0600023 offerors should reference here?

126.   Appendix 4B Labor Classification Personnel Resume Summary states "Requirement (See Section 2.10)." Could you please confirm that we should be referencing Section 2.10 of the CATS+ RFP and not TORFP J02B0600023?

127.   Must the Prime Offeror meet all offeror experience requirements or can this be met between of mix of experience between the Prime Offeror and subcontractors?

128.   Section 5.4.2, D, 5a) – Planned team composition by role (Important! Identify specific names and provide history only for the proposed resources required for evaluation of the TORFP). By history for the proposed resources, do you mean you want to see a resume or overview of their experience in addition to the Appendix 4s?

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Maryland Department of Transportation, The Secretary's Office
Office of Procurement
Addendum # 1
Web Support Services
TORFP # J02B0600023
07/06/2020

129.   I see there is MBE and veteran goal and can we respond without fulfilling those goals or are they mandatory?

130.   we have not find any role and responsibility for Sr I/Net Site Administrator/Developer.

131.   Orals Presentation (Page 43): Can we done through phone or online?

    •

132.   Candidate should be on W2 or we find candidates on 1099?

133.   How big is the existing team which currently managing the Internet & Intranet services?

    •

134.   What is the TCV of the current contract? What is the duration?

135.   Being a self-satisfied MBE can we team up with a Non MBE sub? Will that be an compliance issue?

All information contained herein is binding on all bidders who respond to this RFP. Please acknowledge receipt of this Addendum #1 with your Proposal submission.

End of Addendum # 1

Maryland Department of Transportation, The Secretary's Office
Office of Procurement
Addendum # 2
Web Support Services
TORFP # J02B0600023
07/08/2020

This Addendum number 2 is issued to clarify, add to, delete from, correct, and/or amend TORFP solicitation document number J02B0600023 to the extent indicated herein and is hereby made a part of the said RFP document on which the contract will be based. COMAR 21.05.02.08 requires all amendments issued to be acknowledged.

Amendment 2: Adding Pre-proposal conference Summary with two attachments (spreadsheet containing consolidated contact information from Attachment Form A and the Pre-Proposal Summary document).

Amendment 3: TO Proposals Due (closing) Date
~~July 15, 2020~~ 2:00 P.M. Local Time
Revised Proposal Due (closing) Date
August 5, 2020

All information contained herein is binding on all bidders who respond to this TORFP. Please acknowledge receipt of this Addendum #2 or each individual Amendment within your Proposal submission. All other terms and conditions and solicitation content remain the same or as amended thus far.

End of Addendum # 2

Maryland Department of Transportation, The Secretary's Office
Office of Procurement
Addendum # 3
Web Support Services
TORFP # J02B0600023
07/28/2020

This Addendum number 3 is issued to clarify, add to, delete from, correct, and/or amend TORFP solicitation document number J02B0600023 to the extent indicated herein and is hereby made a part of the said RFP document on which the contract will be based. COMAR 21.05.02.08 requires all amendments issued to be acknowledged.

Amendment 4: Adding Questions and Answers Document (see attached file named Combined #2)

Amendment 5: TO Proposals Due (closing) Date
~~July 15, 2020~~   **2:00 P.M. Local Time**
Revised Proposal Due (closing) Date
~~August 5, 2020~~
August 14, 2020

All information contained herein is binding on all bidders who respond to this TORFP. Please acknowledge receipt of this Addendum #3 or each individual Amendment within your Proposal submission. All other terms and conditions and solicitation content remain the same or as amended thus far.

End of Addendum # 3

Maryland Department of Transportation, The Secretary's Office
Office of Procurement
Addendum # 4
Web Support Services
TORFP # J02B0600023
07/31/2020

This Addendum number 4 is issued to clarify, add to, delete from, correct, and/or amend TORFP solicitation document number J02B0600023 to the extent indicated herein and is hereby made a part of the said RFP document on which the contract will be based. COMAR 21.05.02.08 requires all amendments issued to be acknowledged.

Amendment 6: Adding a Revised Questions and Answers Document (see attached file named: Q and A Final for Web Support) clarifying responses to questions 47, 83, and 131.

All information contained herein is binding on all bidders who respond to this TORFP. Please acknowledge receipt of this Addendum #4 or each individual Amendment within your Proposal submission. All other terms and conditions and solicitation content remain the same or as amended thus far.

End of Addendum # 4