

**Maryland Department of Transportation
Office of Procurement
CATS+ TORFP J02B0600092
(SHA)**

**Application Software Support and Maintenance for The Commercial Vehicle
Information Exchange Window (CVIEW) System**

Addendum #1

December 10, 2020

Addendum #1 is being issued provide Pre-Proposal Minutes, and sign-in Sheet of attending firms for the above named TORFP. All information contained herein is binding on all offerors who respond to this TORFP.

Please see Separately attached Pre-Proposal Conference Procurement Review and sign-in Sheet of attending firms for the above named TORFP.

Please note: Questions are due Close-of-Business on Monday, December 14, 2020, however I will accept questions after that date, until it becomes necessary to cut off questions before the Holiday.

End of Addendum #1



Pre-Proposal Conference Procurement Review

CATS+ TORFP J02B0600092

**Maryland Department of Transportation (MDOT), and
State Highway Administration (SHA)**

**APPLICATION SOFTWARE SUPPORT AND MAINTENANCE FOR THE COMMERCIAL
VEHICLE INFORMATION EXCHANGE WINDOW (CVIEW) SYSTEM**

Thursday, December 10, 2020, 10:00 a.m. (EST)

Welcome to the Pre-proposal conference for the CATS+ Task Order Request For Proposal #J02B0600092 for the Maryland Department of Transportation and State Highway Administration – APPLICATION SOFTWARE SUPPORT AND MAINTENANCE FOR THE COMMERCIAL VEHICLE INFORMATION EXCHANGE WINDOW (CVIEW) SYSTEM. My name is Joseph Palechek and I am the Procurement Officer assigned to this project.

Please be aware there is no MBE or VSBE Goal on this solicitation.

In attendance with me today are Dave Czorapinski and Manoj Pansare from SHA.

I would now like each firm to introduce themselves and state whether the firm is an MBE/VSBE or SBR firm.

Throughout this Pre-Proposal Conference, if you want an official response to any question, you are asked to submit question in writing to me, via email.

I will be going over and taking questions regarding the Procurement part of this project.

I will then turn the conference over to Mr. Czaropinski and Mr. Pansare who will review the scope of work and take questions.

Reminder to everyone:

- The main purpose of this pre-proposal conference is to review the procurement requirements, address concerns, provide clarification, and provide instructions pertaining to the solicitation and scope of work, and answer questions.

- This CATS+ TORFP was released through email on **Tuesday, December 1, 2020**.
- Offerors will have the opportunity to submit questions in writing; **written questions must be submitted to me at jpalechek@mdot.state.md.us by Monday, December 14, 2020 close of business**
- The Questions and Answers will be addressed and released via Addendum as soon as possible after the due date and time.
- Pre-proposal minutes, sign in sheet(s) and all questions and responses will be published as an addendum and become part of this solicitation later today.
- Changes to the scope of work or any response requirements will be published as an addendum and supersede the original published documents per COMAR 21.05.02.07.
- The Due Date and time for proposal Submission is currently **Monday, January 11, 2021 @ 2:00 pm Local Time**. Please be aware that “The date and time of an e-mail TORFP submission is determined by the date and time of arrival of all required files in the TO Procurement Officer’s e-mail inbox.” NOTE: Please do not wait until the last minute to submit your proposals, it can take up to several minutes for the transfer of information into the Procurement Officers e-mailbox.
- As a reminder, the Technical Proposal submission along with all of the required Attachments (listed under Section 7 TORFP), are to be sent in a separate email from the Financial Proposal. Please make sure the subject line of each email contains the TORFP # what attachments are included in the email (Technical Proposal, Financial Proposal, Attachments, etc).
- The Technical and Financial Proposals are required be sent Password protected. The Procurement Officer will request the passwords for the Technical and Financial Proposals from the Offeror when needed. Passwords for Technical and Financial proposals are to be different.
- Please submit your offer in the format listed in section 5 of the TORFP, as this will help to ensure that you have submitted all requested information as well as assist the evaluation team to determine that all information has been received.

- Please be aware that MDOT has a file size limitation of 20 megabytes on all email transmissions. Number your emails (1 of 2, 2 of 2 etc) per Section 4.1
- It is the Contractor's responsibility to ensure that the Procurement Officer has received your offer. If you do not receive a "received" email response from me, the Procurement Officer, you should call and confirm that your email was received.
- PLEASE BE SURE TO SEND YOUR RESPONSES EARLY ENOUGH TO ALLOW SUFFICIENT TIME FOR THE EMAILS TO ARRIVE TIMELY.
- The MDOT will award this project to One (1) Master Contractor.
- Firms submitting proposals are required to provide the name/number of your point of contact to set up interviews
- Please be sure to review Section 6 – Evaluation and Selection Process.
- There is a **NO Minority Business Enterprise (MBE) Goal** for this project. MDOT encourages MBE firms to participate in this solicitation.
- If there are any MDOT Certified MBE firms, or Veteran Owned Small Businesses in attendance today, this would be a good opportunity to network with Firms planning to submit as a Prime Contractor.

Friendly reminder:

- It is your responsibility to update your company's information as necessary on the DoIT website. (ie. MBE, SBR, address, point of contact and especially point of contact).
- MDOT or MDOT Procurement does not have the capability of updating DoIT's master contractor's information.
- Any questions or concerns should be directed to [The Department of Information Technology](#)
- Only the information communicated by the Procurement Officer in writing shall be the official position of the MDOT. MDOT assumes no responsibility for information communicated by any other source.

**MARYLAND DEPARTMENT OF TRANSPORTATION
OFFICE OF PROCUREMENT
TORFP J02B0600092**

TITLE: SHA - APPLICATION SOFTWARE SUPPORT AND MAINTENANCE FOR THE COMMERCIAL VEHICLE INFORMATION EXCHANGE WINDOW (CVIEW) SYSTEM

DATE: Thursday, December 10, 2020 at 10:00 am (EST)

[X] VIRTUAL PRE-PROPOSAL MEETING Page 1

| COMPANY NAME | PRINTED NAME | PHONE NUMBER | E-MAIL ADDRESS | MBE | SBR | VSBE |
|------------------------------|------------------|--------------|--|-----|-----|------|
| MDOT TSO | Joe Palechek | 410-865-1137 | jpalechek@mdot.state.md.us | | | |
| MDOT SHA | Manoj Pansare | | mpansare.consultant@mdot.maryland.gov | | | |
| MDOT SHA | Dave Czorapinski | | dczorapinski@mdot.maryland.gov | | | |
| GCOM Software, LLC | Amber Schad | | Amber.schad@gcomsoft.com | | | |
| Serigor, Inc. | Ashley Boykin | | Ashley.boykin@serigor.com | MBE | | |
| Skyline Technology Solutions | Brian Hackenberg | | bhackenberg@skylinenet.net | | | |
| Infojini, Inc. | Crystal Cooper | | presales@infojiniconsulting.com | | | |
| DK Consulting | George Hardy | | ghardy@dkconsult.net | MBE | | |
| GCOM Software, LLC | Jim Ewald | | Jim.ewald@gcomsoft.com | | | |
| GCOM Software, LLC | Lonny Stevenson | | Lonny.stevenson@gcomsoft.com | | | |
| OBXTEK, Inc. | Paul Grimshaw | | pgrimshaw@obxtek.com | MBE | | |
| OBXTEK, Inc. | Priyank Devenraj | | pdevenraj@obxtek.com | MBE | | |
| MDOT SHA | Tina Sanders | | tsander@mdot.maryland.gov | | | |
| Mindbord, Inc. | Vinay Pande | | vpande@mindboard.com | MBE | SBR | |
| MDOT SHA | Mary Ann Labib | | mlabib@mdot.maryland.gov | | | |
| Iteris, Inc. | Whitney Raya | | wln@iteris.com | | | |
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**Maryland Department of Transportation
Office of Procurement
CATS+ TORFP J02B0600092
(SHA)**

**Application Software Support and Maintenance for The Commercial Vehicle
Information Exchange Window (CVIEW) System**

Addendum #2

December 22, 2020

Addendum #1 is being issued provide Answers to Questions submitted by Master Contractor for the above named TORFP. All information contained herein is binding on all offerors who respond to this TORFP.

Questions TORFP J02B0600092

- Question 1: Is there an Incumbent? If Yes,
a) What is the incumbent name?
b) What is the incumbent contract number?
c) What is the existing contract value?
d) When is the current contract expiring?
Answer 1: Yes. a) Skyline Technology Solutions. b) J02B4400035. c) \$616,026.02. d) 06/30/2021
- Question 2: Can the Offeror Minimum qualifications be met by the Subcontractor or is it mandatory to be fulfilled by the Prime?
Answer 2: Yes, the Offeror minimum qualification can be met by a subcontractor.
- Question 3: Why is section 1.1.1 under Offeror Minimum Qualifications mandatory? Is it okay if the contractor fulfils only section 1.1.2 i.e. proficiency in any of the mentioned software technologies?
Answer 3: Section 1.1.1 is mandatory, because the State wants the contractor to have experience in the providing the services requested. The contractor must have 5 years of experience in providing the services requested under 1.1.1, as well as experience in the proficiency of the software technologies request in 1.1.2
- Question 4: In section 1.1.1, it is mentioned that "At least five (5) years of experience providing Commercial Vehicle Information Exchange Window (CVIEW) product support services to government entities." So, is this requirement for the bidder company or for the key personnel?
Answer 4: Section 1.1 identifies all the Offerors minimum qualification requirements and Section 1.2 identifies all the Offerors Personnel minimum qualification requirements.
- Question 5: Is there any incumbent vendor/candidate already doing this job for all the roles?
Answer 5: See answer to Question 1 a
- Question 6: How many resumes need to be submitted per position?
Answer 6: Two resumes need to be submitted. See Section 2.1.5 "The TO Contractor shall provide one (1) Project Manager and one (1) Software Development / Support Manager (Key Personnel) who are required to start at Notice to Proceed (NTP)."

End of Addendum #2

VENDOR FEEDBACK FORM

To help us improve the quality of State solicitations, and to make our procurement process more responsive and business friendly, please provide comments and suggestions regarding this solicitation. Please return your comments with your response. If you have chosen not to respond to this solicitation, please email this completed form to the attention of the Procurement Officer, Joseph Palechek at jpalechek@mdot.maryland.gov.

Title: Application Software Support and Maintenance for the Commercial Vehicle Information Exchange Window (CVIEW) System
Solicitation No: J02B0600092

1. If you have chosen not to respond to this solicitation, please indicate the reason(s) below:
 - Other commitments preclude our participation at this time
 - The subject of the solicitation is not something we ordinarily provide
 - We are inexperienced in the work/commodities required
 - Specifications are unclear, too restrictive, etc. (Explain in REMARKS section)
 - The scope of work is beyond our present capacity
 - Doing business with the State is simply too complicated. (Explain in REMARKS section)
 - We cannot be competitive. (Explain in REMARKS section)
 - Time allotted for completion of the Proposal is insufficient
 - Start-up time is insufficient
 - Bonding/Insurance requirements are restrictive (Explain in REMARKS section)
 - Proposal requirements (other than specifications) are unreasonable or too risky (Explain in REMARKS section)
 - MBE or VSBE requirements (Explain in REMARKS section)
 - Prior State of Maryland contract experience was unprofitable or otherwise unsatisfactory. (Explain in REMARKS section)
 - Payment schedule too slow
 - Other: _____
2. If you have submitted a response to this solicitation, but wish to offer suggestions or express concerns, please use the REMARKS section below. (Attach additional pages as needed.)

REMARKS:

Vendor Name: _____

Date: _____

Contact Person: _____ Phone _____

Address: _____

E-mail Address: _____