



DEPARTMENT OF HEALTH

Larry Hogan, Governor · Boyd K. Rutherford, Lt. Governor · Dennis R. Schrader, Secretary

Office of Contact Management and Procurement - Jim Beauchamp

VIA EMAIL TRANSMISSION

TASK ORDER REQUEST FOR PROPOSAL
Maryland Department of Health
**Medicaid Management Information System (MMIS-II)
Support and Maintenance Resources (M00B2600302)**

**Addendum #1
Issued: April 14, 2022**

All persons who are known by the Issuing Office to have received the above-referenced TORFP are hereby advised of the following revisions:

1. The TORFP currently reads:

TORFP Key Information Summary Sheet (Page 2) of TORFP currently reads:

MBE Subcontracting Goal:	30% with the following subgoals: 7% for African American MBEs, 0% for Asian-American MBEs, 2% for Hispanic-American MBEs, and 8% for Woman-Owned MBEs.
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Under Section 3.9.3, Key Personnel Experience (Page 32)

A.	Only those Offerors supplying proposed Key Personnel that fully meet all experience checked under 'Minimum Qualifications' in tables 3-3, 3-4, and 3-5 shall be eligible for TORFP proposal evaluation.
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Under Section 7, TORFP ATTACHMENTS AND APPENDICES (Page 59)

Table 1: TORFP ATTACHMENTS AND APPENDICES

Revisions:

TORFP Key Information Summary Sheet (Page 2) correction:

MBE Subcontracting Goal:	30% with the following subgoals: 10% for African American MBEs, 0% for Asian-American MBEs, 0% for Hispanic-American MBEs, and 10% for Woman-Owned MBEs.
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Under Section 3.9.3, Key Personnel Experience (Page 32)

A.	Only those Offerors supplying proposed Key Personnel that fully meet all experience checked under 'Minimum Qualifications' in tables 3-3, 3-4, and 3-6 shall be eligible for TORFP proposal evaluation.
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Under Section 7, TORFP ATTACHMENTS AND APPENDICES (Page 59)

Table 1: TORFP ATTACHMENTS AND APPENDICES

All other terms and conditions remain unchanged.

This Addendum is issued under the authority of State Procurement Regulations, COMAR 21.05.02.08 and with the approval of the Procurement Officer MDH.

4/14/22
Date

Denise Coates
Denise Coates
Contract Officer, OCMP

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Addendum #1
MMIS-II (M00B2600302)

Upon receipt, please return the addendum acknowledgement via email to:

Denise Coates
Maryland Department of Health
Office of Contract Management and Procurement
Email: dcoates@maryland.gov

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Addendum #1
MMIS-II (M00B2600302)

ADDENDUM ACKNOWLEDGEMENT

I acknowledge receipt of Addendum #1 to TORFP (M00B2600302) titled “Maryland Department of Health (MDH) Medicaid Management Information System (MMIS-II) Support and Maintenance Resources” dated March 25, 2022.

Vendor’s Name

Authorized Signatory – (Print/Type)

Signature

Date



DEPARTMENT OF HEALTH

Larry Hogan, Governor · Boyd K. Rutherford, Lt. Governor · Dennis R. Schrader, Secretary

Office of Contract Management and Procurement - Jim Beauchamp

VIA EMAIL TRANSMISSION

TASK ORDER REQUEST FOR PROPOSAL
Maryland Department of Health
Medicaid Management Information System (MMIS-II)
Support and Maintenance Resources (M00B2600302)

Addendum #2
Issued: April 26, 2022

All persons who are known by the Issuing Office to have received the above-referenced TORFP are hereby advised of the following revisions:

1. The TORFP currently reads:

TORFP Key Information Summary Sheet (Page 2)

TO Proposals Due (Closing) Date and Time:	Friday, May 6, 2022 at 2:00 P.M. Local Time Offerors are reminded that a completed Feedback Form is requested if a no-bid decision is made (see Section 5).
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Attachment M Task Order – Liquidated Damages

Liquidated Damages section is missing.

Under Section 3.1, Task Order Initiation Requirements, Table 3.1 - Transition-in Schedule (Page 19) – Row #6

At Least 10 of 15 Additional Personnel On-Board and have demonstrated the level of competence specified in their labor categories

Revisions:

1. Proposals Due Date and Time: Friday, May 20, 2022 at 2:00 P.M. Local Time

Attachment M Task Order – Liquidated Damages

Addition:

5. Liquidated Damages

5.1 The Master Contract requires the Master Contractor to comply in good faith with the MBE Program and Master Contract provisions. The State and the Contractor acknowledge and agree that the State will incur damages, including but not limited to loss of goodwill, detrimental impact on economic development, and diversion of internal staff resources, if the Master Contractor does not comply with the requirements of the MBE Program and MBE Contract provisions. The parties further acknowledge and agree that the damages the State might reasonably be anticipated to accrue as a result of such lack of compliance are difficult to ascertain with precision.

5.2 Therefore, upon issuance of a written determination by the State that the Master Contractor failed to comply in good faith with one or more of the specified MBE Program requirements or MBE Contract provisions, the Master Contractor shall pay liquidated damages to the State at the rates set forth below. The Master Contractor expressly agrees that the State may withhold payment on any invoices as a set-off against liquidated damages owed. The Master Contractor further agrees that for each specified violation, the agreed upon liquidated damages are reasonably proximate to the loss the State is anticipated to incur as a result of such violation.

- a) Failure to submit each monthly payment report in full compliance with COMAR 21.11.03.13B (3): \$35.00 per day until the monthly report is submitted as required.
- b) Failure to in its agreements with MBE subcontractors a provision requiring submission of payment reports in full compliance with COMAR 21.11.03.13B (4): \$90.00 per MBE subcontractor.
- c) Failure to comply with COMAR 21.11.03.12 in terminating, canceling, or changing the scope of work/value of a contract with an MBE subcontractor and amendment of the MBE participation schedule: the difference between the dollar value of the MBE participation commitment on the MBE participation schedule for that specific MBE firm and the dollar value of the work performed by that MBE firm for the Contract.
- d) Failure to meet the Master Contractor’s total MBE participation goal and sub goal commitments: the difference between the dollar value of the total MBE

participation commitment on the MBE participation schedule and the MBE participation actually achieved.

e) Failure to promptly pay all undisputed amounts to an MBE subcontractor in full compliance with the prompt payment provisions of the Contract: \$100.00 per day until the undisputed amount due to the MBE subcontractor is paid.

5.3 Notwithstanding the assessment or availability of liquidated damages, the State reserves the right to terminate the Task Order and exercise any and all other rights or remedies, which may be available under the Task Order or law.

Under Section 3.1, Task Order Initiation Requirements, Table 3.1 - Transition-in Schedule (Page 19) – Row #6

Revision:

At Least 10 of 21 Additional Personnel On-Board and have demonstrated the level of competence specified in their labor categories

All other terms and conditions remain unchanged.

This Addendum is issued under the authority of State Procurement Regulations, COMAR 21.05.02.08 and with the approval of the Procurement Officer MDH.

4/26/22

Date

Denise Coates

Denise Coates
Contract Officer, OCOMP

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Addendum #1
MMIS-II (M00B2600302)

Upon receipt, please return the addendum acknowledgement via email to:

Denise Coates
Maryland Department of Health
Office of Contract Management and Procurement
Email: dcoates@maryland.gov

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Addendum #1
MMIS-II (M00B2600302)

ADDENDUM ACKNOWLEDGEMENT

I acknowledge receipt of Addendum #2 to TORFP (M00B2600302) titled “Maryland Department of Health (MDH) Medicaid Management Information System (MMIS-II) Support and Maintenance Resources” dated March 25, 2022.

Vendor’s Name

Authorized Signatory – (Print/Type)

Signature

Date

Questions #1 Post Pre-Proposal Conference

1. Since the State has identified this work as staff augmentation (Section 2.2), please clarify if the Contractor will be required to manage staff performance day-to-day. If not, can Maryland please comment on why the corporate experience identified in Section 3.9.2 Offeror Experience is required? Some vendors may know MMIS, have COBOL experience and have the ability to deliver a highly qualified and cost-effective team, but nor meet the stringent requirements. Please confirm that, as long as the team is excellent, if the corporate experience isn't there the Offeror would not be eliminated from consideration.

Answer: The contractor will not be required to manage staff performance day-to-day. Offeror experience in 3.9.2 is required to show that the Offeror has proven past experience providing IBM mainframe information technology development and support staff, including experience providing staff with mainframe COBOL/CICS/DB2 skillsets.

2. What is your anticipated start date?

Answer: No anticipated start date has been established at this time. An estimated start date will be established when contract award is made.

3. When does the current contract expire?

Answer: The current contract will expire February 7, 2023.

4. Is the incumbent, Gantech, able to compete for this?

Answer: Yes

5. Can you share estimated value of this TORFP?

Answer: No

6. Should all the three (3) minimum qualifications mentioned under the Offeror Experience in section 2.9.2 be met exclusively by the Offeror or can it be met by the subcontractors?

Answer: Section 3.9.2 Offeror minimum qualifications must be met exclusively by the Offeror. Section 3.9.2 states: "To be considered reasonably susceptible of being selected for award, an Offeror must provide proof with their TO Technical Proposal that their organization meets the following minimum criteria:"

7. On Page 59, the Table number mentioned above is Table-1 and the below Table heading states Table-2, please clarify.

Answer: The table heading should state 'Table 1'. This change has made through Addendum #1 dated 4/14/22.

Questions #1 Post Pre-Proposal Conference

8. Section 3.6.4, Cyber Security/Data Breach Insurance states "In addition to the insurance specified in the CATS+ RFP Section 2.7, TO Contractor shall maintain Cyber Security/Data Breach Insurance in the amount of ten million dollars (\$10,000,000) per occurrence. The coverage must be valid at all locations where work is performed or data or other information concerning State residents and employees is processed or stored. Can MDH reduce the Cyber Security/Data Breach Insurance requirements?"

Answer: No

9. How many total resumes are required for this solicitation? Does the Offeror provide resumes for Key Personnel only?

Answer: Four resumes for the Key Personnel only.

10. Do you envision some portion of the Key Personnel from incumbent's staff being available during the transition period or some portion of the transition period, as well as, documentation of the existing system?

Answer: Yes

Questions #2 Post Pre-Proposal Conference

1. Attachment B does not list a line to provide our Fixed Transition-In cost. Please clarify where we should provide that cost.

Answer: This solicitation does not require vendors to propose separate "Fixed Transition-In cost".

2. TORFP 3.4 (page 24) - The TORFP reads "MBE Liquidated damages are identified in Attachment M. This solicitation does not require additional liquidated damages." Attachment M, however, does not list any liquidated damages. Please clarify.

Answer: See Addendum #2 dated 4/26/22.

3. Will it be acceptable by the State for one or two of the four key resources to be provided by the Master Contractor's partner?

Answer: Yes

4. What resources will the State provide in term of equipment and tools (e.g., laptops, software)?

Answer: Laptops with required software and tools to perform functions of the position.

5. Of the approximately 25 roles identified in the TORFP, does every single resource filling a role need to be located in Baltimore, Maryland? Is the State open to having some of the resources located outside of Baltimore?

Answer: All resources must be available to work onsite at location designated by TO Manager. Section 3.9.11 states: "Work is to be performed on-site at 201 W. Preston Street, Baltimore, Maryland or any other site as designated by the TO Manager." Personnel for this TORFP are expected to be available to work on-site. However, all labor categories for this TORFP, with the exception of Systems Engineer (Senior) and Computer Specialist, are currently remote and are expected to work remote for the foreseeable future. Systems Engineer (Senior) and Computer Specialist are expected to work on-site. Please Note: If MDH remote work is still in effect, each contractor will be required to pick up an MDH issued laptop in person at the 201 W. Preston Street location.

6. The opportunity identifies the MBE subcontracting goal as 30% with subgoals of 10% African-American MBEs and 10% Woman-Owned MBEs. Can the remaining 10% be other types of MBEs such as Hispanic Americans, Asian Pacific Americans, Subcontinent Asian Americans, or Native Americans?

Answer: Yes

Questions #2 Post Pre-Proposal Conference

7. Will the State grant a 14-day extension to the TORFP response due date?

Answer: Yes. Proposals Due Date and Time is changed to Friday, May 20, 2022 at 2:00 P.M. Local Time (See Addendum #2 dated 4/26/22)

8. Does the Offeror have to provide the resumes for all labor categories mentioned in TORFP or only the key personnel?

Answer: Only the four (4) Key Personnel.

9. Does the Offeror have to fill MBE's subgoals mentioned below or is only one MBE category enough (e.g., only African American MBE's)?

30%
with the following subgoals:
7% for African American MBEs,
0% for Asian-American MBEs,
2% for Hispanic-American MBEs, and
8% for Woman-Owned MBEs.

Answer: The Offeror is responsible for fulfilling ALL of the subgoals with the appropriate MBE categories (African American AND Women-Owned). The current subgoals are as follows pursuant to Addendum #1 dated 4/14/22:

MBE Subcontracting Goal:	30% with the following subgoals: 10% for African American MBEs, 0% for Asian-American MBEs, 0% for Hispanic-American MBEs, and 10% for Woman-Owned MBEs.
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10. If a subcontractor/MBE has extensive experience in IBM mainframe support and COBOL/CICS/DB2, can their experience be utilized to fulfil Section 3.9.2-Offeror Experience?

Answer: Section 3.9.2 Offeror minimum qualifications must be met exclusively by the Offeror. Section 3.9.2 states: "To be considered reasonably susceptible of being selected for award, an Offeror must provide proof with their TO Technical Proposal that their organization meets the following minimum criteria:"

Questions #2 Post Pre-Proposal Conference

11. Section 3.1 Task Order Initiation Requirements (page 19-20), (Specifically Table 3-1 on page 19 and Section 3.1.1.1 Transition Period Results) appears to have a discrepancy between these two sections with respect to "Favorable Transition Results" as it pertains to the number of additional personnel listed in Table 3-1, Row 6, on board and with demonstrated level of competence specified in their labor categories. In Table 3-1, Row 6, cites 10 out of 15 for the Transition-In requirements. Section 3.1.1.1 specifies 10 out of 21 to meet the Favorable results requirement during the Transition-In period. Can you clarify what is the correct number?

Answer: Table 3-1, Row 6, should read "At least 10 out of 21 Additional Personnel On-Board and have demonstrated...". Please see Addendum #2 dated 4/26/22.

12. Section 5.3.5.A-3 (page 53), an unfinished sentence ends with the word "and" after the Section 5.4.2.B reference. Is there another section reference with this item?

Answer: Section 5.3.5.A-3 "and" refers to/includes Section 5.3.5.B 1-3. There is no "and" reference after Section 5.4.2.B.

13. Section 5.4.3.I,1-b, Additional Submissions (page 57), the item ends with the sentence, "Signatures shall be clearly visible." Please clarify the meaning behind "clearly visible." Is this meant to direct a fully legible signature rather than, for example, a stylized mark?

Answer: Viewable signatures must be affixed to all documents.