QUESTIONS & ANSWERS

GIS ADMINISTRATION TECHINCAL SERVICES

TORFP #J01B3400039

1. In Section 3.2.1 item 3 – is asking for master contractor's "in house GIS development environment including hardware and software licenses" – Are you looking for master contractor to provide h/w and s/w for this project or just the 2 resources? If you are looking for only the resources (which is our understanding of this TORFP purpose), how does it play a part in evaluation and ranking of master contractor proposal?

    MDTA DOES NOT NEED ANY SOFTWARE AND HARDWARE LICENSES. HOWEVER, RESOURCES PROPOSED BY MASTER CONTRACTOR SHOULD HAVE SOME MINIMUM SOFTWARE AND HARDWARE LICENSE FOR GIS DEVELOPMENT/TRAINING ENVIRONMENT AT THE MASTER CONTRACTOR LOCATION.

2. In section 3.2.1 Item 1 – is asking for our solution. If we have a different technology solution than what MDTA is using now, are they going to change it now? if not, what is the purpose of our solution ? Is this is new requirement? Is there any contractor under CATS-II or other contract vehicles currently performing similar services? If so, what is the solicitation # under which that contract was awarded and is the contractor(s) eligible to bid under this TORFP?

    THE "SOLUTION" REFERENCED IS PROVIDING THE RESOURCES TO SUPPORT MDTA'S GIS. MDTA IS NOT LOOKING FOR A NEW GIS SOLUTION.

3. Forms D-3, D-4, D-5, D-6, and D-7 are *not* to be included with our proposal, is that correct?

    THAT IS CORRECT, THEY ARE NOT REQUIRED AT THE TIME YOU SUBMIT YOUR PROPOSAL.

4. Attachments 3, 7, 8, 9, 10, 11, 12, and 14 are *not* to be included with our proposal, is that correct?

    THAT IS CORRECT, THEY ARE NOT REQUIRED AT THE TIME YOU SUBMIT YOUR PROPOSAL.

5. Is Attachment 5: Labor Classification Personnel Resume Summary to be used *instead of* a traditional resume or *in addition* to a traditional resume?

    INSTEAD OF

6. Will **both** the Data Specialist and the Enterprise Application Developer staff the Help Desk and perform the Help Desk duties listed in section 2.6.1, page 9, of the TORFP?

   DATA SPECIALIST AND ENTERPRISE APPLICATION DEVELOPER WILL NOT STAFF THE HELPDESK. ALL BREAK-FIX WORK WILL HAVE A TICKET GENERATED AND THE HELPDESK WILL ASSIGN THE TICKET TO THE GIS RESOURCES.

7. Are the Help Desk duties in section 2.6.1 **in addition** to the duties listed in section 2.6.2, pages 9-11, of the TORFP?

   YES

8. Will the Data Specialist and/or the Enterprise Application Developer be expected to perform the duties listed in section 2.6.2 at the same time they are manning the Help Desk? Or will the duties listed in section 2.6.2 be performed on the 2 days/week that they are not manning the Help Desk?

   TO MANAGER WILL DEFINE THE PRIORITY OF TASKS, WHICH INCLUDES BREAK FIX SITUATION REPORTED BY HELPDESK.

9. On the 2 days/week that the Data Specialist and/or Enterprise Application Developer are not manning the Help Desk, will they be working off-site at our own facilities? Or will MDTA provide office space for them to work on-site at Point Breeze or another location?

   PLEASE REFER TO SECTION 2.7 FOR WORK HOURS. THE TO CONTRACTOR IS EXPECTED TO PROVIDE OFFICE SPACE & EQUIPMENT FOR THE RESOURCES ON THE DAYS THAT THE TO PERSONNEL ARE NOT WORKING ON-SITE AT MDTA. ON THE DAYS WHEN THE TO PERSONNEL ARE WORKING ON SITE, MDTA WILL PROVIDE THE TO PERSONNEL WITH A WORK SPACE & EQUIPMENT.

10. In section 3 - F) Confidentiality
    Can we state something like "This proposal and its response is submitted to MDAT for the purpose of evaluating our capabilities for this TORFP. The methods, approaches and process are iCUBE Systems' ideas and is not to be shared with any external agencies or other vendors or master contractors with our the written authorization of our company"? Does this preclude our proposal from consideration?

    THE CONFIDENTIALITY STATEMENT IS PART OF THE CATS PLUS TEMPLATE.

July 12, 2013

This Addendum is being issued to amend and clarify certain information contained in the above named TORFP. All information contained herein is binding on all offerors who respond to this TORFP. Specific parts of the TORFP have been amended.

Changes to the scope of work or any response requirement will be published as an amendment and supersede the original published document per COMAR 21.05.02.07.

THE FOLLOWING CHANGE HAS BEEN MADE:

Time of performance has been changed to January 1, 2014 – April 21, 2018 as revised on Attachment 1.

THE FOLLOWING SECTIONS HAVE BEEN REVISED:

REVISION TO SECTION 2.10; SUBSTITUTION OF PERSONNEL

SUBSTITUTION OF PERSONNEL

~~**2.10 SUBSTITUTION AND REPLACEMENT OF PERSONNEL**~~

~~The substitution of personnel procedures is as follows:~~

- ~~The TO Contractor may not substitute personnel without the prior approval of the agency.~~
- ~~To replace any personnel, the TO Contractor shall submit resumes of the proposed personnel specifying their intended approved labor category.~~
- ~~All proposed substitute personnel shall have qualifications equal to or better than those of the replaced personnel and shall be approved by the TO Manager.~~
- ~~The TO Manager shall have the option to interview the proposed substitute personnel.~~
- ~~After the interview, the TO Manager shall notify the TO Contractor of acceptance or denial of the requested substitution.~~

2.10   SUBSTITUTION OF PERSONNEL (REVISED)

The substitution of personnel shall comply with Section 2.9.6 of the CATS+ Master Contract

SEE ATTACHED:

Revised Attachment 1- Price Proposal

Questions and Answers

End of Addendum No. 1

REVISED
ATTACHMENT 1 - PRICE PROPOSAL

PRICE PROPOSAL FOR CATS+ TORFP # J01B3400039
LABOR CATEGORIES (THIS FORM SHALL NOT BE ALTERED, Pricing valid for 120 days)

Description of Service	Name of Resource	Labor Category	A Fully Loaded Hourly Labor Rate	B Total Class Hours Annually	C Total Proposed CATS II TORFP Price
Period 1 (January 1, 2014 – April 21, 2014)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Period 1	$
Period 2 (April 22, 2014 – April 21, 2015)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Period 2	$
Period 3 (April 22, 2015 – April 21, 2016)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Period 3	$
Period 4 (April 22, 2016 – April 21, 2017)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Period 4	$
Period 5 (April 22, 2017 – April 21, 2018)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Period 5	
				Total Evaluated Price	$

_____   _____
Authorized Individual Name   Company Name

_____   _____
Title   Company Tax ID #

The Hourly Labor Rate is the actual rate the State will pay for services and must be recorded in dollars and cents. The Hourly Labor Rate cannot exceed the Master Contract Rate, but may be lower. Hourly Labor Rate shall be assumed to be an all inclusive rate which shall include any travel expenses. The total hours listed above are to be considered as estimated only and not to be construed as a guaranteed billable hours. Actual hours will be compensated at the total number of hours performed.

SUBMIT WITH THE FINANCIAL RESPONSE

REVISED 7/15/2013
ATTACHMENT 1 - PRICE PROPOSAL

PRICE PROPOSAL FOR CATS+ TORFP #J01B3400039
LABOR CATEGORIES (THIS FORM SHALL NOT BE ALTERED, Pricing valid for 120 days)

Description of Service	Name of Resource	Labor Category	A Fully Loaded Hourly Labor Rate	B Total Class Hours Annually	C Total Proposed CATS+ TORFP Price
Term 1: NTP – April 21, 2014 (Year 1 Master Contract rates apply here)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Term 1	$
Term 2: April 22, 2014 – April 21, 2015 (Year 2 Master Contract rates apply here)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Term 2	$
Term 3: April 22, 2015 – April 21, 2016 (Year 3 Master Contract rates apply here)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Term 3	$
Term4: April 22, 2016 – April 21, 2017 (Year 4 Master Contract rates apply here)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Term 4	$
Term 5: April 22, 2017 – April 21, 2018 (Year 5 Master Contract rates apply here)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Term 5	
				Total Evaluated Price	$

_____   _____
Authorized Individual Name   Company Name

_____   _____
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SUBMIT WITH THE FINANCIAL RESPONSE

July 15, 2013

This Addendum is being issued to amend and clarify certain information contained in the above named TORFP. All information contained herein is binding on all offerors who respond to this TORFP. Specific parts of the TORFP have been amended.

Changes to the scope of work or any response requirement will be published as an amendment and supersede the original published document per COMAR 21.05.02.07.

THE FOLLOWING CHANGE HAS BEEN MADE:

* Please use the attached Revised 7/15/2013 Attachment 1 – Price Proposal.

Please <u>disregard</u> the Revised Attachment 1 – Price Proposal sent out on 7/12/2013.

End of Addendum No. 2

REVISED 7/15/2013
ATTACHMENT 1 - PRICE PROPOSAL

PRICE PROPOSAL FOR CATS+ TORFP #J01B3400039
LABOR CATEGORIES (THIS FORM SHALL NOT BE ALTERED, Pricing valid for 120 days)

Description of Service	Name of Resource	Labor Category	A Fully Loaded Hourly Labor Rate	B Total Class Hours Annually	C Total Proposed CATS+ TORFP Price
Term 1: NTP – April 21, 2014 (Year 1 Master Contract rates apply here)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Term 1	$
Term 2: April 22, 2014 – April 21, 2015 (Year 2 Master Contract rates apply here)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Term 2	$
Term 3: April 22, 2015 – April 21, 2016 (Year 3 Master Contract rates apply here)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Term 3	$
Term4: April 22, 2016 – April 21, 2017 (Year 4 Master Contract rates apply here)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Term 4	$
Term 5: April 22, 2017 – April 21, 2018 (Year 5 Master Contract rates apply here)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Term 5	
				Total Evaluated Price	$

_____
Authorized Individual Name

_____
Company Name

_____
Title

_____
Company Tax ID #

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SUBMIT WITH THE FINANCIAL RESPONSE

REVISED 7/15/2013
ATTACHMENT 1 - PRICE PROPOSAL

PRICE PROPOSAL FOR CATS+ TORFP #J01B3400039
LABOR CATEGORIES (THIS FORM SHALL NOT BE ALTERED, Pricing valid for 120 days)

Description of Service	Name of Resource	Labor Category	A Fully Loaded Hourly Labor Rate	B Total Class Hours Annually	C Total Proposed CATS+ TORFP Price
Term 1: NTP – April 21, 2014 (Year 1 Master Contract rates apply here)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Term 1	$
Term 2: April 22, 2014 – April 21, 2015 (Year 2 Master Contract rates apply here)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Term 2	$
Term 3: April 22, 2015 – April 21, 2016 (Year 3 Master Contract rates apply here)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Term 3	$
Term4: April 22, 2016 – April 21, 2017 (Year 4 Master Contract rates apply here)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Term 4	$
Term 5: April 22, 2017 – April 21, 2018 (Year 5 Master Contract rates apply here)					
Data Specialist			$	2080	$
Enterprise Application Developer			$	2080	$
				Total Term 5	
				Total Evaluated Price	$

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Authorized Individual Name   Company Name

_____   _____
Title   Company Tax ID #

The Hourly Labor Rate is the actual rate the State will pay for services and must be recorded in dollars and cents. The Hourly Labor Rate cannot exceed the Master Contract Rate, but may be lower. Hourly Labor Rate shall be assumed to be an all inclusive rate which shall include any travel expenses. The total hours listed above are to be considered as estimated only and not to be construed as a guaranteed billable hours. Actual hours will be compensated at the total number of hours performed.

SUBMIT WITH THE FINANCIAL RESPONSE

	Maryland Department of Transportation (MDOT) **Office of Transportation Technology Services (OFFAS)** **CATS+ TORFP J01B3400039** **Geographical Information System (GIS) Administration Technical Services** **Addendum No. 2**

July 15, 2013

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Changes to the scope of work or any response requirement will be published as an amendment and supersede the original published document per COMAR 21.05.02.07.

THE FOLLOWING CHANGE HAS BEEN MADE:

* Please use the attached Revised 7/15/2013 Attachment 1 – Price Proposal.

Please <u>disregard</u> the Revised Attachment 1 – Price Proposal sent out on 7/12/2013.

End of Addendum No. 2

Quality Transportation Services through Information Technology Excellence