



**Maryland Department of Transportation
Office of Procurement
CATSII Task Order J02B2400007
HISD Database Operations, Maintenance and Support**

Addendum #1

August 7, 2012

To all bidders of the CATS II Task Order J02B2400007

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.

SEE ATTACHED DOCUMENTS:

Revisions to the original Solicitation

Pre-Proposal Minutes

Questions & Answers

Pre-Proposal Sign in Sheet

End of Addendum #1



Quality Transportation Services through Information Technology Excellence



Maryland Department of Transportation
Office of Procurement
CATSII Task Order J02B2400007
HISD Database Operations, Maintenance and Support
Addendum #1
August 7, 2012

Revisions to the original Solicitation

The following changes/additions are listed below; new language has been double underlined and marked in bold (i.e., **word**) and language deleted has been marked with a strikeout (i.e., ~~word~~).

1. REFERENCE PAGE 19 – Replace with the following:

**SECTION 3- TASK ORDER PROPOSAL FORMAT AND SUBMISSION
REQUIREMENTS**

3.2.1 TECHNICAL PROPOSAL

B) Proposed Personnel

- 4) Provide three examples of work assignments that ~~each of~~ the proposed **personnel individual** has completed that were similar in scope to the one defined in this TORFP. Each example must include a reference complete with the following
- Name of organization
 - Name, title and telephone number of point-of-contact for the reference
 - Type and duration of contract(s) supporting the reference
 - Services provided, performance objective satisfied as they relate to this TORFP

2. Pre-Proposal Minutes:

CATS II J02B2400007
HISD Database Operations, maintenance and Support
MDOT/ OTTS
July 26, 2012

- The main purpose of this pre-proposal meeting is to explain the procurement requirements, answer questions, address concerns, provide clarification to the scope of work and provide offerors with instructions pertaining to the solicitation.
- The Technical & Financial Proposals are due no later than **Monday August 13, 2012 at 2:00 PM**. As per section 1.3 Offers received after the stated date and time will not be accepted.
-





Maryland Department of Transportation
Office of Procurement
CATSII Task Order J02B2400007
HISD Database Operations, Maintenance and Support

Addendum #1

August 7, 2012

- PLEASE BE SURE TO SEND YOUR RESPONSES EARLY ENOUGH TO ALLOW SUFFICIENT TIME FOR THE EMAILS TO ARRIVE TIMELY.
- It is the Contractor's responsibility to ensure that the PO has received your offer. If you do not receive a "received" email from the PO, you should call and confirm.
- Please follow the directions with regard to submission of your Task Order Proposal. Offers must be submitted electronically to the Procurement Officer, Dave Devlin; hard copies shall not be accepted.
- Changes to the scope of work or any response requirements will be published as an amendment and supersede the original published documents.
- Offerors will have the opportunity to submit additional questions in writing; written questions must be submitted by email to the Procurement Officer only. The deadline for submission of written questions is **Thursday August 2, 2012 by 12:00 PM.**
- Pre-proposal minutes, sign in sheet and all questions and responses will be published as an amendment and become part of this solicitation.
- Only information communicated by the Procurement officer in writing shall be the official position of the MDOT. The MDOT assumes no responsibility for information communicated by any other source
- The State will award the TO Proposal to the contractor offering the most advantageous offer consider both the technical and financial submissions.

3. QUESTIONS & ANSWERS

Question - Is this a new requirement or re-compete of an expiring task order?

Answer - This TORFP is a new requirement.

Question - Under Attachment 1 – Price Proposal (pg. 22), Offers are asked to propose a yearly rate (fixed price), and the TORFP notes that, "Actual work hours may exceed 1920." So that Offers can better understand the full extent of their obligations and associated costs under the yearly rate proposal, is there a maximum number of work hours that could be required should SHA apply the Yearly Fixed Price Rate (e.g., 21 hours)? Does this language imply that all hours that are worked in excess of 1920 hours will not be compensated? Please clarify.

Answer - Yes SHA will only pay for 1920 Hours per year.



Maryland Department of Transportation
Office of Procurement
CATSII Task Order J02B2400007
HISD Database Operations, Maintenance and Support

Addendum #1

August 7, 2012

End of Addendum #1



Quality Transportation Services through Information Technology Excellence