



**Maryland Department of Transportation  
Office of Procurement  
CATS + Task Order J02B4400001  
GIS Application Development and Support**

**Addendum #1**

**February 25, 2014**

**To all bidders of the CATS + Task Order J02B4400001**

**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

Questions & Answers

End of Addendum #1



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**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 strikethrough (i.e., ~~word~~).

- 1. REFERENCE PAGE 4** – Replace with the following:

**Key summary sheet change**

**From**

<b>TO Manager:</b>	Michel N. Sheffer Office Phone Number: 410-545-5537 Office FAX Number: 410-209-5051
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**To:**

<b>TO Manager:</b>	<b><u>Morteza Tadayon</u></b> Office Phone Number: 410-545- <b><u>5511</u></b> Office FAX Number: 410-209-5051
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**2. QUESTIONS & ANSWERS**

1. Are any of the 26 positions required to be located full time on-site at MSHA? If so, how many of the positions and which positions would need to be on-site?

**ANSWER: The answer to the first part of the question is simply NO. For the second part, the Server Support (1) and Business Analyst (1) are required to be on-site full time. The Project Manager (1) and GIS Application Developer Senior (1) need to be at-least 50% accessible on-site and possibly full time. The other positions will be based on business needs. However, we anticipate other developers and analysts to be off-site and be available for weekly or as requested on-site meetings.**

2. Do all 26 positions require that personnel be fully dedicated to MSHA for the duration of the project? If not, how many of the positions and which positions require full dedication to the project?





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**ANSWER: Based on our needs, the Server Support (1) and Business Analyst (1) is required to be on-site full time. The Project Manager (1) and GIS Application other positions will be based on business needs. The other positions need to be at a minimum 50% dedicated to MSHA for the duration of the project.**

3. Can a company submitting as a prime contractor also submit on another team as a sub-contractor?

**ANSWER: An approved CATS + Master Contractor may propose any subcontractor(s) they wish to meet the requirements of the TORFP. MDOT cannot dictate whom a Master Contractor selects as their subcontractor(s).**

4. What company or companies are currently providing GIS applications support services to SHA.

**ANSWER:**

- **WBCM**
- **ECO Integration, Inc.**
- **Enterprise Information Solutions, Inc.**
- **Maryland Environmental Service**
- **Synergy Systems & Services**
- **KCI**
- **Daniel Consultants, Inc.**
- **Mercado Consultants, Inc.**
- **Rummel, Klepper and Kahl, LLP**
- **The M Factory, Inc**
- **Johnson, Mirmiran and Thompson Inc.**
- **GeographIT**
- **International Mapping Associates**
- **New Light Technologies, Inc.**

5. Are the current contractors working on-site at SHA?

**ANSWER: Yes.**

6. Are the current contractors performing initial development/testing of application code directly on SHA technical infrastructure, or are they supplying their own development environment?





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**ANSWER: Both. The current contractors supply their own development environment for initial development and testing of application code. Then, contractors load application codes on SHA’s technical infrastructure for application testing.**

7. P. 15, Section 2.13 states, “For personnel provided after TO award in one of these position, **personnel must meet the minimum for the position described in Section 2.12 above plus any additional requirements listed below for that position: GIS Application Development – Senior, Project Manager, Business Analyst**”

The minimum requirements for a Business Analyst in 2.12 are:

- 5 years experience in managing a team of subject matter experts and technical experts of the project to ensure project completion.
- 5 years experience in gathering, analyzing and documenting business requirements and processes
- 5 years experience managing on-going maintenance and enhancement efforts for existing applications
- 5 years experience generating diagrams and flow charts for any existing and new processes

The minimum requirements for a Business Analyst in 2.13.1 are:

- Minimum of 3 years of experience in business analysis and requirements gathering support.
- Minimum of 3 years of experience in managing a team of subject matter experts and technical experts of the project to ensure project completion.

Are the requirements for the two unnamed Business Analyst resources only those in 2.13.1 or a combination of 2.12 and 2.13.1, or something else? Please clarify the minimum requirements for experience.

**ANSWER: The minimum requirement for the Business Analyst (1) at NTP is as stated in 2.12 only. The minimum requirements for the unknown Business Analyst requested after NTP is as stated in 2.13.1.**

8. P.15, Section 2.13.2 – SHA is requesting that the unnamed “GIS Application Development – Junior” resources have the following:
- Shall have at least 5 years of experience developing software in Object Oriented Programming.



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- Shall have at least 5 years of experience in one of the following: C, C++, C#, Java, .NET, ASP.NET, Visual Basic.

These requirements match those of the “GIS Application Development – Senior” in the TORFP. Junior developers typically have less than 5 years of experience.

Please clarify the minimum requirements for experience for the “GIS Application Development – Junior” role.

**ANSWER: The GIS Application Development – Junior need to have a minimum of 3 years experience not 5 years. Correction is as follows:**

- **Shall have at least 3 years of experience developing software in Object Oriented Programming.**
- **Shall have at least 3 years of experience in one of the following: C, C++, C#, Java, .NET, ASP.NET, Visual Basic.**

9. In section 1.3, page 5 of the TORFP it states that the following proposal documents are to be submitted with required signatures as PDF files with the proposal:

- Attachment 1 – Price Proposal
- Attachment 2 – MDOT DBE Form A and Form B
- Attachment 4 - Conflict of Interest and Disclosure Affidavit
- Attachment 5 – Labor Category Personnel Resume Summary
- Attachment 10 – Non-Disclosure Agreement (Offeror)
- Attachment 13 – Living Wage Affidavit of Agreement
- Attachment 14 – Certification Regarding Investments in Iran
- **Certifications (if applicable)**

- Could SHA please clarify what **certifications** (required in the last bullet above) are to be included in the final submission?

**ANSWER: Certifications are not applicable to this TORFP.**

10. Is the Attachment 5 – Labor Category Personnel Resume Summary required to be signed by the **proposed individual** at the time of proposal submission?

**ANSWER: As stated in the TORFP’s Attachment 5 – Labor Category Personnel Resume Summary, “signature is required at the time of the interview on the personnel resume”.**





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SUBMIT AS A .PDF WITH THE FINANCIAL RESPONSE

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