



**Amendment #1
TORFP # F50B3400070**

Statewide Cyber Security

July 8, 2013

Ladies/Gentlemen:

This Amendment #1 is being issued to amend and clarify certain information contained in the above referenced TORFP. All information contained herein is binding on all Offerors who respond to this TORFP. Specific parts of the TORFP have been amended. 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. Revise the Question Due Date and the Closing Date on the Key Information Summary Sheet (p.4) as follows:

Questions Due Date and Time:	<u>07/09/2013 at 12:00 PM</u> 07/02/2013 at 12:00 PM
Closing Date and Time:	<u>07/18/2013 at 2:00 PM</u> 07/11/2013 at 2:00 PM

2. Revise Section 1.10 – Limitation of Liability (p.7) as follows:

The TO Contractor’s liability is limited in accordance with Section 27 of the CATS+ Master Contract. TO Contractor’s liability under Section 27 (C) of the CATS+ Master Contract is limited to **2.5** times the total TO Agreement amount.

3. Revise Section 2.1 – Purpose (p.9) as follows:

The Offeror shall provide one primary, full-time, industry-certified security ~~systems~~ specialist to support the State’s cyber security needs. This full-time resource shall **be from a labor category proposed by the TO Contractor and shall perform all duties and responsibilities** ~~be a Systems Security Specialist (Senior)~~ as described in Section 2.5.3.1.

At DoIT’s discretion, resources may be required in addition to the full-time **resource proposed by the TO Contractor**, ~~Systems Security Specialist (Senior)~~. Resources additional to the **full-time resource proposed by the TO Contractor**, ~~Systems Security Specialist (Senior)~~ shall be added at the sole option of DoIT via written work order and after being interviewed by DoIT (see Section 2.8).

4. Revise Section 2.5.1 – Staffing (p.10) as follows:

Resources supplied in conjunction with the issuance of this TORFP shall consist of a minimum of one **full-time resource to be proposed by the TO Contractor that corresponds** ~~Systems Security Specialist (Senior)~~ ~~corresponding to a~~ the CATS+ Master Contract labor category **and who shall perform all duties and responsibilities as described in Section 2.5.3.1**, ~~of the same name.~~

Resources shall be from the labor categories below. There shall not be more than 10 total concurrent resources under this TORFP.

- Information Security Engineer

- Network Security Engineer
- Security Computer Systems Specialist
- Security Data Specialist
- Subject Matter Expert
- Subject Matter Expert (Senior)
- System Security Research Analyst
- System Security Specialist
- ~~Systems Security Specialist (Senior)~~
- Technical Writer / Editor
- **TO Contractor's choice**

5. **Revise Section 2.5.3.1 – Systems Security Specialist (Senior) (p. 12) as follows:**

TO Contractor to Provide Labor Category Systems Security Specialist (Senior)

The **TO Contractor shall propose a resource from a labor category of its choice that** ~~Systems Security Specialist (Senior)~~ may be requested to perform or assist in performing any of the tasks listed in Section 2.5.2 above. At a minimum, the **proposed resource** ~~Systems Security Specialist (Senior)~~ shall perform the activities described in Section 2.5.2C items 1-4.

6. **Revise Section 2.8 – Work Order Process (p.17) as follows:**

The TO Manager shall submit Work Orders for any work for resources other than the **full-time resource proposed by the TO Contractor in response to Section 2.1** ~~Systems Security Specialist (Senior)~~. A work order shall be submitted for time and material on an “as needed” basis from the TO Contractor (Attachment 17). The work order process is as follows:

7. **Revise Section 2.9.2.1 – Systems Security Specialist (Senior) (p.18) as follows:**

TO Contractor Proposed Labor Category Systems Security Specialist (Senior)

The **TO Contractor proposed resource shall:** ~~Systems Security Specialist (Senior)~~ shall:

- Be capable of performing the activities described in Section 2.5.3.1 as demonstrated by describing the individual's professional experience and providing associated references on the resume submitted to DoIT;
- Meet the criteria for the **proposed** ~~Systems Security Specialist (Senior)~~ labor category as specified in the CATS+ Master Contract; **and**
- Possess an active certification as a Certified Information Systems Security Professional (CISSP), **Certified Information Systems Auditor (CISA), or Certified Information Security Manager (CISM)**; **and**
- ~~Meet background check certification requirements described in Section 2.15, as demonstrated by background check reports no greater than 1 year old from the date of the TO Proposal.~~

8. **Revise Section 2.15 C – Background Checks (p.20) as follows:**

C) Background Checks

- 1) Prior to **award and** commencement of work, a background check shall be provided by the TO Contractor for each TO Contractor employee or subcontractor assigned to work on the Contract. The background check shall include a fingerprint based Criminal Justice Information Services (CJIS) check including both federal and state criminal records, plus a financial records check showing results from at least one national credit reporting agency such as TransUnion, Experian, or Equifax. **If the TO Contractor personnel already has an equivalent or higher security clearance with the Federal Government, the TO Contractor may submit proof of the clearance to meet this requirement.** Background checks may be performed by a public or private entity. The background check, both criminal and financial, must be issued directly to the TO Contractor (or subcontractor and may be up to 1 year old from the date of the TO Proposal).

9. Revise Section 3.4.1 A (4) – Proposed Services (p.23) as follows:

- 4) Staffing Management Plan that demonstrates how the Offeror will be capable of providing resources in addition to the TO Contractor proposed resource ~~Systems Security Specialist (Senior)~~ as requested by DoIT, and how the TO Contractor Personnel shall be managed.

10. Revise Section 3.4.1 B – Proposed Personnel (p.23) as follows:

- 1) Provide a resume for the proposed resource ~~Systems Security Specialist (Senior)~~ in conjunction with the Labor Classification Personnel Resume Summary (Attachment 5). The resume should show prominently the proposed person’s skills and experience as they relate to the Master Contractor’s proposed solution and Section 2 – Scope of Work.
 - a) College education / training, starting with latest degree / certificate
 - b) Systems security experience, indicating for each engagement, in order:
 - Company/Organization
 - Job title
 - Start and end dates
 - Location (Optional)
 - Work description
 - Any other systems security experience
- 2) Provide certification that all proposed personnel meet the minimum required qualifications and possess the required certifications in accordance with Section 2.9.2 To Contractor Personnel Minimum Qualifications. Also provide an image of the proposed resource’s ~~Systems Security Specialist (Senior)’s~~ unexpired CISSP, CISA, or CISM certificate. **Further provide a written certification that the proposed resource will successfully complete the Background Check requirements in Section 2.15 B or already has possession of a higher security clearance from the Federal Government.** ~~a CJIS fingerprint Federal and state background check report issued to the TO Contractor within the past 12 months from date of proposal submission, and a report of financial records from a national credit reporting agency.~~
- 3) Provide the names and titles of the Master Contractor’s management staff who will supervise the personnel and quality of services rendered under this TO Agreement.
- 4) Complete and provide Attachment 5 – Labor Classification Personnel Resume Summary for the proposed resource. ~~Systems Security Specialist (Senior).~~

11. Revise Section 3.4.2 B – TO Financial Proposal (p.25) as follows:

- B) Attachment 1 - Completed TO Financial Proposal with the TO Contractor proposed resource and ~~Systems Security Specialist (Senior) and~~ all other proposed labor categories with rates fully loaded in .PDF format. Master Contractors shall list all proposed resources by approved CATS labor categories in the price proposal.

12. Revise Section 4.2 C – Technical Proposal (p.26) as follows:

- C) The capability of the proposed resource ~~Systems Security Specialist (Senior)~~ to perform the required tasks and produce the required deliverables in the TORFP Scope of Work – Section 2. Capability will be determined from the proposed individual’s resume, reference checks, and oral presentation (See Section 1.4 Oral Presentations/Interviews).

13. Revise Attachment 1 – Price Sheet (p.29) as follows:

#	Labor Category	Hourly Labor Rates / Contract Year				
		Year 1 (A)	Year 2 (B)	Year 3 (C)	Year 4 (D)	Year 5 (E)

1	<u>Filled in by TO Contractor</u> Systems Security Specialist (Senior)	\$	\$	\$	\$	\$
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14. Revise Attachment 5 – Personnel Resume Summary (p.50) as follows:

Proposed Individual’s Name/Company Name:	How does the proposed individual meet each requirement?
LABOR CATEGORY TITLE:	<u>Filled In By TO Contractor</u> Subject Matter Expert (Senior)
Requirement (See Section 2.5)	Candidate Relevant Experience *
<p>Education:</p> <p>A Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master's Degree is preferred.</p> <p>Possess an active certification as a Certified Information Systems Security Professional (CISSP), <u>Certified Information Security Auditor (CISA), or Certified Information Security Manager (CISM).</u></p>	<p>Education:</p>

Issued by
Michael Meinel
Procurement Officer



Questions and Answers No. 1
TORFP F50B3400070
Statewide Cyber Security

Ladies/Gentlemen:

This list of questions and responses is being issued to clarify certain information contained in the above referenced TORFP. The statements and interpretations contained in the following responses to questions by potential Offerors are not binding to the State, unless an addendum expressly amends the TORFP. Nothing in the State's response to these questions is to be construed as agreement to or acceptance by the State of any statement or interpretation on the part of the vendor.

- 1) In Section 2.9.2.1 TO CONTRACTOR PERSONNEL MINIMUM QUALIFICATIONS it is mentioned that the Systems Security Specialist (Senior) must possess an active certification as a Certified Information Systems Security Professional (CISSP). We have a candidate who has the following Certifications: BS 7799 Lead Auditor (BSI, UK), BS 7799 Implementer (BSI, UK), ABCP (DRII, USA), ISO 20000-1:2005 Foundation (iTSMF), ITIL V3 Foundation (iTSMF), ISO 20000-1:2005 Auditor (iTSMF), BS25999 Internal Auditor (BSI, UK), CISA (ISACA, USA), CISM (ISACA, USA), CGEIT (ISACA, USA). However, he does not possess an active certification as a Certified Information Systems Security Professional (CISSP). Would this candidate be qualified for submission?

RESPONSE: No, the candidate must meet all additional minimum requirements listed in Section 2.9.2.1 of the TORFP. However, please see Amendment #1 regarding the CISP certification and the Systems Security Specialist (Senior) labor category.

- 2) What is the expected work location of the additional personnel that may be utilized and will they be on Government site or Contractor site?

RESPONSE: The primary work location for all personnel will be 45 Calvert Street, Annapolis, MD 21401.

- 3) Is DoIT willing to reduce the Limitation of Liability factor to 1 times total TO amount as is done on most CATS II TORFPs?

RESPONSE: Please see Amendment #1.

- 4) What tools and technologies is DoIT using, ie the names of the devices for the vulnerability assessment tools, Network, etc. that the proposed resource needs to have experience with?

RESPONSE: The State is open to a variety of commercially available tools to perform vulnerability assessments and network evaluations. A statewide standard does not exist at this time.

- 5) For the other positions listed in Attachment 1, are they all going to report to the same physical location and the same TO manager as the Senior Systems Security Specialist? Will these individuals also maintain the same work hours as specified in section 2.6.1?

RESPONSE: Yes, all additional personnel will report to the same TO manager and maintain the same work hours as specified in Section 2.6.1. Please see the response to question #2 regarding the primary work location.

- 6) Will oral presentation/interview dates be discussed today (Section 1.4), and will presentation data be shared with other Master Contractors?

RESPONSE: At this time, the interview and oral presentation dates are not set. Any data shared during the presentation/interview will not be shared with other Master Contractors.

- 7) Our focus thus far has been with DoD, and the company is accredited at the TS SCI level, however this is the Companies first look at a state initiative with a CJIS requirement (Section 3.4.1.B),2), "a CJIS fingerprint Federal and State background check report issued to the TO Contractor within the past 12 months from date of proposal submission." Can the Companies DoD accreditation suffice/waiver until the Company obtains a complete state fingerprint/investigation? Site shows a 10-15 day response time from receipt of Form 015, Fingerprint Card.

RESPONSE: Please see Amendment #1.

- 8) Will the Maryland State Procurement Office consider alternate certification to CISSP, such as CISA (Certified Information Systems Auditor), CISM (Certified Information Security Manager) etc.?

RESPONSE: Please see Amendment #1.

- 9) Can or will the state provide a list of tool suites/software currently deployed on the network (eg. network monitoring, DAT compliance, Command and Control, reporting, portal, etc.)? (Technical Section 3.4.1,5) reads; "Tools the TO Contractor owns and proposes for use..". It is my opinion that prior to recommending a tool suite, we define the "As Is" and be given the opportunity to discuss budget and across the board standardization plans, usually addressed in a Campaign Plan.

RESPONSE: Please see the response to question #4.

- 10) Is there a state Cyber Campaign Plan? What document, if any is driving this requirement?

RESPONSE: More information about the State Information Technology Security Policy and Standards can be found at the following website:

<http://doit.maryland.gov/support/Pages/SecurityPolicies.aspx>

- 11) Our company is going through the process now to become an authorized state agency capable of requesting background record checks, however the response timeline exceeds the close date. Is this a dis-qualifier or can this be waived if company/personnel current status is TS SCI with DoD?

RESPONSE: Please see Amendment #1.

- 12) Please clarify if the "Senior Systems Security Specialist" resume, is required at time of submission or just needs to be validated by the state prior to Award? Same question for additional personnel.

RESPONSE: Please see Amendment #1 regarding the Senior Systems Security Specialist labor category. A resume for the proposed labor category is required at the time of proposal submission. Resumes for additional personnel are not required at this time.

- 13) On page 20 of the solicitation document under "Background Checks" (i.e. C, 1) – do we need to submit our employee's (or subcontractor's) information related to the investigation at the time of the proposal submission or should we wait till the contract has been awarded?

RESPONSE: Please see Amendment #1.

- 14) Is this a "single award" or a "multiple-award" contract?

RESPONSE: This is a single award TORFP.

- 15) The solicitation states that the personnel provided by the vendor must be very familiar with "Maryland State IT Security Policy". We provide Cyber Security Engineers to the Federal Government and would like to know how different is "Maryland State IT Security Policy" compared to the Federal standards (e.g. DHS, DoD etc.) and if this requirement is a strict requirement to be qualified for this award?

RESPONSE: Please see the response to question #10.

- 16) When it comes to individual work orders, who is expected to perform the project management function? Is the Systems Security Specialist (Senior) expected to oversee the work or DOIT or an individual agency?

RESPONSE: DoIT will perform the project management function for all work orders.

- 17) What is the process for developing work orders? Will the TO Manager develop the work order in terms of labor categories required and effort or duration? Or will the Systems Security Specialist (Senior) facilitate or support this process?

RESPONSE: Please see Section 2.8 of the TORFP for more information regarding the work order process.

- 18) Is it possible to remove the requirement for CJIS fingerprinting/background checks and financial records from this stage? It seems reasonable to require the contractor to certify they will be performed prior to work commencing. Or to require it at the time of oral presentations if the contractor is short listed.

RESPONSE: Please see Amendment #1.

- 19) Are contractors to provide the CISSP Certificate; the CJIS fingerprint Federal and state background check report and the report of financial records from a national credit reporting agency at the time of proposal submission? Or when?

RESPONSE: Please see Amendment #1.

- 20) Does each of the 3 [reference] examples have to meet the Minimum Qualifications stated in paragraph 2.9.1?

RESPONSE: Offerors may meet the minimum qualifications with a single reference example, however a total of three (3) reference examples must be provided at the time of submission, as described in Section 3.4.1 F.

- 21) Please confirm that contractors are to provide a single hourly rate (rate for 1 hour only) for each year/for each of the 10 positions? If not, please provide the number of hours that we are to use to provide a Grand Total.

RESPONSE: Offerors shall provide a single hourly rate (rate for 1 hour only) for each year and for each of the 10 positions. The rates from each column shall be totaled at the bottom, and the total from each column shall be calculated for the Grand Total.

- 22) Question on Section 2.9.1, TO Contractor Company Minimum Qualifications: is this solely the Master Contractor or can we use the credentials of our teammate (rolled into a Team)?

RESPONSE: It is permitted for a Master Contractor and subcontractor to team together to meet the Minimum Qualifications listed in Section 2.9.1.

- 23) Since the original Labor category “System Security Specialist (Senior) did not include CISSP requirement when the Maryland CAT+ RFP came out, our quoted price in the price proposal submitted to DoIT was according to the language below. Since the Statewide Cyber Security TORFP requires CISSP certification, this is a deviation from the original requirement and cost more money to procure CISSP certified personnel. I am wondering to what extent DoIT would allow price adjustment?

RESPONSE: DoIT will not allow a price adjustment to the labor rates. However, please see Amendment #1 regarding the System Security Specialist (Senior) labor category.

- 24) On Page 23, Proposed Personnel “Background Checks” the language states “submit, a CJIS fingerprint Federal and state background check report issued to the TO Contractor within the

past 12 months from date of proposal submission, and a report of financial records from a national credit reporting agency. Would department consider this to be applicable to “Awardee” or reasonably suspect to an award and his/her submitted personnel? Otherwise this is going to be an extra burden for vendors and their candidates. Candidates do not like this kind of invasion unless a written job is offered, which in this case is contingent upon an award. Also, our question is if the applicant already have higher clearances e.g. from Federal Government (NACI, OPM) would that be acceptable?

RESPONSE: Please see Amendment #1.

25) Will the State consider extending the proposal due date?

RESPONSE: Please see Amendment #1.

26) Will the minimum requirements have to be filled by the Master contractor or can they be filled by a partner/subcontractor, or combination of the Master Contractor and subcontractor?

RESPONSE: Please see the response to question # 22.

27) Given the broad nature of responsibility that the System Security Specialist (Senior) will have, as well as the requirement for a current CISSP certification, would the state consider allowing offerors to propose a different labor category for that position so that it is better aligned with CATS+ rates?

RESPONSE: Please see Amendment #1.

28) Would the State prefer to receive only a resume for the System Security Specialist (Senior) or would they prefer also to receive resumes for other labor categories, if available?

RESPONSE: Please see the response to question #12.

29) This task order did not identify any non-routine travel, however, the likelihood of travel to various state agencies outside seems high. Will DoIT allow for reimbursement to support meetings not located in Annapolis?

RESPONSE: Please see Section 2.2.4 of the CATS + RFP for definitions of routine and non-routine travel.

30) Under 3.4.1 section "TO TECHNICAL PROPOSAL" Page 23 states the following: "*B) Proposed Personnel 2) . . . a CJIS fingerprint Federal and state background check report issued to the TO Contractor within the past 12 months from date of proposal submission, and a report of financial records from a national credit reporting agency.*" The information requested is highly sensitive. Cyber security personnel will be very apprehensive about sharing this information with anyone but the client. Can this information be transmitted upon contract award to the client?

RESPONSE: Please see Amendment #1.

- 31) Will it be possible to influence the labor categories (positions) as listed in Section 2.5.1 prior to hire?

RESPONSE: No, the labor categories that are currently listed will be the only labor categories available for the duration of the TO Agreement.

- 32) Within DoIT, in which Directorate/Section are the following responsibilities currently assigned: Information Assurance; Cyber defense operations (IPS management); Firewall Management?

RESPONSE: All of these responsibilities are currently assigned to the Enterprise Information Services section of DoIT.

Thank you,

Michael Meinel
Procurement Officer

End of Question and Answer # 1



Questions and Answers No. 2
TORFP F50B3400070
Statewide Cyber Security

Ladies/Gentlemen:

This list of questions and responses is being issued to clarify certain information contained in the above referenced TORFP. The statements and interpretations contained in the following responses to questions by potential Offerors are not binding to the State, unless an addendum expressly amends the TORFP. Nothing in the State's response to these questions is to be construed as agreement to or acceptance by the State of any statement or interpretation on the part of the vendor.

- 1) Is the credit check required for the individual performing the work, or for the TO Contractor?

RESPONSE: Please see Amendment #1 regarding updates to the background investigation. Before an award is finalized, the individual must successfully complete Background Check requirements in Section 2.15.

- 2) Please clarify when will the CJIS certification need to be provided. There is conflicting information in the RFP, where section 2.15 states the information needs to be provided "prior to commencement of work" and 3.4.1, where it sounds like the information needs to be provided at time of TORFP response.

RESPONSE: Please see Amendment #1.

- 3) Please clarify the CATS+ requirements related to travel reimbursement. Does the travel reimbursement only apply between State of Maryland sites, or for resources to travel from home to State of Maryland sites (over the 50 mile minimum).

RESPONSE: The CATS+ travel reimbursement only applies to non-routine travel. Non-routine travel is defined in Section 2.2.4.2 of the CATS+ RFP as travel beyond the 50-mile radius of the agency's base location. Travel from home to the base / primary work location does not qualify as non-routine travel.

- 4) Due to the 4th of July holiday, would the State of Maryland be willing to consider a one week extension on the proposal due date for this TORFP from 7/11/2013 2pm EDT to 7/18/2013 2pm EDT?

RESPONSE: Please see Amendment #1.

- 5) What is the estimated FTE's on this task order by year?

RESPONSE: At this time, only 1 full-time resource is required under this TORFP. The estimated work is 2000 hours a year.

- 6) Would additional staff be housed on the Government site or the contractor's site?

RESPONSE: Please see the response to question #2 in Q&A #1.

- 7) The TORFP states that a CISSP is mandatory. Is an equivalent certification, such as CISM acceptable?

RESPONSE: Yes. Please see Amendment #1.

- 8) In the bidder's conference, it was stated that although each bidder must submit 3 past performances, only one must meet the minimum requirements. Is this correct?

RESPONSE: Yes. Please see the response to question #20 in Q&A #1.

- 9) We are assuming that if our candidates have current Federally issued Secret or Top Secret Clearances, these are acceptable to meet this requirement [personnel minimum qualifications]?

RESPONSE: Please see Amendment #1.

- 10) Is there a budget cap for this Task Order by year, fiscal year or life of the TO? If so, what are the caps by year?

RESPONSE: The State will not disclose budgets associated with TORFPs.

- 11) The CATS+ Master Contract requires a CJIS Background Check and does not mention a credit check requirement for employees of contractors working under the scope of a CATS+ TO. We assume that employees who have active Secret or TS clearances or greater meet these requirements however, because of the nature and scope of these background investigations which incorporate the state's requirements. In proposing such employees and identifying their appropriate clearance level we then self certify that their background check is in place at the start of TO performance. Are we correct?

RESPONSE: Please see Amendment #1.

- 12) We assume that student visas do not meet the requirement for employment authorization under this TO and that at least an H1-B categorization must apply. Our experience with background checks of this nature for individuals who are not US citizens is that extra criteria are employed above a simple CJIS check. This data tracks out of US country of origin specifics at a minimum. Will any contractor who employs non citizens on this contract be required to extend their background check to this out of country level and also assume the costs which can be substantial?

RESPONSE: Upon notice of award, the resource must complete a successful background check or have an equivalent or higher security clearance with the Federal Government, as described in Section 2.15 C of the amended TORFP. The requirements of this TORFP do not indicate that background checks must extend outside of the United States.

- 13) Will the state require a credit history in the US of at least a three year duration for non US citizens and if not what will that duration be?

RESPONSE: The TORFP does not indicate a specific duration for credit history.

- 14) This [Section 1.8 conflict of interest] paragraph states Master Contractors should be aware that the State Ethics Law, State Government Article, §15-508, might limit the selected Master Contractor's ability to participate in future related procurements, depending upon specific circumstances. Please specifically address what those circumstances are and what limitations are going to be put on the Master Contractor if the Master Contractor's company is chosen to lead this task.

RESPONSE: The State cannot specifically address all circumstances that may lead to a conflict of interest. Generally, if a Contractor has advanced knowledge of a procurement or has assisted in the development of a procurement, there would be a conflict of interest. It is the Master Contractor's responsibility to contact the Procurement Officer if they believe they may have a conflict of interest. If a conflict of interest is determined, the proposal may be rejected.

- 15) If a Master Contractor is a subcontractor on this TO will they also be limited [by conflict of interest] to participate in future related procurements, depending upon specific circumstances? If so, what are those circumstances?

RESPONSE: A subcontractor may be precluded from participation in a future related procurement. The specific circumstances cannot be defined.

- 16) If a subcontractor is not a Master Contractor on this TO, will they be limited [by conflict of interest] to the full extent as the Master Contractor with respect to future related procurements?

RESPONSE: Yes.

- 17) Will these limitations [by conflict of interest] apply only to this functional area 7 or do they extend to the entire CATS+ contract?

RESPONSE: Limitations would apply to all future related solicitations within CATS+ as well as procurements issued outside of the CATS+ Master Contract vehicle.

- 18) Will limitations [by conflict of interest] imposed expire after a period of time?

RESPONSE: No.

- 19) Will the Master Contractor be notified in advance of the [conflict of interest] restrictions such that they will be afforded the opportunity to not place their firm in an adverse business situation once so informed and thus avoid this conflict?

RESPONSE: No, the awarded Master Contractor must perform all work as described in Section 2 of the TORFP. The awarded Master Contractor cannot limit their participation in the TORFP to prevent a possible conflict of interest.

- 20) Paragraph 2.1 states : “This TO Agreement incorporates all of the terms and conditions of the Master Contract and shall not in any way amend, conflict with or super-cede the Master Contract”. Directions at the bidders conference verbally allowed this TO to adjust or extend the language of the Master Contract. We were cautioned to wait for actual language in writing, and may we expect a date where all prospective bidders have access to clarifications that were expressed verbally at that event. Was the TO document submitted subsequent to the bidders conference via email augmented from the original and if so what were the changes?

RESPONSE: TORFPs may not adjust or extend the language of the Master Contract. Please see Amendment #1 for changes associated with this TORFP.

- 21) Instructions for the Technical Proposal, Section 3.4.1, under B) Proposed Personnel, item 1 calls for a Sr. Systems Security Specialist resume in conjunction with Attachment 5. Under the same paragraph B, item 4 calls for a completed Attachment 5 version of the resume. Please verify that, based on a literal interpretation of the instructions, the government expects two versions of the same resume, one in a freestyle format and the other in the Attachment 5 format, both in the Proposed Personnel section.

RESPONSE: Yes, please provide the same resume both in freestyle format and in the Attachment 5 format.

- 22) Under Section 3.4.1, Paragraph F) is titled “Master Contractor and Subcontractor Experience.” Item 1 states, “Provide up to three examples of engagements or contracts the Master Contractor has completed” etc. Please confirm we may include an example of subcontractor experience within the three examples.

RESPONSE: Yes, you may include an example of subcontractor experience to meet this requirement.

- 23) Now that one of the labor categories has been purged (as per Amendment #1, item #4 “**Revise Section 2.5.1 – Staffing**”), can you please clarify if the new “open” category (“TO Contractor’s choice”) MUST be selected from one of the 9 other labor categories as specified under the same section (or could it be any of the categories from CATS+ Master Contract)?

RESPONSE: An Offeror may propose any of the labor categories from the CATS+ Master Contract.

- 24) Please identify the size of Maryland's network...number of locations, number of assets, and number of users. Also will the full-time, industry-certified security specialist position require a Top Secret clearance, and involve both class and unclass work?

RESPONSE: The Executive Branch of Maryland has about 55 independent agencies with more than 50,000 users. A Top Secret clearance is not required. The awarded Contractor may work or provide consultation with confidential information.

- 25) Which platforms are in scope (Windows, Linux, Red Hat, Solaris, etc.)?

RESPONSE: The initial focus will be Windows environments.

- 26) How many servers are in each environment (Development, Test, QA, Production) per platform?

RESPONSE: This question cannot be answered due to the current IT infrastructure for the State. The awarded Contractor may be asked to provide IT Security technical guidance in the design, deployment, maintenance, and monitoring of information security systems for one or multiple State agencies.

- 27) Are there any upgrade plans (For example: Upgrading from Windows NT to latest)?

RESPONSE: Agencies have various IT maturity levels. There are no immediate plans for upgrades related to this TORFP.

- 28) Can a list of products in scope for this RFP be provided?

RESPONSE: The State has not standardized a list of hardware and software.

- 29) We have read the description of a **Subject Matter Expert** and **Subject Matter Expert-Senior** roles. Are there specific areas defined for this TORFP that these Subject Matter Experts would be focused on? If so, please list the specific area or focus for both roles.

RESPONSE: At this time, the State is not requesting a Subject Matter Expert and therefore cannot identify a specific area or focus. However, a future Subject Matter Expert may be required to have specialized knowledge of any service outlined in Section 2.5.2 of the TORFP.

- 30) Question 4 refers to tools. We need additional information. Will the state be choosing the tool set or will the contractor research and make recommendations? Many of these tools are customer based and have usage fees. Some of these tools can be very expensive. Does the state expect the contractor to supply these tools at his own expense or will the state assume all costs?

RESPONSE: The State has not identified a specific tool set at this time. Further, the awarded Contractor is not required to supply a tool set at its own expense.

- 31) If a Master Contractor teams with a subcontractor, we assume that the subcontractor must be part of the CATS+ program?

RESPONSE: The subcontractor does not need to be a CATS+ Master Contractor.

- 32) In the role of Prime Contractor on the TORFP, must that Master Contractor perform at least 51% of the work on this TO?

RESPONSE: No, there is not a certain percentage of work that a prime contractor must complete for this TORFP.

- 33) Must the Prime, Master Contractor, provide the full time onsite employee who satisfies the requirements for the former System Security Specialist (senior) as amended?

RESPONSE: No, the full-time resource may come from the prime contractor or subcontractor.

- 34) Can a Key Subcontractor be a certified large business who performs over 51% of the requirement?

RESPONSE: A subcontractor can be any business that is certified to do business in the State of Maryland.

- 35) Clarify our assumption that the individual proposed and then vetted in any oral presentation which forms the basis of award will be the same person that is required to appear in performance of the contract? Additionally, confirm that the state expects the Master Contractor to confirm that a non contingent employee relationship exists with that individual at the time of any oral evaluation.

RESPONSE: Yes, the individual submitted in the proposal and evaluated during any oral presentation must be the same person that will perform the duties and responsibilities under this TORFP. The State does not require Master Contractors to confirm the status of an employee relationship at the time of oral presentations.

- 36) As per Amendment #1 for this solicitation, a vendor is not required to submit the candidates "background investigation report" along with the proposal. What if we have our proposed candidates current "background investigation report" – can we, in that case, submit it? Or, the state will consider that as disqualification if we do so?

RESPONSE: You may submit the background investigation report, but it will not be evaluated. Further, it will not be considered a strength or a weakness if it is submitted with the proposal.



Thank you,

Michael Mehl
Procurement Officer

End of Question and Answer # 2