



**Amendment #1  
TORFP # F50B4400031**

**Network Managed Services & Support**

**May 1, 2014**

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 Key Information Summary Sheet (p. 5) as follows:**

Closing Date and Time:	<del>5/13/2014 at 2:00 PM Local Time</del> <b><u>5/28/2014 at 2:00 PM Local Time</u></b>
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**2. Revise the Section 3.2 – Submission (p. 48) as follows:**

~~The TO Proposal shall be submitted via two e-mails, each email not to exceed 8 MB.~~

~~The TO Technical Proposal shall be contained in one email, with two attachments. This email shall include:~~

- ~~Subject line “CATS + TORFP # F50B4400031 Technical” plus the Master Contractor Name~~
- ~~One attachment labeled “TORFP # F50B4400031 Technical Attachments” containing all Technical Proposal Attachments (see Section 3.3 below), signed and in PDF format~~
- ~~One attachment labeled “TORFP # F50B4400031 Technical Proposal”~~

~~The TO Financial Proposal shall be contained in one email, with two attachments. This email shall include:~~

- ~~Subject line “CATS + TORFP # F50B4400031 Financial” plus the Master Contractor Name~~
- ~~An attachment labeled TORFP # F50B4400031 FINANCIAL WORKSHEET containing the TO Financial Proposal contents in Excel format.~~

~~An attachment labeled “TORFP # F50B4400031 Financial” containing the TO Financial Proposal contents, signed and in PDF format.~~

**Each Offeror is required to submit a separate sealed package for each Volume, which are to be labeled Volume I- Technical Proposal and Volume II- Financial Proposal respectively. Each sealed package shall bear the TORFP title and number, name and address of the Offeror, the Volume number (I or II), and closing date and time for receipt of the proposals on the outside of the package. One (1) unbound original, identified as such, and two copies of each volume are to be submitted. An electronic version of both the Volume I – Technical Proposal in MS Word format and the Volume II – Financial Proposal in Excel format and signed .PDF shall also be submitted with the unbound originals. CDs or flash drives shall be**

**labeled on the outside containing the TORFP number and name, the name of the Offeror, and the volume number.**

**Proposals shall be submitted to the following address:**

**Michael Meinel, Procurement Officer**  
**Department of Information Technology**  
**45 Calvert Street, Room 442**  
**Annapolis, MD 21401**

Issued by  
Michael Meinel  
Procurement Officer



**Questions and Answers No. 1  
CATS+ TORFP # F50B4400031  
Network Managed Services & Support**

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. Regarding Section 2.8.1 TO CONTRACTOR COMPANY MINIMUM QUALIFICATIONS – does the Master Contractor itself have to have these minimum quals or can we assemble a team to include subcontractors who satisfy those qualifications?

**RESPONSE: The minimum qualifications described in Section 2.8.1 are requirements for the prime / master contractor. A subcontractor's experience may not be used to meet minimum qualifications.**

2. Is this a new contract or a follow on to existing work, and if so, please identify the incumbent.

**RESPONSE: This solicitation is a recompetete of an existing contract. The incumbent is Skyline Network Engineering, LLC.**

3. Is there any Audio Visual or low voltage work for this project?

**RESPONSE: No.**

4. Can the State please clarify if it means the Minimum Requirements indicated on page40- 41 are for the Master Contractor itself or the Master Contractor's proposal? Both are indicated in the text?

**RESPONSE: Please see the response to Question #1.**

5. If a CATS+ Master Contractor from Functional Area 6 does not meet the minimum requirements outlined by the State of Maryland in Section 2.8.1 on pages 40 and 41, can the State please confirm it will accept the Master Contractor and Subcontractor experience and Capabilities, as referenced in Section E, Master Contractor and Subcontractor Experience and Capabilities, page 50.

**RESPONSE: No, the State will not accept the experience and capabilities of the subcontractor to meet the minimum qualifications in Section 2.8.1. The experience requested in Section 3.4.1 E is additional to the experience requested for Section 2.8.1.**

6. Will the state consider extending the current deadline two weeks to May 27, 2014, 2 pm Local Time?

**RESPONSE: Yes. Please see Amendment #1.**

7. Would the State of Maryland consider revising the language to allow for more than two emails to allow contractors to allow for a minimum of graphics; for example organizational charts; network engineering approaches diagrams, etc.?

**RESPONSE: Yes. Please see Amendment #1.**

8. Will the state please provide access to the document (“Confidential Network Inventory Document”) referenced during the bidders conference and on Page 15 of the RFP [sic]?

**RESPONSE: Yes. The State will provide access to the Confidential Network Inventory Document upon the receipt of a signed Non-Disclosure Agreement (Attachment 10). Access will be provided by appointment only and the location will be a reading room at 45 Calvert Street Annapolis, MD 21401.**

9. Was there an attendance sheet for the pre-proposal conference held 4/23/14 at 11:00am. [?]

**RESPONSE: The attendance sheet for the pre-proposal conference held on April 23<sup>rd</sup> was sent to Master Contractors awarded to Functional Area 6 of the CATS+ Master Contract and posted on the CATS+ TORFP Status webpage.**

10. In regard to Section 3.2 (Submission) of the RFP, will the State of Maryland consider increasing (1) the number of emails that can be submitted and/or (2) the email size limit from 8MB to 16MB?

**RESPONSE: Please see Amendment #1.**

Thank you,

Michael G. Meini  
Procurement Officer

End of Question and Answer # 1