



Maryland Department of Transportation
Office of Procurement
CATS+ RFR J01B5400028
MDOT – OCP Project Manager
Addendum #1

March 20, 2015

Addendum #1 is being issued provide answers to questions submitted by Master Contractors for the above named TORFP. All information contained herein is binding on all offerors who respond to this RFR.

Questions and Answers

Question 1: Regarding the subject request, will MDOT please clarify the nature of this engagement through the term of the base 3-year period? Is the position considered to be a full-time engagement beginning on or about 6/1/15 and requiring approximately 2000 hours/year? Our confusion stems from Attachment 2 which seems to indicate the position could become part-time in year 3.

Answer 1: It is anticipated that the first year (Year 1) of the contract will be part-time, roughly 1,000 hours. This first year will likely be preparing DoIT regulatory documents, procurement documents, and providing expertise, research and analysis through the evaluation of proposals. The second year (Year 2) of the contract is anticipated to be closer to full-time; as this is when a system developer will be under contract and more involvement will be necessary through requirements document, system design, testing and implementation. The last year (Year 3) is anticipated to be part-time to assist and advise MDOT through the initial period of operations & maintenance.

Question 2: Under Labor Categories it is listed as 1 Project Manager (Senior), however 1. Under CATS+ is attached to the Category of Program Manager. Also Project Manager (Senior) is not listed on the CAT+ Labor Category. To make sure we are moving forward appropriately we would like to clarify whether this RFR is listed for a Project Manager or Program Manager.

Answer 2: Although RFR J01B5400028 lists a Project Manager (Senior), this Labor Category does not exist in the CATS+ Master Contract. Please use the Project Manager Labor Category listed in the CATS+ Master Contract.

Question 3: Regarding Technical Proposal Submission # 3: Our company is MBE itself, and doesn't intend to use any subcontractors for this solicitation. Do we need to submit Minority Business Enterprise Forms A and/or B (Attachment 6)?

Answer 3: There is no MBE Goal on this RFR therefore, no MBE Forms are required.





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Question 4: Regarding Technical Proposal Submission # 8: Criminal Background Check Affidavit (Attachment 14) wording suggests that Criminal Background Check would be performed prior to signing Affidavit. Do we need to perform Criminal Background Check on proposed candidate before bid submission? If not, do we still need to provide Criminal Background Check Affidavit at bid submission with Technical Proposal package?

Answer 4: The Criminal Background Check Affidavit is due within 30 days of Notice to Proceed. The Criminal Background Check(s) must be completed before the affidavit is due.

Question 5: Does the MDOT have an incumbent contractor(s) either currently working, or who recently worked, on this project?

Answer 5: This project is a new project, therefore there is no incumbent.

Question 6: Are the incumbents eligible to respond to this solicitation?

Answer 6: Please see the answer to Question 5 above.

Question 7: We would like to ask if our company is selected for this RFR can we still bid on the resulting TORFP for the CPMS project.

Answer 7: Please refer to Section 1, Special Instructions, which states, “Offeror and subcontractor(s) awarded this Contract may NOT submit proposal(s) in response to any subsequent new capital programming management system solicitation(s) associated with the acquisition or implementation of the new capital programming management system.”

End of Addendum #1

