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TO: MASTER CONTRACTORS

FROM: Dorothy Richburg  
Procurement Officer

RE: ADDENDUM I  
DATABASE ADMINISTRATION SUPPORT  
TORFP NO. R00B4400090

DATE: January 14, 2014

**YOU SHOULD RECEIVE 8 PAGES AND THE ATTENDANCE SHEET**

**IF YOU DO NOT RECEIVE ALL THE PAGES, PLEASE CALL 410-767-7156**  
**OR EMAIL [jblackburn@msde.state.md.us](mailto:jblackburn@msde.state.md.us)**

**THANK YOU.**

Attached are the following documents:

1. Minutes from the Pre-Proposal Conference held on Friday, January 10, 2014; and
2. Attendance Sheet

**NEW PROPOSAL DUE DATE**  
**PROPOSALS ARE DUE NO LATER THAN**  
**2:00 PM EDT, THURSDAY, FEBRUARY 6, 2014**

**MARYLAND STATE DEPARTMENT OF EDUCATION**

200 West Baltimore Street  
Baltimore, MD 21201-2595  
410-767-0628  
410-333-2017 (Fax)

TORFP NO. R00B4400090

**DATABASE ADMINISTRATION SUPPORT**

Received By \_\_\_\_\_  
(Print Name)

Signature \_\_\_\_\_ Date \_\_\_\_\_

Vendor \_\_\_\_\_

Telephone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

**PLEASE E-MAIL, FAX OR MAIL THIS TO:**

**Dorothy M. Richburg, Procurement Officer**  
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**410-333-2017 (Fax)**

**MR. BLACKBURN:**

Welcome. Thank you for coming and bearing up under this weather.

I know you were set to see Dorothy Richburg, but she has a very bad cold so she asked me to fill in. My name is James Blackburn and I started with Procurement here at MSDE about two weeks ago.

There may be a few questions that I can answer, but if I cannot, then I'll look them up and get back to you. So you know who I am, and so we'll introduce ourselves.

Doug, do you want to introduce yourself?

**MR. CHAMBERS:**

I do sometimes. I'm Doug Chambers. I'm the court reporter here today.

**MR. BLACKBURN:**

And?

**MR. TALLEY:**

I'm Greg Talley. I'm a Telecom Coordinator in the Office of Information Technology by disposition.

**MS. CERASI:**

Rhea Ann Cerasi with Wood Consulting Services.

**MR. BOURI:**

Jay Bouri, N-3 Technologies.

**MR. BLACKBURN:**

Very good. Thank you. We're here to talk about the Task Order Request for Proposals for the position of Database Administration Support.

The TORFP number is R00B4400090. The closing is going to be on February 4<sup>th</sup>. This is going to be for a period of three years with two one-year optional renewals.

And since there's only a couple of you, you can just swap back and forth with your questions.

I'll ask the lady to begin, if you have any.

## **QUESTIONS – ANSWERS--CLARIFICATIONS**

**MS. CERASI:**

I don't.

**MR. BLACKBURN:**

No questions. There goes 50 percent of our questions.

**MR. BOURI:**

I have several questions.

**MR. BLACKBURN:**

That's very good. You can make it up, all right?

**MR. BOURI:**

Right. First of all, I'm assuming that there's an incumbent on this one?

**MR. BLACKBURN:**

An incumbent? Yes, we do have an incumbent.

**MR. BOURI:**

And who is the incumbent?

**MR. BLACKBURN:**

His name is Phani (phonetic)

**MR. BOURI:**

Oh, Phani (inaudible).

**MR. BLACKBURN:**

Yes. I was going to try to say his last name...

**MR. BOURI:**

(Inaudible).

**MR. BLACKBURN:**

Yes.

**MR. BOURI:**

Okay. But he is a candidate. I'm talking about the company. His company (inaudible).

**MR. BLACKBURN:**

I don't have that information with me. We can find out and let you know.

**MR. BOURI:**

Is he on the CATS II contract at the moment?

**MR. BLACKBURN:**

Yes.

**MR. BOURI:**

Because I'm not sure (inaudible) information. (Inaudible) I heard about it. You're asking for all technology, indicate all technology, Microsoft technology (inaudible) to out-source.

**MR. BLACKBURN:**

Yes.

**MR. BOURI:**

Is that the way I would say exchange combination with Microsoft and PB2. So telling you the way they are performing, they're doing all the jobs?

**MR. BLACKBURN:**

Yes.

**MR. BOURI:**

Every (inaudible).

**MR. BLACKBURN:**

As you probably saw in the background information here at MSDE, we've got a variety of databases that we support for a whole variety of applications, from Human Resources, to certification and a whole lot of different environments. Currently we provide some database administration support for multiple environments.

**MR. BOURI:**

I mean it's a mixture of all technology it's the main thing.

**MR. BLACKBURN:**

Yes.

**MR. BOURI:**

You definitely need to satisfy each and every requirement listed in the 3.1.

**MR. BLACKBURN:**

Correct.

**MR. BOURI:**

Okay. I don't have any more questions. I think that answers it all.

**MR. BLACKBURN:**

Have you thought of any?

**MS. CERASI:**

Uh-uh.

**MR. BLACKBURN:**

And you're sure you have no more?

**MR. BOURI:**

No, that was the main question I had and you were able to answer that question.

Later on if we come across a requirement where you have all the technology...required here.

That's a very strong combination.

**MR. BLACKBURN:**

Uh-huh.

**MR. BOURI:**

People are either this or that.

**MR. BLACKBURN:**

And in this case they're both.

**MR. BOURI:**

I am too...

**MR. BLACKBURN:**

Correct. Very good. Well if there are no more questions, and you have both signed in, and given me a business card, I don't have anything else to add. If you do have other questions I guess there's a process where you can email them in.

**MR. BOURI:**

Right.

**MR. BLACKBURN:**

And we will collect them and answer them and get back to you in the minutes. Okay.

Thank you again for coming.

**(Whereupon, at 10:27 a.m. the proceedings were adjourned.)**

The following questions were received after the Pre-Proposal Conference:

1. There is a mismatch in the Attachment numbers between CATS+ TORFP Template (<http://doit.maryland.gov/contracts/documents/catsplusguidance/cats+%20torfp%20template.docx>) and those listed in TORFP R00B4400090. For example, per CATS+ TORFP Template, Living Wage Affidavit of Agreement is Attachment 13 where as it is Attachment 9 in the document.

We have seen in other TORFPs that the CATS+ numbering system is maintained and attachments that are not relevant are specified as “Not Used”. An example of this can be seen at

[http://doit.maryland.gov/contracts/Documents/cats\\_torfp\\_status/pers\\_system\\_proj\\_mgmt\\_f10p7200585.pdf](http://doit.maryland.gov/contracts/Documents/cats_torfp_status/pers_system_proj_mgmt_f10p7200585.pdf), where Attachment 2 is “Not Used”.

**Please use the numbering as laid out in the TORFP.**

2. Also, there is a difference between the attachment numbers in the TORFP and its reference in section 1.3. For example, Living Wage Affidavit of Agreement is numbered Attachment 9, while section 1.3 says Attachment 10.

**Please see below for the correct Attachment Numbers:**

- Attachment 1 – Price Proposal
- Attachment 3 - Conflict of Interest and Disclosure Affidavit
- Attachment 4 – Labor Classification Personnel Resume Summary
- Attachment 9 – Living Wage Affidavit of Agreement
- Attachment 10 – Certification Regarding Investments in Iran

3. Attachment 4 in the TORFP is Labor Classification Personnel Resume Summary and Attachment 5 is Labor Classification Personnel Resume Summary (Continued). Since it is a continuation of the previous sheet, do we presume that the Attachment 5 is actually Attachment 4? Incidentally, it is indeed Attachment 5 per CATS+ TORFP Template.

**Yes.**

**MARYLAND STATE DEPARTMENT OF EDUCATION  
DATABASE ADMIN SUPPORT**

TORFP #R00B4400090

Friday 1/10

— ~~Wednesday~~, January 8, 2014

	NAME (Please Print)	ORGANIZATION	ADDRESS (City, State & Zip Code)	TELEPHONE NO. FAX NO.	E-MAIL ADDRESS	SMALL BUSINESS PROGRAM	CERTIFIED MD. MBE
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3	Vijay Bouri	N-3 Technologies		301.990.3706	vijay.bouri @n-3tech.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4	SPENCER TALLEY	INFORMATION TECHNOLOGY MSDE					
5							
6							
7							
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