

**SUPPLEMENTAL D
DEPARTMENT OF INFORMATION TECHNOLOGY
ACTION AGENDA**

ITEM: 2-IT (Cont.)

REMARKS: A notice of the availability of the Request for Proposals (RFP) was advertised on *eMarylandMarketplace.com* and the DoIT website. Through *eMarylandMarketplace.com* over 700 prospective firms were notified. A copy of the RFP was also sent to the Governor's Office of Minority Affairs.

DoIT received eight proposals in response to the RFP. Four of the eight proposals were determined to be not technically qualified as the solutions proposed did not meet the requirements of the RFP and were deemed not reasonably susceptible to award. The remaining four offerors were invited to attend oral presentations and demonstrations of their proposed software applications. It was determined based on the evaluation of all information that was provided by each of the remaining four offerors, that one offeror would be eliminated because the software application proposed failed to demonstrate the ability to meet all requirements in the RFP.

References checks were then made for each of the remaining three offerors which were DLT Solutions (proposing Oracle), Carahsoft Technologies (proposing SAP) and Oakland Consulting (proposing SAP). References calls were made to gather information not only for the performance of each offeror but also the experience with the software applications proposed. Once reference checks were completed, each of the three remaining offerors were found reasonably susceptible of being selected for award and technically ranked. DLT's proposal was ranked technically the best.

Once the technical evaluations were completed, financial proposals were opened and evaluated. The procurement officer determined that it was in the best interest of the State to request a Best and Final Offer. Financial proposals were ranked and DLT's proposed solution was ranked as the lowest cost to the State. The technical and financial evaluations were then combined into a composite ranking resulting in DLT's proposal ranked as the highest overall and the most advantageous offer to the State based on the following:

- Proven functionality of software solution proposed and how well it meets the State's requirements
- Software solution easy to use and most inexpensive to implement and maintain
- Software solution best choice for implementation and use by the public sector
- References for software support and maintenance support positive
- Reseller references positive
- Best economical solution

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The State of Maryland's employee workforce consists of approx. 88,000 employees in a regular or contractual capacity. The State's current transaction processing system is at risk of failing. Due to the limitations of the existing statewide system, agencies have developed ad hoc systems processing and reporting systems to meet their individual needs. These systems date back to 1975 and include labor intensive and redundant main-frame, batch-oriented and stand-alone applications. As a result, the State is unable to take advantage of recent technological developments such as employee self-service and other web-enabled applications. Additionally, the various stand alone systems provide no mechanism for accurate and timely reporting of statewide personnel activities.

The implementation of the proposed software application will result in real business benefits and advantages for the State's personnel functions including:

- A central repository of human resource data for all employee types
- Extensive improvements for reporting and analysis capabilities
- Robust data security structure and disaster recovery option
- Employee self-service to relieve human resource administrators
- Reduction in paper consumption
- Improved service delivery to the human resource community statewide
- Information access and reporting capabilities
- Technical flexibility and scalability to accommodate process changes corresponding to legislative mandates and personnel policy changes
- Built in audit capabilities to ensure data integrity and accuracy
- Enhanced and updated technology will result in more efficient methods to attract and retain staff to support the application

The MBE participation goal of 0% was determined based upon analysis of the available subcontracting opportunities for the RFP. The contract primarily encompasses the procurement of a COTS software package with annual support services that would be considered proprietary to the manufacturer of the software.

Integration and operation and maintenance services will be procured through a separate procurement vehicle. It is expected that a significant MBE goal will be included in the next RFP for the implementation of the software application.

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ATTACHMENT

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BIDS OR PROPOSALS:

	<u>Technical Rank</u>	<u>Financial Offer/Rank</u>	<u>Overall Rank*</u>
DLT Solutions Herndon, VA	1	\$4,608,808	1
Oakland Consulting Washington, DC	3	\$6,359,252	2
Carahsoft Technology Reston, VA	2	\$8,744,382	3

*Note: Technical factors had greater weight than financial factors in the overall award.