

**Assistive Telecommunications Equipment and Associated Peripherals  
RFP; 050B7800030**

**Questions and Answers No. 1, June 1, 2007**

1. Question: Is the CART transcription from the Pre-proposal available?  
Answer: **Per the RFP Section 1.8-Pre-Proposal Conference, the CART Provider has informed the State Procurement Officer that the Pre-Proposal Conference (May 30, 2007 for this RFP) transcription is ready and available to potential Offerors at a nominal fee. As this is arranged directly with the CART Provider, please contact the CART Provider at:**

**Sherry C. Knox, CCP**  
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**Mobile: 240-421-1378**  
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2. Question: Functional Area X talks about videophones. What is the intended use for the videophones? Is it for VRS or another function?  
Answer: **The videophones are intended for use with any type of compatible video relay service.**
3. Question: If the videophones are for VRS, do you intend to select a Master Contractor for VRS?  
Answer: **Not at this time because VRS is a service. We are looking for Master Contractors who can supply equipment and/or peripherals. However, videophones, themselves, are a part of Functional Area X – Wireless Devices/Videophones and Associated Peripherals, and therefore, DBM intends to award a Master Contract to each qualified Offeror under this Functional Area.**
4. Question: Is it the intent of the Department to award a contract to only one VRS provider?  
Answer: **Several Master Contractors may be awarded any given Functional Area(s). As noted in the RFP, Section 4.1-Evaluation Criteria, the Department of Budget and Management intends to award a Master Contract to all qualified Offerors under Functional Areas in accordance with the Competitive Sealed Proposals procurement process under Code of Maryland Regulations (COMAR) 21.05.03., who will then become Master Contractors. After Master Contract award, Master Contractors will then compete at a subsequent secondary procurement level for their applicable Functional Area through a POIFB or PORFP as often as they are released.**

**Questions and Answers No. 1, June 1, 2007 (Continued)**

5. Question: Will small businesses and minority owned businesses be accorded any special consideration?  
Answer: **As noted in the RFP, Section 4.1-Evaluation Criteria, the Department of Budget and Management intends to award a Master Contract to all qualified Offerors under Functional Areas. The State encourages all vendors who can either qualify as a Small Business under the Maryland Department of General Services Small Business Reserve program (See URL: <https://www.smallbusinessreserve.maryland.gov/>), or who can qualify as a Minority Business under the Maryland Department of Transportation's Minority Business Enterprise program (See URL: [http://www.e-mdot.com/MBE\\_Program/Index.html](http://www.e-mdot.com/MBE_Program/Index.html)), to do so. In addition, during the contract term, some of the secondary POIFBs or PORFPs may be directed to only those Master Contractors who qualify under the Small Business Reserve program.**
6. Question: If Manufacturers bid directly as well as authorize Distributors to bid, will the Manufacturers have the edge over their Distributors as Master Contractors?  
Answer: **The secondary level of competition under POIFBs or PORFPs will be directed to all Master Contractors qualified under that particular Functional Area. For POIFBs, the Master Contractor who gives the best (lowest) price or best (lowest) evaluated price that is at or lower than the published MSRP will be awarded a Purchase Order for that business. For PORFPs, it will be the Master Contractor who gives the most advantageous offer to the State considering the combination of evaluation factors that was set forth in the PORFP and price (the price must be at or lower than the published MSRP).**
7. Question: Must a business located wholly out-of-state and which would perform any contract from an out-of-state location register with the Department of Assessments and Taxation?  
Answer: **Before doing business in the State of Maryland, corporations not incorporated in the State must register or qualify with the State Department of Assessments and Taxation (SDAT), 301 West Preston Street, Baltimore, MD 21201, <http://www.dat.state.md.us/>. See also 'Corporations and Associations, Maryland Annotated Code, §§ 7-202 and 7-203, Code of Maryland Regulations (COMAR) 21.07.03.10. Vendors need to discuss their specific circumstances with SDAT in order to understand if this applies to them. Offerors must be registered with SDAT in order to be recommended for an award of a contract, or actually be awarded a contract.**

**Questions and Answers No. 1, June 1, 2007 (Continued)**

8. Question: Can an Offeror do this AFTER being advised that it will be considered as a Master Contractor?

**Answer: Offerors must be registered with SDAT in order to be recommended for an award of a contract, or actually be awarded a contract.**

9. Question: If an Offeror purchases products through a sister company which is a Distributor of Manufacturer's products, should the Offeror obtain a letter of authorization from the sister company, and the sister company obtain letters of authorization from Manufacturers?

**Answer: An Offeror must provide a Letter of Authorization from each entity wherein their authorization to re-sale lies. The State can not make assumptions on what that chain of authorization looks like or the terms and conditions of the authorization. The State is requiring Letters of Authorization from Offerors as assurance they have the legal capability and capacity to provide the manufacturer's product line. Also, see Section 1.20-Offeror Responsibilities in the RFP.**