



Maryland Department of Transportation  
Office of Procurement  
CATSII Task Order J02B2400014  
Geographic Information Systems Support Resources

**Addendum #1**

**September 4, 2012**

**To all bidders of the CATS II Task Order J02B2400014**

**This Addendum is being issued to amend and clarify certain information contained in the above named TORFP. All information contained herein is binding on all offerors who respond to this TORFP. Specific parts of the TORFP have been amended.**

**SEE ATTACHED:**

New bid due date

CHANGES TO SECTION 2.15

Pre-proposal Minutes

Questions and Responses

Pre-proposal Sign- In Sheets

SHA Locations and Maps- (Attached separately- 3 documents)

Corrected Attachment 1- Price Proposal – (Attached separately)

End of Addendum #1



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**Bid Due Date has been extended: Bids Due: TUESDAY, SEPTEMBER 25, 2012 at 2:00 PM**

**CHANGES TO SECTION 2.15**

- minimum of 5 years experience with the ESRI ArcGIS Software Suite
- minimum of 5 years experience with the Trimble GPS technology
- minimum of 3 years experience with the ESRI ArcGIS Server
- minimum of 3 years experience with the ESRI Image Server - **desired**
- minimum of 3 years experience with the Bentley MicroStation
- minimum of 3 years experience with the Oracle and SQL Developer
- minimum of 3 years experience with the Adobe Flash Builder
- minimum of 3 years experience with the Microsoft Silverlight - **desired**
- minimum of 3 years experience with the JavaScript
- minimum of 2 years experience with the Sharepoint - **desired**
- minimum of 2 years experience with the Salesforce - **desired**
- minimum of 1 year experience with GIS Mobile Application development





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**Pre-proposal Minutes**

The Procurement Officer, Joy Abrams, welcomed everyone to the Pre-proposal meeting for the CATS II Task Order- **J02B2400014** for **Geographic Information Systems Support Resources**.

Everyone was reminded to sign the attendance sheet check the right hand column indicating whether or not they are a MBE certified firm.

In attendance today was Bryan Walker, MDOT Procurement, Erica Carte, OOP Executive Assistant, Carl Stein-MDOT IT, Michel Sheffer, SHA, and Jerry Einolf, SHA.

The following reminders and areas of interest were reviewed by Joy Abrams:

- The main purpose of this pre-proposal meeting is to explain the procurement requirements, answer questions, address concerns, provide clarification to the scope of work and provide offerors with instructions pertaining to the solicitation.
- The Technical & Financial Proposals are due no later than **Monday September 10, 2012 at 2:00 pm** **(THIS BID DUE DATE HAS BEEN CHANGED)**. As per section 1.3 Offers received after the stated date and time shall not be accepted.
- MDOT encourages MBE firms to participate in this solicitation. This project has a **0%** DBE/MBE goal.
- Any MBE firms in attendance today? Invited MBE firms to stay after and network. There were **5** MBE firms in attendance.
- PLEASE BE SURE TO SEND YOUR RESPONSES EARLY ENOUGH TO ALLOW SUFFICIENT TIME FOR THE EMAILS TO ARRIVE TIMELY.
- It is the Offeror's responsibility to ensure that their offer has been received and should get an email response with "Received" only confirming receipt of their offer. If you do not, you must call and confirm receipt.
- Offerors will have the opportunity to submit additional questions in writing; written questions must be submitted by email to the Procurement Officer only. The deadline for submission of written questions is **Monday, August 27, 2012 @ 12:00 PM**
- Pre-proposal minutes, sign in sheet and all questions and responses will be published as an amendment and become part of this solicitation and may be published by Wednesday, August 29, 2012.
- Other friendly reminders:
- Please follow the directions with regard to submission of your Task Order Proposal. Offers must be submitted electronically to the Procurement Officer, Joy Abrams; hard copies shall not be accepted.





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- Changes to the scope of work or any response requirements will be published as an amendment and supersede the original published documents per COMAR 21.05.02.07.
- Only information communicated by the Procurement officer in writing shall be the official position of the MDOT. The MDOT assumes no responsibility for information communicated by any other source
- Section 1.3 Proposal Submissions-
  - Submit all required attachments.
  - Late bids will not be accepted.
  - Proposals must be submitted electronically as 2 separate attachments in MS Word Formal
  - PDF documents will be accepted for those documents requiring signatures
  - Email subject lines must have the TORFP # and name(s) of attachments
  - Technical must say technical in subject line; Financial as well
  - Also, you may want to indicate number of emails, example: 1 of 5, 2 of 5, etc
  - You are required to provide the name/number of your point of contact to set up interviews

Section 3.2 FORMAT

- The TO Proposal should provide all the information requested in this section.
- Submit your offer in the sequence listed in this section as this will help to ensure that you have submitted all requested information as well as assist the evaluation team to determine that all information has been received.

Section 4.1 Evaluation Criteria

- Review this section as it provides the evaluation criteria for the TO Proposal.
- The State will award the TOA to the contractor offering the most advantageous offer consider both the technical and financial submissions.
- SHARPEN YOUR PENCILS

Attachment 5 Labor Classification

- Must include labor category
- Work experience must include month and year (1/2008-1/2010)
- Please be sure to update company information as necessary. (ie. MBE, SBR, address, point of contact and especially point of contact) the DoIT.
- MDOT Procurement does not have the capability of updating DoIT's master contractor's information
- Any questions or concerns should be directed to [ITPO.DoIT@maryland.gov](mailto:ITPO.DoIT@maryland.gov)

Are there any more questions? This pre proposal is officially ended. Thank you all for coming and good luck.





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**Questions and Responses**

1) Q. Will each resource require 1960 hours?

A. It will be 1960 or less, a portion not to exceed the maximum of 1960 hours.

2) Q. Will there be four (4) companies awarded this TORFP?

A. We will award this project up to 4 master contractors.

3) Q. So the goal of this Contract is to complete certain task. Where will the vendor be working?

A. It could be both on and offsite, but most likely offsite. Most long term tasks will be at SHA Headquarters. Please see the 3 attachments with SHA locations. However, work performed at SHA locations will primarily include SHA Headquarters with the possibility of meetings at the Hanover Complex, District offices and shops.

4) Q. What are the requirements for the Proposed Facility?

A. We would like the MC to provide the addresses of all sites where work may be performed.

5) Q. You ask for 15 resources, What labor resources are needed?

A. You need to look at what best fits the requirements.

6) Q. How do we know how many of each labor resources we should propose?

A. It is the Contractor's responsibility to propose what labor resources will be needed based on the scope of work. A team must be proposed that collectively meets all the minimum qualifications listed.

7) Q. Once this is awarded, will it be extended?

A. No it will be re-solicited on the CATS PLUS Contract

8) Q. What if the person who was interviewed leaves the company before the job starts?

A. Once the task order has been awarded then you would have to replace the person with someone that meets the qualifications of the person who left. No substitutions during the evaluation phase. See Section 2.18 of TORFP

9) Q. Is this a new procurement?

A. Yes, this is a new procurement.





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10) Q. Does the Master Contractor have to have an office in Maryland?

A. It is not required to be located in Maryland.

11) Q. Is it an issue if the Master Contractor moves locations during the contract period?

A. No. Just update the SHA Contract Manager in writing.

12) Q. Are you currently using Oracle or SQL or both?

A. Mostly Oracle, but both will be used.

13) Q: Can more than 15 resources be submitted?

A: Please submit the question in writing. MDOT will make a determination later.

14) Q: Does there need to be a set number of Programmers, Developers, etc. to reach the required number of resources, or can the Master Contractor mix and match as seen fit?

A: Each Master Contractor needs to submit their best mix of resources. You can submit 3 Programmers, 4 Developers, etc. if you believe that is the best way to meet the requirements.

15) Q: Are the resources working at SHA or the vendor site?

A: There will likely be a combination. There could be a need on-site or off-site, short or long-term.

16) Q: This is a Federally Funded contract. Do the resources have to be U.S citizens?

A: All resources must be authorized to work in the US.

17) Q: Will all work be performed at 707 N. Calvert St.?

A: Work could be at various satellite offices for SHA. Most of the long-term work will be at 707 N. Calvert St. Please put the question in writing so this can be clarified.

18) Q: Should all office locations for the Master Contractor be listed?

A: Yes.

19) Q: Fifteen resources are being asked for, but it could be a mix of personnel. Is price going to be a factor?

A: The most advantageous TO proposal offer considering both technical and financial submissions





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20) Q: Are you interviewing all 15 people from each company?

A: Yes. SHA will interview all personnel from each proposed team.

21) Q: Will the interviews take place at the beginning of the process?

A: Yes. The interviews are considered to be part of the technical proposal.

22) Q: Is it up to the Master Contractor to suggest/select a person for each task order issued?

A: It could be the Master Contractor, or it could be SHA. As a reminder, all task orders will be issued in a round-robin fashion.

23) Q: As part of the Proposed Solution under the Technical Proposal (Section 3.3, 2A), do you prefer generic or specific answers?

A: A detailed narrative must be provided in the technical proposal. The Contractor must specify how the scope of work will be met.

24) Q: Is there a start date in mind?

A: It depends on the number of responses received. The more responses that are received, the more resources there will be to evaluate.

25) Q: Are in-person interviews mandatory, or are telephone interviews accepted?

A: Typically, in-person interviews are required.

26) Q: Is there a budget amount in mind to cover CATS II until it ends?

A: We have enough money for the project. We cannot go into further detail.

27) Q: Will CATS II be extended?

A: No. Any unfinished services will be rebid under CATS Plus.

28) Q: Will consultants need to be on-site all the time?

A: Most work can be performed off-site.





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29) Q: Provide a sense of the types of projects that will be worked on outside of those listed in the scope provided in the proposal.

A: GIS data support, outreach, workflow analysis, web development, framework support, etc. There is a broad spectrum of services that will need to be provided.

30) Q: What SharePoint version is being used?

A: We are currently using version 7, but version 10 is currently being tested.

31) Q: Under 1.3, it is noted that MDOT's email system has an 8MB limit. It requests that the TO Proposal be submitted as two attachments in MS Word format. It also requests the required forms in .PDF format. Is MDOT requesting one email with the Technical and Financial proposals as separate Word documents and then the required .PDF forms as additional attachment(s)? Is it possible to submit several emails separating the submission? If one email is the preferred method, will MDOT accept .PDF format for the Technical and Financial responses, instead of .doc to support better compression and smaller file size? Please clarify how MDOT wishes to receive this TO Proposal.

A: The TO Proposal is to be submitted via e-mail as two attachments in MS Word format. The technical proposal and financial proposal must be separate attachments. All documents must be submitted with required signatures as PDF files.

32.) Q: If the staff submitted by the Contractor has already completed the four SHA mandatory courses, will they be required to complete them again prior to the start date?

A: No, but copies of the certificate of completion must be included with your proposal for each resource who has had the training.

33.) Q: Under 3.3, section B, number 2 the statement reads "Contractor must provide verification that the proposed resources meet the minimum required qualifications as specified in the TORFP." Other than the signed attachment 5, is there any additional verification needed?

A: No.

34.) Q: Attachment 1- Price Proposal has spaces for fifteen (15) resources. Is the consultant limited to only fifteen resources to provide all services for this proposal, or can additional staff be proposed beyond the 15 illustrated on the Price Proposal form? In addition, are the fifteen proposed individual resources with labor rates limited to the prime consultant only, or can we include staff from sub-consultants?







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A: Please provide a team of 8 resources only. Attachment 1 has been updated to reflect 8 resources rather than 15.

35.) Q: Is it possible to have a sub-consultant firm on the team without including any resources from this sub-consultant as Proposed Personnel Resources on Attachment 1?

A: Please provide a team of 8 resources that collectively meet the minimum qualifications.

36.) Q: In section 2.15 "TO Contractor Minimum Qualifications", the statement is made that "The following minimum qualifications are mandatory". Is it required that a team have at least one individual **proposed** on Attachment 1 with a minimum of 2 years of experience with Salesforce, even though this is not included in the functional (2.6) and non-functional (2.7) requirements?

A: Please see Section 2.15 which has been updated.

37.) Q: Under 3.3, section A, number 2, the statement reads "This section shall include a comprehensive schedule of tasks and estimated time frames for completing all requirements and deliverables, including any tasks to be performed by the State or third party personnel". The requirements (section 2.6) and the deliverables (section 2.12) defined in the TORFP are generalized and open-ended. Is the intent for a schedule to accompany this section? If so, how should we account for the varying scope and quantity of each of the requirements and deliverables?

A: Section 3.3, A2 has been **modified** and should read as follows:

*2) Proposed Solution: A detailed narrative of the Master Contractor's proposed methodology and solution for completing the requirements and deliverables in Section 2- Scope of Work.*

38.) Q: Attachment 1 – Price Proposal' requires respondents to populate the following fields; Labor Category, Fully Loaded Hourly Rate, Total Proposed Price (for each labor category, for each performance period, and a total). Is it true that respondents should assume each labor category's financial evaluation will be based on the 1960 hours that is pre-populated in this attachment? (i.e. respondents should not alter the Total Annual Hours field from 1960?)

A: Yes – although tasks will probably be less than 1960 hours, it will allow cost comparison

39) Q: Page 17 of the TO Proposal states how the proposal is to be arranged, but does not indicate what section(s) Attachment 4, 10 and 13 are to be placed in. Where would you like those documents to be placed in our proposal response?

A: Please either incorporate them into your technical proposal or send them as separate attachments labeled correctly. They should never be included with your financial proposal.





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40) Q: Is this work currently being performed by a contractor?

A: Yes.

41.) Is this a new requirement or re-compete of existing?

A: This is a new project under CATS II.

42.) Q: How much of this support will be on MDOT site vs. the contractor site? Many of these tasks can be conducted at the contractor facility saving MDOT time and money not requiring finding space for contractor staff.

A: Less than 25% would be onsite. Majority of tasks would be offsite

43.) Q: MD stated ***“Identify and provide resumes for all proposed personnel by labor category. “ AND” The State will conduct interviews of all qualified personnel proposed in each TO Proposal that meets minimum qualifications.”***

- Since this is a support contract we ask that only key personnel be required to be identified and that only representative resumes be included not all. And during interviews only key staff are interviewed. Some staff may be brought on after award since this is a support contract that may not execute every task for every category to do the nature described by MDOT for issuing task orders.

A: All 8 proposed resources that meet minimum qualifications collectively will be interviewed.

44.) MD stated ***“Proposed Solution: A detailed narrative of the Master Contractor’s proposed methodology and solution for completing the requirements and deliverables in Section 2 - Scope of Work. This section shall include a comprehensive schedule of tasks and estimated times frames for completing all requirements and deliverables, including any tasks to be performed by State or third party personnel.***

- Since this is a support contract non-incumbent contractors would not be able to know all requirements and deliverables for tasks outlined in the SOW. In addition, no milestone or timeframes were provided and no details on the complexity of each task was included in the TORFP. Therefore a Master Contractor could propose methodologies for completing the SOW but it would be difficult to associate a comprehensive schedule of all tasks without knowing complexity or the MDOT schedule of delivery. Please clarify what MDOT is looking for from a scheduling perspective. We would request that comprehensive



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schedule of tasks not be required in the response as it depends on the complexity of the tasks and when assigned but rather this RFP requirements focus on overall methodology for accomplishing the tasks outline in the Scope of Work.

A: See response to # 37

45.) We respectfully request a 1 week extension as all questions are due on Monday and with only 2 weeks remaining does not provide the Master Contractor enough time to evaluate and incorporate MDOT responses.

A: The bid due date has been extended to Tuesday, September 25, 2012 @ 2:00 PM

46.) What is the level of integration that Bentley has in your environment?

A: Separate systems with limited pilot using ArcGIS Connector to connect GIS and CADD users

47.) As development and analysis/cartography tend to be different skill sets, what is the expected mix between web development and spatial data management/analysis/cartography?

A: Need all skills identified equally

48.) For remote work, will you provide VPN access to servers, or would you have us pass development and finished product through to internal team members to deploy? Additionally, will you want us to VPN into a desktop internally and perform work there or are we allowed to complete work on a remote desktop?

A: VPN can be requested and granted through MDOT

49.) Q: Will additional questions be permitted once the addendum is released for clarification of that addendum only?

A: No

50.) Q: On page 14, Section 2.15, it states "The following minimum qualifications are mandatory." In relation to this statement, please clarify the following questions:

- - a. Is it a mandatory requirement that firms provide an individual resource with a minimum 2 years of Salesforce experience, or is this an optional skill requirement?

A: Please see Section 2.15 which has now been updated.

- - b. Is it a mandatory requirement that firms provide an individual resource with a minimum 3 years of ESRI Image Server experience, or is this an optional skill requirement?





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A: See response to 50, A.

51.) Q: On page 18, Section 3.3, Letter E “Master Contractor and Subcontractor Experience and Capabilities” states under number 2 that the respondent should “Provide up to three examples of projects or contracts the Master Contractor has completed that were similar to Section 2 – Scope of Work.” Is it required to also provide three project examples for each subcontractor on the team?

A: No, just for the Master Contractor.

52. Q: On page 19, Section 4.3, Letter C “The State will conduct interviews of all qualified personnel proposed in each TO Proposal that meets the minimum qualifications.” Will the interviews be one-on-one individual interviews or a team interview of all personnel at once?

A: One- on- one interviews.

53.) Q: On page 19, Section 4.3, Letter D “Qualified TO Proposal financial responses will be reviewed and ranked from lowest to highest price proposed.” Please clarify the following questions as they relate to the consideration of the total evaluated price:

How will financial responses be compared and ranked between respondents when each firm may propose a different number of individual staff?

A: All firms will propose a team of 8 resources

How will financial responses be compared and ranked between respondents when each firm may propose a different number of each resource classification?

A: See Section 4.3 E

54.) Q: **p.14, Section 2.15 TO Contractor Minimum Qualifications**

- Please clarify what is considered mandatory for this section, as the bulleted list at the end reads that “Each team of individuals proposed shall possess as many as possible of the skill sets mentioned below...”

A: The team of 8 resources must meet the minimum qualifications collectively.

55.) Q: **P.17, Section 3.3 Technical Proposal – “This section shall include a comprehensive schedule of tasks and estimated time frames for completing all requirements and deliverables, including....”**

- Please clarify what is expected with respect to a project schedule in light of the fact that this is a work order based contract and no scope of work is explicitly defined in the RFP.



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A: See response to #37

56.) Q: **4.3 Selection Procedures – “The State will conduct interviews of all qualified personnel proposed in each TO proposal that meets minimum qualifications.”**

- Please clarify that SHA intends to interview all qualified personnel. Should this actually read “The State will conduct interviews of all qualified **firms**...”?

A: Each qualified resource will be interviewed separately.

57.) Q: **4.3 Selection Procedures – “Qualified TO Proposal financial responses will be reviewed and ranked from lowest to highest price.”**

- Please clarify that in the statement above “price” refers to the “Total Evaluated Price” indicated on Attachment 1?

A: “Price” refers to the “Total Evaluated Price”.

58.) Q: **Attachment 1 Price Proposal**

- Is each firm required to submit 15 resources at 1960 hours each or is each firm free to propose a variable total number of resources and / or hours per resource?
- If the latter, how is it possible to include a ranking from lowest to highest price as part of the selection criterion when a specific scope of work is not defined in the RFP? For example, lacking a fixed scope of work, Firm 1 may propose 5 resources at 1960 hours each and Firm 2 may propose 15 resources at 1960 hours each. Will Firm 1 receive a higher score for the financial section even though their submitted price is not based on an actual estimation of work to be completed?

A: 8 resources will be proposed at 1960 hours each. There is no way to confirm 1960 hours will be utilized, however it will not go beyond the 1960 hours.





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August 21, 2012 - 10AM

CATS II - TORPP - J02B2400014-GIS

Name	Firm/Company Name	Telephone	E-mail	System Firm a Certified MBE Firm: Yes/No
JEFF TIRSCHMAN	KCI TECHNOLOGIES	410-316-7944	jeff.tirschman@kci.com	NO
Joe DeLuca	EA Engineering	410-771-4980	jodeluca@east.com	NO
Lou Garcia	EA Engineering	443-784-3897	lgarcia@east.com	NO
Jeff Lohde	Tetra Tech	410-746-5768	jeff.lohde@tetratech.com	NO
Ahmad Nigam	SWIREX SYSTEMS & SERVICES	410-960-6461	anigam@swirexsystems.com	YES
MIKE DESIMES	WBCN	410-961-0000	mikes@wbcn.com	NO
JEFF BRIEL	IDEA	717-574-8095	JEFFREY.BRIEL@IDEA.COM	NO
Jeff Riebold	JMT	410-314-2301	jriebold@jmt.com	NO
BRAD ARSHART	SANBORN MAP CO.	443-683-7285	BRADSHART@SANBORN.COM	NO
JOSH CLEMENTE	L.R. KIMBALL	814-574-9555	josh.clemente@lrkimball.com	NO
SAI PINNEPALU	ILC Technologies Inc	410-997-7651	sai@ilctechnologies.com	NO
REJID SHRIDHAR	ILC TECH.	410-997-7651	rejid@ilctechnologies.com	NO
Mohammed Tariq	Peak Technology Solutions	301-260-2183	mtariq@peaktsinc.com	YES
Nawabta Gumbhar	AP Ventures, LLC	301-760-7276	nawabta@apventures.com	YES
Lawrence King	Dynamix	8301-513101	lking@dynamixcorp.com	YES
KARLIL ZEBBI	Keytek	703-236-1363	kzebbi@keytek.net	YES
Bryan Walker	MDOT	410-815-1150	bwalker@mdot.state.md.us	YES
Carl Stein	MDOT	410-865-1123	carl.stein@mdot.state.md.us	YES
ERICA CAWTE	MDOT	410-865-1123	erica.cawte@mdot.state.md.us	YES
JERRY EINOLF	SHA-HSD	410-545-5544	JERRY@SHA-HSD.MD.US	YES
Michael N. Suffer	SHA-HSD	410-545-5537	msuffer@sha-hsd.state.md.us	YES
Jay Abrams	MDOT TSO	410-865-1133	jabrams@mdot.state.md.us	YES



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END OF ADDENDUM #1



*Quality Transportation Services through Information Technology Excellence*

**CORRECTED ATTACHMENT 1 –PRICE PROPOSAL**  
**PRICE PROPOSAL FOR CATS II TORFP # J02B2400014**

**LABOR CATEGORIES**

Labor Categories	A	B	C
	Fully Loaded Hourly Labor Rate	Total Class Hours Annually (Not to exceed 1960)	Total Proposed CATS II TORFP Price
Provide services for all requirements 2.6.1.1-2.6.1.5 and 2.7)	\$		\$
<b>Year 1 (NTP – May 31, 2013)</b>			
<i>Name of Resource #1 – Labor Category</i>	\$	1960	\$
<i>Name of Resource #2 – Labor Category</i>	\$	1960	\$
<i>Name of Resource #3– Labor Category</i>	\$	1960	\$
<i>Name of Resource #4 – Labor Category</i>	\$	1960	\$
<i>Name of Resource #5– Labor Category</i>	\$	1960	\$
<i>Name of Resource #6 – Labor Category</i>	\$	1960	\$
<i>Name of Resource #7– Labor Category</i>	\$	1960	\$
<i>Name of Resource #8– Labor Category</i>	\$	1960	\$
<b>TOTAL period 1</b>			
<b>Year 2 (June 1, 2013 – May 31, 2014)</b>			
<i>Name of Resource #1 – Labor Category</i>	\$	1960	\$
<i>Name of Resource #2 – Labor Category</i>	\$	1960	\$
<i>Name of Resource #3– Labor Category</i>	\$	1960	\$
<i>Name of Resource #4 – Labor Category</i>	\$	1960	\$



<i>Name of Resource #5– Labor Category</i>	\$	1960	\$
<i>Name of Resource #6 – Labor Category</i>	\$	1960	\$
<i>Name of Resource #7– Labor Category</i>	\$	1960	\$
<i>Name of Resource #8– Labor Category</i>	\$	1960	\$
<b>TOTAL period 2</b>			\$
<b>Total Evaluated Price</b>	\$		

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Authorized Individual Name

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Company Name

---

Title

---

Company Tax ID #

The Hourly Labor Rate is the actual rate the State will pay for services and must be recorded in dollars and cents. The Hourly Labor Rate cannot exceed the Master Contract Rate, but may be lower. Rates must include all direct and indirect costs and profit for the Master Contractor to perform under the TOA. (Fully loaded hourly rates)

SUBMIT AS A .PDF FILE WITH THE FINANCIAL RESPONSE

**State Highway Administration Headquarters Driving Directions**  
**707 North Calvert Street**  
**Baltimore MD 21202**

Take I-95 (north or south) toward Baltimore and take **Exit 53 (I-395)**. I-395 splits; you want to take the **right exit for Martin Luther King Boulevard**. Drive down MLK Boulevard about three blocks to Druid Hill Avenue and make a right onto **Druid Hill Avenue**. This street changes into Centre Street. At the bottom of the hill is **Calvert Street**; make a left, and then make the first right onto Monument Street. The visitors' parking lot is on the left (you will need prior approval). If it is before 3:00 p.m., please give the security lot attendant your name and vehicle information and inform him that you were approved to park there. If after 3:00 p.m., just park and enter the glass partition between the two buildings on Hunter Street. Go to the security desk and have them call the extension of the party you have business with.

**Return Directions:**

Make a right out of the parking lot. At the light, make a right onto **Calvert Street**, and then make the first left onto **Madison Street**. Continue on Madison to **MLK Boulevard**, make a left. MLK Boulevard will take you straight into **I-95** (north or south).

## **Directions to District 1 Office (Salisbury)**

From Baltimore Beltway take I-97 to U.S. 50 East. From US 50 East go through Bay Bridge, Easton, Cambridge and then to Salisbury. From U.S. 50 East, just prior to Salisbury Town Limits, turn left onto Booth Street, at stop sign on Booth Street turn right onto West Road, turn in at gates on right side to District 1 Complex. Building A is District Office, Building B is the Salisbury Maintenance Shop and Building C is old District Office Building.

**Directions to the District 2 Office and Chestertown  
Maintenance Shop  
615 Morgnec Road  
Chestertown, Maryland  
1-410-778-3061**

**From Wm. Preston Lane, Jr. Memorial Bridge (Bay Bridge)**

When you cross over the Chesapeake Bay on the Bay Bridge you are on US 50/301

1. Approximately 10 miles after the Bay Bridge US 50/301 split, stay on US 301 (left lanes)
2. Go approximately 6 miles and then take exit ramp for MD 213N toward Chestertown
3. Continue on MD 213N approximately 19 miles  
You will go through Centreville  
You will go over the Chester River Bridge  
You will go past Washington College
4. Turn right onto MD Route 291 (Morgnec Rd). There is a traffic light at this intersection.
5. Go approximately 1 mile and the District Office & Shop will be on the right side of the road

**Northern Route: using I 95N**

1. Continue north on I 95N and take exit ramp #100, MD 272 toward North East
2. Go approximately 2 miles and turn left onto US 40N toward Elkton
3. Go approximately 10 miles and turn right onto MD 213S toward Chestertown
4. Continue on MD 213S for approximately 36 miles  
You will go over the Chesapeake & Delaware Canal  
You will go through Cecilton  
You will go over the Bohemia River and the Sassafras River  
In Galena you must turn right to continue on MD 213S  
You will go through Kennedyville
5. Turn left onto MD 291 (Morgnec Rd). There is a traffic light at this intersection.
6. Go approximately 1 mile and the District Office & Shop will be on the right side of the road

**STATE HIGHWAY ADMINISTRATION  
DISTRICT 3 OFFICE  
9300 KENILWORTH AVENUE  
GREENBELT, MARYLAND**

**DIRECTIONS:**

**FROM BALTIMORE...**

**Take I-95 south to I-495 East. Take Exit 23, marked MD 201 North (Kenilworth Avenue). Stay to the left, and turn left at the light onto Kenilworth Avenue.  
Go to 2<sup>nd</sup> light (across from Crescent Road), and turn left into parking lot.**

**FROM WASHINGTON...**

**Take B/W Parkway (I-295 North) to the Beltway (I-495 West) toward Silver Spring,  
to Exit 23, marked MD 201 North (Kenilworth Avenue)-turn right onto Kenilworth Avenue and immediately get in left lane, and turn left at light into parking lot (across from Crescent Road).**

**FROM VIRGINIA...**

**Take Capital Beltway (I-495) toward Silver Spring, to Exit 23-marked MD 201 North (Kenilworth Avenue). Turn right at light onto Kenilworth Avenue, and immediately get in left lane, and turn left at light into parking lot (across from Crescent Road).**

**FROM NORTHERN MARYLAND...**

**Take Capital Beltway, (I-495) East toward Andrews AFB/Richmond, to Exit 23,  
MD 201 North (Kenilworth Avenue), and stay to left on the ramp. Turn left at light onto Kenilworth Avenue and go to 2<sup>nd</sup> light (across from Crescent Road), and turn left into parking lot.**

## **Directions to District 5 Office**

Take I-95 south to I-695 east (Glen Burnie/Annapolis).

Follow I-695 to east to exit 4 (I-97 south Annapolis/Bay Bridge).

Continue on I-97 south to US 50 east/301 north Bay Bridge, which is a left lane exit.

Follow US 50 east to Exit 23 (450/178 north Parole).

Bear right off the ramp and follow MD 450 west to the 2<sup>nd</sup> traffic light.

Make a left onto Defense Highway.

Follow Defense Highway approximately 3/10<sup>th</sup> of a mile to the shop on the right.

# **Directions to District 6**

## **From the Baltimore area**

Take I-70 West.

In Hancock, take I-68 West.

Follow I-68 west through Cumberland to LaVale.

Take exit #40, which is Vocke Road.

At the end of the exit ramp, go to the right and curve under I-68.

Go about ¼ mile, then turn right into our complex at the salt dome. You'll see a large brown sign, and a brick sign with flags, indicating the District Six Office and LaVale Shop.

The District Office is the building to the right. The Allegany County (LaVale) Shop is the building to the left.

## **From the Washington area**

Take I-270 West.

In Frederick, take I-70 West.

In Hancock, take I-68 West.

Follow I-68 west through Cumberland to LaVale.

Take exit #40, which is Vocke Road.

At the end of the exit ramp, go to the right and curve under I-68.

Go about ¼ mile, then turn right into our complex at the salt dome. You'll see a large brown sign, and a brick sign with flags, indicating the District Six Office and LaVale Shop.

The District Office is the building to the right. The Allegany County (LaVale) Shop is the building to the left.

# **MARYLAND STATE HIGHWAY ADMINISTRATION**

**HANOVER COMPLEX**  
**7491 CONNELLEY DRIVE**  
**HANOVER, MD 21076**  
*(RECEPTIONIST 410-787-5800)*

## ***DIRECTIONS***

### **FROM THE BALTIMORE AREA**

Take I-95 South to BWI exit (I-195 East)  
Take I-195 to exit 1B (MD 170 South)  
Stay on MD 170 to Dorsey Road (MD 176), approximately 4 miles  
Turn left at traffic signal (Dorsey Road, MD 176)  
Hanover Complex is on the right at the next traffic signal, approx. ½ mile (near Burger King™)  
Turn right on Connelley Drive  
Turn at the first left into parking lot, Hanover Complex

### **FROM THE BWI AIRPORT AREA**

Take MD 170 South to Dorsey Road (MD 176), approximately 4 miles  
Turn left at traffic signal (Dorsey Road, MD 176)  
Hanover Complex is on the right at the next traffic signal, approx. ½ mile (near Burger King™)  
Turn right on Connelley Drive  
Turn at the first left into parking lot, Hanover Complex

### **FROM THE FRANCIS SCOTT KEY BRIDGE**

Take I-695 West (Baltimore Beltway Inner Loop) across the Francis Scott Key Bridge (\$1.00 toll)  
Continue on I-695 West to I-97 South  
Take the 3<sup>rd</sup> exit to MD 100 West  
Turn right on MD 170 North (Telegraph Road)  
Turn right on MD 176 (Dorsey Road)  
Hanover Complex is on the right at the next traffic signal, approx. ½ mile (near Burger King™)  
Turn right on Connelley Drive  
Turn at the first left into parking lot, Hanover Complex

### **FROM THE WASHINGTON AREA**

Take I-495 to I-95 North



Take exit 43, MD 100 East for approximately 5 miles to exit 11 MD 170 North (Telegraph Road)  
Bear left at bottom of ramp and go North on MD 170 to MD 176 (Dorsey Road)  
Turn right at traffic signal (Dorsey Road, MD 176)  
Hanover Complex is on the right at the next traffic signal, approx. ½ mile (near Burger King™)  
Turn right on Connelley Drive  
Turn at the first left into parking lot, Hanover Complex

**FROM THE ANNAPOLIS AREA**

Take I-97 North to MD 100 West  
Turn right on MD 170 North (Telegraph Road)  
Turn right on MD 176 (Dorsey Road)  
Hanover Complex is on the right at the next traffic signal, approx. ½ mile (near Burger King™)  
Turn right on Connelley Drive  
Turn at the first left into parking lot, Hanover Complex

MARYLAND STATE HIGHWAY ADMINISTRATION  
**OFFICE OF MAINTENANCE**  
7491 CONNELLY DRIVE  
RECEPTIONIST 410-582-5500  
DIRECTIONS

**FROM THE BALTIMORE AREA**

I-95 South to BWI exit (I-195)  
Take exit 1B (MD 170)  
Stay on MD 170 to Dorsey Road (MD 176), approximately 4 miles  
Turn left at traffic signal (Dorsey Road, MD 176)  
Hanover Complex on right hand side, approximately ½ mile (near Burger King)  
Turn right on Connelly Drive  
Turn first left into parking lot, Hanover Complex

**FROM THE BWI AIRPORT**

Stay on Elm Road to the traffic signal (MD 170)  
Turn left at traffic signal  
Stay on MD 170 to Dorsey Road (MD 176), approximately 4 miles  
Turn left at traffic signal (MD 176)  
Hanover Complex on right hand side, approximately ½ mile (near Burger King)  
Turn right on Connelly Drive  
Turn first left into parking lot, Hanover Complex

**FROM THE FRANCIS SCOTT KEY BRIDGE**

I-695 (Baltimore Beltway) across Francis Scott Key Bridge (\$1.00 toll)  
Continue on I-695 and take exit for I-97 South  
Take 1<sup>st</sup> exit, MD 648 (Baltimore Annapolis Blvd.) and turn left at the bottom of ramp  
Turn right on MD 176 (Dorsey Road), Wendy's is on the corner  
Continue on MD 176, building is on left hand side,  
Turn left at traffic signal (Connelly Drive, Prior to Burger King)  
Turn first left into parking lot, Hanover Complex

**FROM THE WASHINGTON AREA**

I-495 to I-95 North

Exit 43, MD Rte 100 East for approximately 5 miles to exit 11, MD 170(Telegraph Road)

Go North on Telegraph Road approximately  $\frac{3}{4}$  mile to MD 176 (Dorsey Road)

Go right on Dorsey Road to first traffic signal and turn right on Connelly Drive

Turn first left into parking lot, Hanover Complex

FROM THE ANNAPOLIS AREA

Take NB I-97 to WB 100

Turn right on MD 170 (Telegraph Road)

Turn right on MD 176 (Dorsey Road)

Turn right at first traffic light signal (Connelly Drive)(near Burger King)

Turn first left into parking lot, Hanover Complex

Directions to the Maryland  
**Statewide Operations Center**  
**7491 Connelley Drive, Hanover, MD 21076**  
(410) 582-5605

- **From north of Baltimore:** Take I-95 south through the Fort McHenry Tunnel to exit 47, I-195 east. Follow I-195 to exit 1B, MD 170 south towards Odenton. Follow MD 170 to MD 176 (Dorsey Road). Make a LEFT onto MD 176. Turn right at the traffic signal for Connelley Drive.....
- **From I-70, I-795 and point Northwest:** Follow I-695 south / east to exit 7, MD 295 south. Follow MD 295 south to a **LEFT EXIT** for I-195 east toward BWI Airport. Follow directions from I-195 to exit 1B, MD 170 south towards Odenton. Follow MD 170 to MD 176 (Dorsey Road). Make a LEFT onto MD 176. Turn right at the traffic signal for Connelley Drive.....
- **From south of Baltimore:** Follow I-95 north or MD 295 north to I-195 east toward BWI Airport. Follow directions I-195 to exit 1B, MD 170 south towards Odenton. Follow MD 170 to MD 176 (Dorsey Road). Make a LEFT onto MD 176. Turn right at the traffic signal for Connelley Drive.....
- **From US 50, I-97 and points southeast:** Follow I-97 north to MD 100 west toward I-95. Follow MD 100 to first (1<sup>st</sup>) exit, MD 170 north. At first (1<sup>st</sup>) light, go right on MD 176, Dorsey Road. Follow MD 176 to a right at the first (1<sup>st</sup>) signal, Connelley Drive.....

After turning onto Connelley Drive, make the first left into the SHA Hanover Complex. The SOC is the center door of the facility.