



AMENDMENT #1

TORFP 060B3490021 – MARYLAND-TIME CLOCK MANAGEMENT SYSTEM

Release Date: 9/15/2017

Today's Date: 9/19/2017

Ladies/Gentlemen:

This Amendment #1 is being issued to amend and clarify certain information contained in the above referenced TORFP. All information contained herein is binding on all Master Contractors responding to this TORFP.

*For the following changes/additions, any new language has been underlined and marked in bold (i.e. **new**) and any deleted language has been marked with a strikethrough (i.e., ~~deleted~~).*

Shown below are changes to the Key Information Summary Sheet on Page ii of 118

TO Pre-proposal Conference:	September 28, 2017 at 10:30AM <u>September 29, 2017 at 10:30AM</u> Department of Information Technology 100 Community Place (1 st Floor Conference Room) Crownsville, Maryland 21032 See Attachment A for directions and instructions.
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Shown below are changes made to Attachment D on page 56

Attachment D. — Minority Business Enterprise (MBE) Forms

Attachment D. RESERVED

Shown below are changes made to Attachment D on page 57

Attachment E. — Veteran-Owned Small Business Enterprise (VSBE) Forms

Attachment E. RESERVED

Shown below are changes to section 3.4

3.4 Liquidated Damages

~~There is no MBE goal for this TORFP~~

This solicitation does not require liquidated damages.

Shown below are changes to section 4.7

4.7 MBE PARTICIPATION GOAL

There is no MBE subcontractor participation goal for this procurement.

~~4.7.1 A Master Contractor that responds to this TORFP shall complete, sign, and submit all required MBE documentation at the time of TO Proposal submission (See **Attachment D** Minority Business Enterprise Forms). **Failure of the Master Contractor to complete, sign, and submit all required MBE documentation at the time of TO Proposal submission will result in the State's rejection of the Master Contractor's TO Proposal.**~~

~~4.7.2 In 2014, Maryland adopted new regulations as part of its Minority Business Enterprise (MBE) program concerning MBE primes. Those new regulations, which became effective June 9, 2014 and are being applied to this task order, provide that when a certified MBE firm participates as a prime contractor on a contract, an agency~~



~~may count the distinct, clearly defined portion of the work of the contract that the certified MBE firm performs with its own forces toward fulfilling up to fifty percent (50%) of the MBE participation goal (overall) and up to one hundred percent (100%) of not more than one of the MBE participation subgoals, if any, established for the contract. Please see the attached MBE forms and instructions.~~

Shown below are changes to section 4.8

4.8 VSBE GOAL

There is no VSBE participation goal for this procurement.

~~This TORFP has a VSBE goal as stated in the Key Information Summary Sheet above, representing the percentage of total fees paid for services under this Task Order.~~

- ~~4.8.1 By submitting a response to this solicitation, the Offeror agrees that this percentage of the total dollar amount of the TO Agreement will be performed by verified VSBEs.~~
- ~~4.8.2 In 2015, Maryland amended COMAR 21.11.13.05 as part of its Veteran Owned Small Business Enterprise (VSBE) program concerning VSBE primes. This amendment, which became effective March 6, 2015 and is applicable to this task order, allows an agency to count the distinct, clearly defined portion of work that a certified VSBE performs with its own work force toward meeting up to one hundred (100%) of the VSBE goal established for a procurement. Please see the attached VSBE forms and instructions.~~
- ~~4.8.3 Effective January 2, 2017, if a solicitation contains an MBE and a VSBE goal, participation by a subcontractor dually certified as an MBE and a VSBE may be counted toward meeting both the MBE and VSBE contract goals to the extent its participation meets the cumulative MBE and VSBE contract goals, or portions thereof that it is committed to perform. Participation by a dually certified subcontractor may be counted toward the agency's overall MBE and VSBE goals.~~
- ~~4.8.4 Questions or concerns regarding the VSBE subcontractor participation goal of this solicitation must be raised before the due date for submission of TO Proposals.~~
- ~~4.8.5 A Master Contractor that responds to this TORFP shall complete, sign, and submit all required VSBE documentation at the time of TO Proposal submission (See Attachment E). **Failure of the Master Contractor to complete, sign, and submit all required VSBE documentation at the time of TO Proposal submission will result in the State's rejection of the Master Contractor's TO Proposal.**~~



Department Of
INFORMATION
TECHNOLOGY

State of Maryland
Department of Information Technology

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MICHAEL G. LEAHY
Acting Secretary
LANCE SCHINE
Deputy Secretary

Shown below are changes to page 53 of 86

Solicitation Number 060B3490021

Maryland - Time Clock Management System

A TO Pre-proposal conference will be held on ~~September 28, 2017~~ **September 29, 2017 at 10:30AM to 12:30PM at 100 Community Place (1st Floor Conference Room); Crownsville, Maryland 21032.**

Issued by:

LaShella Miller, MSHRM
Procurement Officer II