

Larry Hogan
Governor

Boyd K. Rutherford
Lt. Governor



Ellington E. Churchill, Jr.
Secretary

MARYLAND DEPARTMENT OF GENERAL SERVICES

ADMINISTRATION • FACILITIES OPERATIONS & MAINTENANCE • FACILITIES PLANNING, DESIGN, CONSTRUCTION & ENERGY
PROCUREMENT & LOGISTICS • REAL ESTATE

Amendment #1
CATS+ TORFP # F50B0600039
DELIVERY PROGRAM MANAGEMENT SERVICES
May 15, 2020

Ladies/Gentlemen:

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 Offerors who respond to this TORFP. Specific parts of the TORFP have been amended. The following changes/additions are listed below; new language has been double underlined and marked in bold (i.e., word) and language deleted has been marked with a ~~strikeout~~ (i.e., word).

1. Revise the due date for TO Proposals as follows:

TO Proposals Due (Closing) Date and Time: ~~May 27, 2020~~ June 03 10:00 AM Local Time
Offerors are reminded that a completed Feedback Form is requested if a no-bid decision is made (see **Section 5**).

2. Revise TORFP Section 3.6.2.d as follows:

- d. TO Contractor must complete a criminal background check prior to any individual TO Contractor Personnel being assigned work on the project. TO Contractor must provide a Criminal Background Check Affidavit (~~Appendix 3~~) prior to any work commencing on the Task Order.



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Amendment #2
CATS+ TORFP # F50B0600039
DELIVERY PROGRAM MANAGEMENT SERVICES
May 22, 2020

Ladies/Gentlemen:

Amendment #2 is being issued to amend and clarify certain information contained in the above referenced TORFP. All information contained herein is binding on all Offerors who respond to this TORFP. Specific parts of the TORFP have been amended. The following changes/additions are listed below; new language has been double underlined and marked in bold (i.e., word) and language deleted has been marked with a strikeout (i.e., word).

1. Revise the due date for TO Proposals as follows:

TO Proposals Due (Closing) Date and Time: June ~~03~~ 08, 2020 10:00 AM Local Time
Offerors are reminded that a completed Feedback Form is requested if a no-bid decision is made (see **Section 5**).

2. Section 5.4.2.A.e is removed in its entirety:

3. Revise TORFP Section 5.4.2.A by adding the following section.

g. Response to requirements in Section 3.7.2.1, 3.7.2.2 and 3.7.2.3:

1. Provide the following for each category for which the Offeror is submitting a proposal (limited to one page per category, "8.5" x11", 1" border, Times New Roman 12 point font):
 - a. Category 1 – Program/Project Management – Names of at least 10 individuals (on W2) that holds a PMI-Project Management Professional (PMP) and list the certifications held by each individual as referenced in Section 3.7.2.1.
 - b. Category 2 – Business Analysis – Names of at least 5 individuals (on W2) and list the certifications held by each individual as referenced in Section 3.7.2.2.
 - c. Category 3 – Technical Writing – Names of at least 5 individuals (on W2) as technical writers as referenced in Section 3.7.2.3.
2. Provide proof of the certifications as required above in g.1.a and g.1.b (no page limit).

4. TORFP Section 5.4.2.H.a is revised as follows:

- a. The Master Contractor shall provide three references and three past performances (submit Appendix 4 for past performances, must be submitted with Technical Proposal) for contracts ongoing or completed within the last five years (no more than one may come from a Subcontractor), that were similar to the requested scope of work. Include contact information for each client organization complete with the following:

5. Section 5.4.2.I is revised as follows:

- I. State Assistance **(not applicable to this TORFP)**

~~Provide an estimate of expectation concerning participation by State personnel.~~

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Amendment #3 CATS+ TORFP # F50B0600039 DELIVERY PROGRAM MANAGEMENT SERVICES June 05, 2020

Ladies/Gentlemen:

Amendment #3 is being issued to amend and clarify certain information contained in the above referenced TORFP. All information contained herein is binding on all Offerors who respond to this TORFP. Specific parts of the TORFP have been amended. The following changes/additions are listed below; new language has been double underlined and marked in bold (i.e., word) and language deleted has been marked with a strikeout (i.e., word).

1. Revise the due date for TO Proposals as follows:

TO Proposals Due (Closing) Date and Time: June ~~08~~-10, 2020 10:00 AM Local Time
Offerors are reminded that a completed Feedback Form is requested if a no-bid decision is made (see **Section 5**).

2. Attachment B Price Proposal is updated to reflect a formula correction on Tab B Category 2 rates, which did not properly average all year's labor rates. Use file named CATS+ TORFP #F50B0600039 - DPMO TORFP - Attachment B - Financial Proposal Amendment #3. When Financial Proposals are opened, this error will be checked for accuracy. Any errors from the old form will be considered a minor irregularity and corrected.
3. Page 14 re-uses section number 3.3.3 and 3.3.4. These Sections are renumbered as follows:

~~3.3.3~~ 3.3.7 Travel Reimbursement
Travel will not be reimbursed under this TORFP.

~~3.3.4~~ 3.3.8 Retainage
This solicitation does not require retainage.