

Larry Hogan
Governor

Boyd K. Rutherford
Lt. Governor



Ellington E. Churchill, Jr.
Secretary

MARYLAND DEPARTMENT OF GENERAL SERVICES
OFFICE OF THE SECRETARY

Amendment #1

Consulting and Technical Services+ (CATS+)
Task Order Request for Proposals (TORFP)
#F50B0600045

AGILE TEAM RESOURCES

July 8, 2020

Ladies/Gentlemen:

This Amendment 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 strikethrough (i.e., ~~word~~).

1. The due date for TO Proposals is amended as follows:

| | |
|---------------------------------|--|
| Pre-proposal Conference: | July 15 <u>23</u> , 2020 at 10:30 <u>09:00AM</u> Local Time (This will be virtual) See Attachment A for instructions. |
|---------------------------------|--|

2. Attachment A - Pre-Proposal Conference is amended as follows:

Delete:

~~A TO Pre-proposal conference will be held on July 15, 2020, you will receive an invitation after submission of this form.~~

~~Please return this form by Thursday, July 9, 2020, advising whether or not you plan to attend. The completed form should be returned via e-mail to Dapheny.mcryl@maryland.gov (the TO Procurement Officer) at the contact information~~



Replace:

A TO Pre-proposal conference will be held on **July 23, 2020**, you will receive an invitation after submission of this form.

Please return this form by **Thursday, July 14, 2020**, advising whether or not you plan to attend. The completed form should be returned via e-mail to **Dapheny.mccray1@maryland.gov** (the TO Procurement Officer).

Given this conference will be virtual, please include the name and email addresses for attendees.

Issued by:
Dapheny McCray
Procurement Officer

Larry Hogan
Governor

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MARYLAND DEPARTMENT OF GENERAL SERVICES
OFFICE OF THE SECRETARY

Amendment #2

Consulting and Technical Services+ (CATS+)
Task Order Request for Proposals (TORFP)
#F50B0600045

AGILE TEAM RESOURCES

July 13, 2020

Ladies/Gentlemen:

This Amendment 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 strikethrough (i.e., ~~word~~).

1. Add the following language to TORFP Section 3.1 BACKGROUND/PURPOSE:

Master Contractors are advised that, should a solicitation or other competitive award be initiated as a result of activity or recommendations arising from this Task Order, the Offeror awarded this Task Order may not be eligible to compete if such activity constitutes assisting in the drafting of specifications, requirement, or design thereof.

2. Revise TORFP Section 3.2.4 as follows (numbering has been revised to reflect the revisions):

1. Administrator, Systems
2. Analyst, Computer Software/Integration (Senior)
3. Analyst, Computer Systems (Junior)
4. Analyst, Computer Systems (Senior)
5. Analyst, Financial
6. Analyst, Financial (Senior)
7. Analyst, Systems (Senior)
8. Application Developer, Advanced Technology
9. **Application Developer, Advanced Technology (Senior)**
10. Applications Development Expert
11. Applications Programmer
12. Architect, Application (Senior)
13. **Architect, Information Technology (Senior)**
14. Architect, Internet/Web
15. Architect, Systems (Senior)



16. Architect, Systems Design
17. Computer Programmer (Junior)
18. Computer Programmer (Senior)
19. Computer Specialist
20. Computer Specialist (Senior)
21. Computer Systems Programmer
22. Computer Systems Programmer (Senior)
23. Database Management Specialist (Junior)
24. **Database Management Specialist (Senior)**
25. Database Manager
26. Documentation Specialist
27. Engineer, Information
28. **Engineer, Information (Senior)**
29. Engineer, Information Security
30. Engineer, Network Security
31. Engineer, Software
32. Engineer, Systems
33. Engineer, Systems (Senior)
34. Engineer Systems Design
35. IT Professional (Senior)
36. Planner, Information Technology (Senior)
37. Program Administration Specialist
38. Program Manager
39. Project Control Specialist
40. Project Manager
41. Quality Assurance Consultant (Senior)
42. Quality Assurance Manager
43. Quality Assurance Specialist
44. Security, Computer Systems Specialist
45. Security, Data Specialist
46. Subject Matter Expert
47. **Subject Matter Expert (Senior)**
48. System Security Specialist
49. Systems Security Specialist (Senior)
50. Testing Specialist
51. Training Specialist/Instructor
52. Technical Writer/Editor

3. Attachment B – Price Proposal – CATS+ TORFP #F50B0600045 – Agile Team Resources has been replaced in its entirety, and is attached to and incorporated into CATS+ TORFP#F50B0600045 through Amendment #2.

Issued by:
Dapheny McCray
Procurement Officer

Larry Hogan
Governor

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MARYLAND DEPARTMENT OF GENERAL SERVICES
OFFICE OF THE SECRETARY

Amendment #3

Consulting and Technical Services+ (CATS+)
Task Order Request for Proposals (TORFP)
#F50B0600045

AGILE TEAM RESOURCES

July 23, 2020

Ladies/Gentlemen:

This Amendment 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 strikethrough (i.e., ~~word~~).

1. Remove ~~This solicitation does not require a Living Wage Affidavit of Agreement.~~ from TORFP Attachment F – Maryland Living Wage Affidavit of Agreement for Service Contracts
2. TORFP Section 4.4.1.E State Assistance is removed from the TORFP.

~~E. State Assistance~~

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

3. **Rename TORFP Section 4.4.1.F to TORFP Section 4.4.1.E Confidentiality**
4. **Rename TORFP Section 4.4.1.G to TORFP Section 4.4.1.F Summary of Attachments**

5. Attachment B – Price Proposal – CATS+ TORFP #F50B0600045 – Agile Team Resources, Attachment B Instructions tab, Item D, has been amended as follows:

D. Labor Rate Maximums: The maximum labor rate that may be proposed for any CATS+ Labor Category shall not exceed the maximum for the CATS+ Master Contract year in effect on the TO Proposal due date. ~~Please indicate which of the staff are guaranteed work and indicate the rest are~~



~~appropriate for non-guaranteed work via Task Orders. Offerors need to only provide proposed pricing in the cells that are shaded in blue.~~

6. **TORFP Section G. Summary of Attachments has been amended as follows:**

No attachment forms shall be altered. Signatures shall be clearly visible. The following signed attachments shall be included with the TO Technical Proposal e-mail, with password protection and PDF format (refer to Section 6 TOREP Attachments and Appendices for additional information):

1. Attachment C – Bid/Proposal Affidavit
2. Attachment D – Acknowledgement of Work Order MBE Requirements
3. Attachment F – Living Wage Affidavit of Agreement
4. Attachment H – Conflict of Interest Affidavit and Disclosure
5. Attachment L – Location of Performance of Services Disclosure
6. Appendix 2 – Offeror Information Sheet

Issued by:
Dapheny McCray
Procurement Officer

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OFFICE OF THE SECRETARY

Amendment #4

Consulting and Technical Services+ (CATS+)
Task Order Request for Proposals (TORFP)
#F50B0600045

AGILE TEAM RESOURCES

July 30, 2020

Ladies/Gentlemen:

This Amendment 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. **Correcting Questions and Responses #5:**

Question 83: Should we provide the offerors complete understanding of the below as well which

| |
|---|
| 3.8.7 Data Breach Responsibilities |
| 3.8.5 Data Protection and Controls |
| 3.8.4 Information Technology |
| 3.8 SECURITY REQUIREMENTS |
| 3.7 PERFORMANCE AND PERSONNEL |

Answer: Offerors may simply state they understand those sections, the State is more interested in the Offeror's understanding of the requirements for agile resources and the purpose of the TORFP.



2. Correcting Questions and Responses #1:

Question 1: As it is mandatory to provide the source file of the technical proposal in a word document and since in the RFP it says No attachment forms shall be altered and the TO Technical Proposal and all supporting material should be in Microsoft Word format, version 2007 or greater, when we try to copy-paste or insert the pdf to word converted attachment forms in a word document, we are coming across a lot of alignment issues.

So, would it be okay to fill the forms in a pdf editor and then take images of those filled attachment forms from the PDF and then copy-paste it as images in the source word document?

Answer: ~~Yes.~~ **No**

Issued by:
Dapheny McCray
Procurement Officer

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MARYLAND DEPARTMENT OF GENERAL SERVICES
OFFICE OF THE SECRETARY

Amendment #5

Consulting and Technical Services+ (CATS+)
Task Order Request for Proposals (TORFP)
#F50B0600045

AGILE TEAM RESOURCES

August 4, 2020

Ladies/Gentlemen:

This Amendment 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. The due date for TO Proposals is amended as follows:

| | |
|-------------------------------|--|
| Closing Date and Time: | August 17, 2020 <u>August 31</u> , 2020 at 09:30 am Location Time Offerors are reminded that a completed Feedback Form is requested if a no-bid decision is made (see Section 5). |
|-------------------------------|--|

Issued by:
Dapheny McCray
Procurement Officer



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Amendment #6

Consulting and Technical Services+ (CATS+)
Task Order Request for Proposals (TORFP)
#F50B0600045

AGILE TEAM RESOURCES

August 7, 2020

Ladies/Gentlemen:

This Amendment 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 strikethrough (i.e., ~~word~~).

1. **Delete TORFP page 42 - Attachment H. Conflict of Interest Affidavit and Disclosure:**
See link at <http://procurement.maryland.gov/wp-content/uploads/sites/12/2018/04/AttachmentH-ConflictofInterestAffidavit.pdf>.
2. **Replace Delete TORFP page 42 - Attachment H. Conflict of Interest Affidavit and Disclosure:** See link at <http://procurement.maryland.gov/wp-content/uploads/sites/12/2018/05/AttachmentH-Conflict-of-InterestAffidavit.pdf>

Issued by:
Dapheny McCray
Procurement Officer



Larry Hogan
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Amendment #7

Consulting and Technical Services+ (CATS+)
Task Order Request for Proposals (TORFP)
#F50B0600045

AGILE TEAM RESOURCES
August ##, 2020

Ladies/Gentlemen:

This Amendment 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 strikethrough (i.e., ~~word~~).

1. The due date for TO Proposals is amended as follows:

| | |
|-------------------------------|--|
| Closing Date and Time: | August 31 <u>September 9</u> , 2020 at 09:30 am Location 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 3.2.4 by adding the following labor categories:

- 53. Geographic Information Systems Analyst
- 54. Geographic Information Systems Specialist
- 55. Geographic Information Systems Technician I
- 56. Geographic Information Systems Technician II
- 57. GeoSpatial Web Developer (Mid-level)
- 58. GeoSpatial Web Developer (Senior)

3. Attachment B – Price Proposal – CATS+ TORFP #F50B0600045 – Agile Team Resources has been replaced in its entirety, and is attached to and incorporated into CATS+ TORFP#F50B0600045 through Amendment #7.

Issued by:
Dapheny McCray
Procurement Officer

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