

**TASK ORDER REQUEST FOR PROPOSALS (TORFP) +
Data Management and Analytic Services
Solicitation No.: F50B0600063
August 10, 2020
QUESTIONS AND RESPONSES #1**

1. What are the labor categories vendors should respond to using Appendix 4A Labor Classification Personnel Resume Summary, which states on page 41 it is required with proposal submittal? We cannot find the Key Personnel requirement, but see on in Section 3.8.F the following:
 - A. Key Personnel – A subset of TO Contractor Personnel whose departure during the performance period will have, in the State’s opinion, a substantial negative impact on Task Order performance. Key Personnel proposed as part of the TO Proposal shall start as of TO Agreement issuance unless specified otherwise in this TORFP or the Offeror’s TO Technical Proposal. Key Personnel may be identified after Task Order award.

Response: Offerors should submit the labor categories they deem appropriate to fulfill Section 2.3.

2. Under TORFP ATTACHMENTS AND APPENDICES in the RFP. It is mentioned that we have to submit Appendix 4A - Labor Classification Personnel Resume Form. But in RFP it is also mentioned that Key Personnel may be identified after the Task Order award and Personnel experience will be identified in the Work Order. In this case, could you please let me know which resources personnel resume forms we have to submit with the proposal as a response to this TORFP?

Response: Please refer to Sections 1.1 and 3.8.1 (F), Appendix 4 and 4A.

3. Suppose if we are proposing personnel as a response to this TORFP and since no Financial proposal is requested to be submitted as a response to this TORFP and cannot provide any pricing information in the TO Technical Proposal, how do we provide the rates for the proposed personnel?

Response: Rates will be determined at the Work Order level.

4. Should we prepare a Document from our end or include a statement in the Technical proposal regarding Non-Compete Clause Prohibition?

Response: Each Offeror must include an affirmative statement in the TO Technical Proposal that the Offeror, if awarded a Task Order, agrees that its employees and agents shall not be restricted from working with or for any successor contractor that is awarded the State business. See Section 5.4.1 (8) regarding non-compete clauses.

5. As far as I understand, this TORFP's scope is to propose candidates in order to perform data management and data analytics services under the below four categories. Please confirm if staffing is the only scope of this TORFP or should we provide software solutions also?
- Data Management and Governance
 - Data Analytics
 - Machine Learning and Programming
 - Data Program Management

Response: Staffing is not the only scope of this TORFP. Please refer to Section 2.3.

6. Is it mandatory that we have to propose candidates for all the above categories?

Response: Offerors are not required to respond to all categories. Please refer to Section 2.3.

7. Is there any limit in the number of candidates to be proposed under the above-mentioned categories?

Response: There is no limit to the number of candidates to be proposed under the above-mentioned categories.

8. Section 5.4.1 (7) Disaster Recovery and Security Model description - For hosted services, the Offeror shall include its DR strategy, and for on-premise, a description of a recommended DR strategy. If the scope of this TORFP is just staffing then what should we provide in the technical proposal related to the details mentioned in section 5.4.1?

Response: DR and Security Model is applicable when services are hosted on the Offeror's platform. Offeror needs to include its DR strategy.

9. Section 3.12 TORFP Subject to CATS+ Master Contract - (E) By responding to this TORFP and accepting a Task Order award, an Offeror specifically agrees that for any software, hardware or hosting service that it proposes in response to this TORFP, the State will have the right to purchase from another source, instead of from the selected Offeror. Do we have to provide any solution? Is it mandatory?

Response: It is not mandatory. Offerors need to demonstrate a complete understanding of the TORFP.

10. Page 41 says 'Labor Classification Personnel Resume Form' to be submitted with a proposal. Could you please clarify what needs to be filled out for the resume form?

Response: Please refer to Sections 1.1 and 3.8.1 (F), Appendix 4 and 4A.

11. Page 37 item G Expected State Assistance, could you please explain a little bit about the requirement?

Response: Offerors are expected to outline expectations that they hope to receive from State personnel that may assist on the project.

12. Page ii, Key Information Summary Sheet – With questions being due July 31 and proposals being due one week later, that gives very little time to incorporate responses to questions into our proposals. Would the State consider extending the due date by one week?

Response: An amendment was sent out to extend questions and answers for August 12, 2020, and proposal due date for August 21, 2020 at 4:00 PM Local Time.

13. Page 35, Section 5.4.1 – Where in our Technical Proposal should we provide the resumes?

Response: Provide as an attachment.

14. Page 35, Section 5.4.1.A.6 – Please clarify what the State is seeking with regard to “backup solution/strategy recommendation.”

Response: This is in reference to business continuity.

15. Page 36, Section 5.4.1.D – Since the scope of specific Work Orders is unknown at this time, will we have the opportunity to add subcontractors at a later date, if needed, with the State’s approval?

Response: Yes, but only if the originally proposed subcontractor(s) is/are unable to meet the requirements, not available, and/or no longer in business.

16. Page 36, Section 5.4.1.D – Since the scope of specific Work Orders is unknown at this time, is it acceptable to provide a representative organizational chart that shows the types of resources we expect to position on a project?

Response: Please refer to Section 5.4 for all technical proposal items.

17. Page 51, Attachment I: Non-Disclosure Agreement – Is the NDA required as part of this Master Contracting process, or will the NDA be provided at the Work Order level? If the NDA is required at this time, is it acceptable to complete page I-2 (listing the names of our employees and agents) once specific Work Orders are initiated?

Response: NDA is required for the TORFP. Please complete I-2 as well. Additional information concerning NDA at the Work Order level will be provided when that time comes.

18. Page 72, Appendix 4: Labor Classification Personnel Resume – Since the scope of specific Work Orders is unknown at this time, is it acceptable to provide representative resumes for the types of individuals we would propose on future work? If so, do you have a certain number of resumes you would like proposers to provide?

Response: Please refer to Sections 1.1 and 3.8.1 (F), Appendix 4 and 4A.

19. On the Information Sheet, the SBR designation is listed as “Yes”. On page 33, section 4.17 states there is no SBR requirement. Please clarify.

Response: This is not SBR designation only. SBR are welcome.

20. On page 36, section 4.4.1.F states “Provide up to three examples of engagements or contracts the Master Contractor or Subcontractor”. Please clarify if this is three examples for each category (up to twelve examples) or three examples for all four categories (up to three examples)

Response: Up to three (3) examples for each category is acceptable. The same example may be used under different categories.

21. On page 38, it states “Up to ten Master Contractors will be selected from among all eligible Master Contractors within the appropriate category responding to the CATS+ TORFP.” Please clarify if the State intends to award up to ten Master Contractors per category or award up to ten Master Contractors for all four categories?

Response: Up to ten (10) Master Contractors will be selected per category.

22. Page 40 says that 'For email submissions, submit one copy of each with signature'. Could you please clarify whether each signed form should be inserted in the proposal in Appendices or be submitted as individual files?

Response: Each signed form should be inserted in the proposal in the appendices. Additionally, if the file size is too large, the State will accept individual files.

23. It is our understanding that no key personnel have to be submitted with the TORFP response?

Response: Please refer to Sections 1.1 and 3.8.1 (F), Appendix 4 and 4A.

24. It is our understanding that no Financial proposal needs to be submitted at the time of response submission? Is it correct?

Response: Correct.

25. What is the estimated budget for this contract? If unknown, please provide the previous spending.

Response: This will depend on demands, and/or the number of Work Orders received.

26. Please disclose the incumbents' name and if possible please provide the incumbent proposals?

Response: This is a new initiative. There is no incumbent.

27. How many professionals are currently working under this contract? Also, please specify how and when the transition of the employees will be done from incumbent to a new vendor?

Response: This is a new initiative. There is no incumbent.

28. Describe how vendors under contract will receive a fair share of business without vendor rotation of job orders implemented in the procurement process?

Response: Please refer to Section 3.11.

29. Regarding 5.4 Volume I - TO Technical Proposal, page 35. In addition to the instructions below, responses in the Offeror's TO Technical Proposal shall reference the organization and numbering of Sections in the TORFP (e.g., "**Section 2.2.1 Response . . .**"; "**Section 2.2.2 Response . . .**"). All pages of both TO Proposal volumes shall be consecutively numbered from beginning (Page 1) to end (Page "x").

Q: Does the State require the Contractor to provide a response to all section 2 and 3 requirements/sub requirements or only the specific requirements listed in section 5.4?

Response: Please refer to Section 2.3.

30. Will exceptions or clarifications be accepted with our response? Will exceptions or clarifications be accepted at the Work Order level?

Response: All exceptions will be taken into consideration when evaluating the Offeror's proposal. Exceptions will not be accepted at the Work Order level. The Department reserves the right to accept or reject any exceptions.

31. Section 4.16 says a Hiring Agreement is not required for this procurement, but Section 7 (TORFP Attachments and Appendices) and Attachment N make references that an agreement is needed. Please clarify whether one is required or not.

Response: Hiring agreement is not applicable.

32. Please confirm whether Attachment I or Attachment I-3 should be signed. Would you expect both docs to be signed?

Response: Yes.

33. Please clarify that the source code escrow package described in Section 3.14 should only be established once a Work Order has been awarded to contractor and is only required to hold software code that is delivered as part of an awarded Work Order.

Response: The source code escrow package shall be established within 45 days of TO award and shall remain in place for the duration of the TO contract.

34. Is this TOFRP only for Master contractors who have the Small Business Reserve (SBR) designation?

Response: This is not SBR designation only. SBR are welcome.

35. Can we team with a Larger company which may not have the SBR designation to respond to the TORFP and any task orders that come out in the future under the BPA?

Response: Offerors can team up. However, this is not SBR designation only.

36. Does the MBE company that we choose as a teaming partner have to participate in every work order that we do?

Response: A 10% MBE has been established for this TORFP. It is up to the Offeror to determine how they intend to meet the MBE goal.

37. Can we substitute the MBE teaming partner and/or use a different teaming partner for a work order - if we find that this would be advantageous to the State?

Response: A clear distinction between both parties must exist.

38. It is mentioned in the RFP that “A wealth of data exists across the State under the operation of State Agencies”. Please provide the name of the State Agencies (e.g. Agriculture, Transport, Tax, Education, etc.) of the state of Maryland that will provide the data sets?

Response: This information will be defined in each Work Order.

39. Please share the examples or specific use cases for Descriptive, Predictive and Prescriptive analytics?

Response: These refer to enhancements to core services.

40. What are the data sources for Data Analytics and Machine Learning?

Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and 1Spatial 1Integrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, UiPath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

41. Does the agency already have an existing backup system and disaster recovery in place for On-Premise and cloud infrastructure?

Response: Yes

42. What are the tools and technologies currently used by the DoIT for Data Analytics, Machine Learning, and Data Management & Governance?

Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and 1Spatial 1Integrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, UiPath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

43. Please share the As-Is and To-Be Technology stack for Data Analytics and Data management?

Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and 1Spatial 1Integrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, UiPath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

44. Please provide the details of the current hardware and software. Please also list the tools used for the data management functions, including ETL, databases and data warehouses, data lake platform, visualization, analytics, etc.

Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and 1Spatial 1Integrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, UiPath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

45. Please clarify if the agency has any signed up/preferred cloud vendor. Please specify the cloud platforms currently in use or proposed for use.

Response: DoIT supports Amazon Web Services as their primary cloud platform.

46. Please clarify if we need to submit the Labor Classification Personnel Resume Form along with the proposal

Response: Yes.

47. Appendix 4A LABOR CLASSIFICATION PERSONNEL RESUME SUMMARY Please clarify if we can submit the indicative resumes.

Response: Offerors should submit the labor categories they deem appropriate to fulfill Section 2.3. Please refer to Section 3.8.1 (F), Appendix 4 and 4A.

48. What is the budget for this contract?

Response: Response: This will depend on demands, and/or the number of Work Orders received.

49. Please clarify if we need to provide any staffing plan with this proposal?

Response: Please refer to Section 2.1.3.

50. Can you please confirm that we do not need to submit personnel resumes with our technical proposal?

Response: Please refer to Appendix 4 and 4A.

51. Can the past performance be from both the Prime and the Subcontractors?

Response: Yes

52. Will the state consider an extension to the proposal due date?

Question: The state extended the question period to August 6. Thank you. That leaves only one week for the state to respond to questions, and the vendors to incorporate the state's responses into the new due date of August 14. Can the state please extend the due date to August 24, so vendors have enough time to provide quality proposals and include the states answers to all questions

Response: The State may extend.

53. Are MBE's allowed to be partnered as subcontractors with more than one Prime?

Response: Yes

54. The TORFP does not ask for any resumes. Do you still want us to propose "Labor Categories"? If so, do they want them as proposed solutions or in capabilities or in Mini Qualification documentation? – Just making sure everybody's responses are under the same section.

Response: Please refer to Appendix 4 and 4A.

55. Do you need a staffing management plan to show how we manage our people and how we come up with resources to meet your requirements? There is no mention of this in the TORFP.

Response: Please refer to Section 2.1.3.

56. How many key personnel resumes do you want to see? One for each category we propose or a sample set of representative resumes.

Response: Please refer to Sections 1.1 and 3.8.1 (F), Appendix 4 and 4A.

57. In Section 5.4.1.A.1 – It states, “A one-page summary describing the Offeror’s understanding of the TORFP scope of work (**Sections 2-3**) and proposed solution. Do you need both an executive summary and proposed solution in one page? Are you looking for a solution in this TORFP or just our capabilities to provide services described in Section 2.3?

Response: Offerors need to demonstrate a complete understanding of the TORFP.

58. In Section G of 5.4.1 Proposals Format titled “Required State Assistance, Provide an estimate of expectation concerning participation by State personnel”. Can you elaborate and/or provide an example of an acceptable response?

Response: Response: Offerors are expected to outline expectations that they hope to receive from State personnel that may assist on the project.

59. Can an MBE submit as Prime Vendor and also submit as an MBE subcontractor on another team?

Response: Yes.

60. On page 36, section 4.4.1.F states “Provide up to three examples of engagements or contracts the Master Contractor or Subcontractor”. Please clarify if this is three examples for each category (up to twelve examples) or three examples for all four categories (up to three examples)

Response: Up to three (3) examples for each category is acceptable. The same example may be used under different categories.

61. On page 38, it states “Up to ten Master Contractors will be selected from among all eligible Master Contractors within the appropriate category responding to the CATS+ TORFP.” Please clarify if the State intends to award up to ten Master Contractors per category or award up to ten Master Contractors for all four categories?

Response: Up to ten (10) Master Contractors will be selected per category.

62. On Page 36, section C states “Minimum Qualifications Documentation (If applicable) The Offeror shall submit any Minimum Qualifications documentation that may be required, as

set forth in TORFP Section 1.” Page 6, section 1 Minimum Qualifications, includes links to the CATS+TORP labor category requirements. Please clarify State expectations in this section?

Response: Offerors should submit the labor categories they deem appropriate to fulfill Section 2.3.

63. Can a bidder form a team to address all of the 4 categories? In other words, would a prime bidder be able to use sub's past performances to qualify for all the categories?

Response: Yes.

64. The TORFP does not have a price proposal. So, the 10% MBE goal, would that be for all the follow up tasks? Also, in the pre bid, we heard that we can bring in different subs based upon the RFP at the task order level. Please confirm this.

Response: A 10% MBE has been established for this TORFP. It is up to the Offeror to determine how they intend to meet the MBE goal.

Yes, a different subcontractor can be brought in, but only if the originally proposed subcontractor(s) is/are unable to meet the requirements, not available, and/or no longer in business.

65. Will you be publishing all the Q & A asked in the pre bid? I request that you do.

Response: Yes

66. What is the anticipated award date of this master contract?

Response: As soon as the evaluation of proposals has been completed.

67. Page 35 item 5.4.1.A.1 Executive Summary: is the Executive Summary limited to one page or two pages?

Response: It is recommended, but not mandatory. Respond as you see fit.

68. Which section in the Technical Proposal should we put the proposal labor categories?

Response: Please refer to Appendix 4 and 4A.

69. Which section in the Technical Proposal should we put the resumes?

Response: As part of the proposal under Appendix 4A, or as a separate attachment.

70. Could you please send the Resume Summary Form in Word? Right now, it is in PDF.

Response: Word or PDF version is fine.

71. Page 36 item 5.4.1.E Org Chart: can the team resources be consultants or contingent hires?

Response: Please refer to Section 5.4 for all technical proposal items.

72. Oral presentation: could you please clarify if the oral presentation is required? If so, who can attend the oral presentation?

Response: Please refer to Section 4.5. Additionally, the Procurement Officer will notify the Offerors concerning who can attend.

73. Page 72 Appendix 4 Labor Classification Personnel Resume Summary: are the resumes required? The RFP does not mention anything about Key Personnel or resume except Appendix 4. The evaluation criteria do not include resumes. Could you please clarify? If resumes are required, please explain how resumes will affect the evaluation.

Response: Please refer to Sections 1.1 and 3.8.1 (F), Appendix 4 and 4A.

74. Page 72 Appendix 4 instruction 1: The RFP does not have any requirements of Key Personnel. However, the Appendix mentions Key Personnel. Are proposed personnel considered as regular personnel or Key Personnel?

Response: Please refer to Sections 1.1 and 3.8.1 (F), Appendix 4 and 4A.

75. Some proposed personnel may not be available any more at the time of contract award. Could you please clarify that the proposed personnel do not need to be Key Personnel?

Response: Please refer to Section 3.8.1 (F).

76. Page 38 item 6.2.3 says one of the evaluation criteria is a staffing plan. However, the staffing plan is not mentioned in Section 5 proposal instructions. Could you please clarify whether the staffing plan is needed and if so where it should be placed?

Response: Please refer to Section 2.1.3.

77. Could you please provide the link for the 4.12.1 Non-Disclosure Agreement (Offeror) attachment form?

Response: Please refer to page 41 of the TORFP for the link.

78. In section 5.4.1.A.1, it is mentioned that the Executive Summary should be a one-page summary describing the Offeror's understanding of the TORFP scope of work (**Sections 2-3**) and proposed solution, and the categories that the Offeror is responding to. Is it mandatory that the executive summary should be on one page? How is it possible to maintain the offeror's understanding of both sections 2 and 3 to one page?

Response: It is recommended, not mandatory. Respond as you see fit.

79. In section 5.4.1.F (1) Provide up to three examples of engagements or contracts the Master Contractor or Subcontractor, if applicable, has completed that were similar to the requested scope of work. Include contact information for each client organization complete with the following. Is there any limitation that we can provide only up to only one example of the Subcontractor?

Response: Up to three (3) examples for each category is acceptable.

80. In section 5.4.1.F (2) State of Maryland Experience: If applicable, the Master Contractor shall submit a list of all contracts it currently holds or has held within the past five years with any entity of the State of Maryland.

Response: Not a question

81. Can we submit even Subcontractor's State of Maryland Experience as well if any?

Response: No.

82. In section 5.4.1.F (2) **NOTE:** State of Maryland experience can be included as part of **G.1** above as engagement or contract experience. State of Maryland experience is neither required nor given more weight in proposal evaluations. Are you referring to F.1 instead of G.1?

Response: Yes.

83. In section 5.4.1.G Expected State Assistance What do you mean by Expected State Assistance?

Response: Response: Offerors are expected to outline expectations that they hope to receive from State personnel that may assist on the project.

84. Staffing plan should be based on each category?

Response: A staffing plan should be provided for each category the Offeror responds to.

85. In Section E of 4.4 Proposals Format titled “Required State Assistance, Provide an estimate of expectation concerning participation by State personnel”. Can you elaborate and/or provide an example of an acceptable response?

Response: Response: Offerors are expected to outline expectations that they hope to receive from State personnel that may assist on the project.

86. Data strategy and reporting currently being applied

Response: Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and 1Spatial 1Integrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, UiPath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

87. What hardware will be provided by DoIT?

Response: Please refer to Section 2.2.2 (A).

88. Can a TO awardee later bid a sub on a Work Order that we did not bid on our team at the master contract (TO) level?

Response: Response: Yes, but only if the originally proposed subcontractor(s) is/are unable to meet the requirements, not available, and/or no longer in business.

89. Is this a services contract? If so, can you please provide further clarification on what the state is looking for, as a response, for 5.4.1.A.6,7: Offeror shall provide a Backup Solution/Strategy, and Disaster Recovery and Security Model description--how does the state want the vendors to submit pricing on hosted services, as part of the requirement to include a DR strategy?

Response: Response: DR and Security Model is applicable when services are hosted on the Offeror’s platform. Offeror needs to include its DR strategy.

90. In Section E of 4.4 Proposals Format titled “Required State Assistance, Provide an estimate of expectation concerning participation by State personnel”. Can you elaborate and/or provide an example of an acceptable response?

Response: Response: Offerors are expected to outline expectations that they hope to receive from State personnel that may assist on the project.

91. Can you participate as a sub if you are a CATS+ holder in other areas, but are not currently approved for this business category

Response: Yes.

92. As mentioned on page #2 of solicitation document that “SBR Designation: Yes” whereas on page #33- 4.17 Small Business Reserve (SBR) Set-Aside, it is mentioned that “This solicitation does not include a Small Business Reserve requirement.” could you please clarify?

Response: This is not SBR designation only. SBR are welcome.

93. Can you please explain if you have any page limit for Proposal Section A, B, C, D, E, and F under Section 5.4.1?

Response: No.

94. Will you release questions asked today and how soon do you plan on releasing the Q&A?

Response: Q & A will be released to everyone.

95. Will the state consider clarifications to the terms and conditions?

Response: Yes, but be advised that the Master Contractor has already signed State of Maryland Terms and Conditions. The State reserves the right to reject any exceptions.

96. Do you have any specific format for the resume and the page limitation or it can be in our own format.

Response: No, respond as you see fit.

97. In Page 41 5 Business Days after recommended award -Evidence of meeting insurance requirements (see Section 3.4); 1 copy do you require us to submit the insurance requirement along with the proposal or after the award.

Response: 5 Business Days after recommended award. Refer to the Appendices.

98. Does the State anticipate releasing any Data Management and Analytic Services Work Orders related to health care data to the winning TORFP Contractors?

Response: Uncertain.

99. Will the Department of Human Services use the Data Management and Analytic Services TORFP Contractors for related project work?

Response: Uncertain.

**TASK ORDER REQUEST FOR PROPOSALS (TORFP) +
Data Management and Analytic Services
Solicitation No.: F50B0600063
August 18, 2020
QUESTIONS AND RESPONSES #2**

1. Page 35: 5.4.1 Item 4. Tools the Master Contractor owns and proposes for use to meet any requirements in Sections 2-3. Can tools owned by subcontractors be considered?

Response: Tools owned and proposed by the Master Contractor to meet the requirements.

2. Page 35: 5.4.1 Item 5. Offeror shall identify the location(s) of work and any current facilities. What is the expectation of the state during the pandemic and thereafter? Is this acceptable for personnel to work remotely, in their homes? Will the personnel be required to different agencies with-in the state? Will work space be provided?

Response: Respond as you see fit.

3. 5.4.1 Item 7. Disaster Recovery and Security Model description. Does DR and Security Model have to be Master Contractor's or can part of it be subcontractor's if they offer hosted services? Is on-prem DR/Security Model required if offeror will not be storing any agency data on their premises?

Response: Please refer to Section 3.4.

4. Page 26: 3.11 Work Orders. How much time after Work Order execution does contractor have to present proposed personnel for state approval?

Response: Personnel experience will be identified in the Work Order. Please refer to Section 3.11 and specifically Section 3.11 (C) 6 for details.

5. Can a bidder form a team to address all of the 4 categories? In other words, would a prime bidder be able to use sub's past performances to qualify for all the categories?

Response: Yes.

6. The TORFP does not have a price proposal. So, the 10% MBE goal, would that be for all the follow up tasks? Also, in the pre bid, we heard that we can bring in different subs based upon the RFP at the task order level. Please confirm this. (Also Question #64 from Q and A1)

Response: A 10% MBE has been established for this TORFP. It is up to the Offeror to determine how they intend to meet the MBE goal.

Yes, a different subcontractor can be brought in, but only if the originally proposed subcontractor(s) is/are unable to meet the requirements, not available, and/or no longer in business.

7. Will you be publishing all the Q & A asked in the pre bid? I request that you do. (We received the Q &A #1 and it did not have all the Questions and Answers, and hope to see the ones asked in the pre bid). (Also Question #65 from Q and A1)

Response: Yes.

8. What is the anticipated award date of this master contract? (Also Question #66 from Q and A1)

Response: As soon as the evaluation of proposals has been completed.

9. Can a single resource be submitted for multiple Labor Categories?

Response: Yes.

10. Does DoIT have any Government or commercial Cloud Subscription? If yes, what? Does DoIT administer it?

Response: DoIT administers Amazon Web Services as their primary cloud platform.

11. How many State agencies will this project cover?

Response: This information will be defined in each Work Order.

12. Can a list of current database technologies among the State Agencies be provided?

Response: This information will be defined in each Work Order.

13. If a vendor does not make the top 10 for one of the categories will they still be considered for the other 3 categories?

Response: Yes.

14. Is the State looking for a technical volume for each category that a vendor intends to submit or can the vendor have separate sections in their volume dedicated to each of the four categories?

Response: The offeror can have separate sections for each category.

15. Could the State please elaborate (provide an updated outline) on how the State wants to see the Technical Volume laid out since it wants the following for each category:

- a. Capability Statement
- b. Three past performances

- c. Proposed labor categories with representative resumes in Appendix 4A
- d. Staffing Plan
- e. Organization Chart
- f. References

Response: The request/requirements are self-explanatory.

16. Can the State please clarify the following: your answer to question 55 regarding the vendor including a Staffing Management Plan refers the vendors to Section 2.1.3 which states, “DoIT intends to award a Task Order to up to ten (10) Master Contractors proposing a team of resources and a Staffing Plan that can best satisfy the Task Order requirements.” We interpret this to mean that one Staffing Plan is due with the TORFP response. However, in the State’s answer to question 84, it seems that the State expects a staffing plan for each category. Which response is correct?

Response: Offerors should determine whether to submit a single or multiple staffing plans.

17. Can the State please clarify where they would like the vendor to list the proposed labor categories for each Category – in the Technical volume response to A. Proposed Services, 2. Capability Statement, or in A. Proposed Services, C. Minimum Qualifications Documentation, in accordance with the answer the State provided to question 62: 62. On Page 36, section C states “Minimum Qualifications Documentation (If applicable) The Offeror shall submit any Minimum Qualifications documentation that may be required, as set forth in TORFP Section 1.” Page 6, section 1 Minimum Qualifications, includes links to the CATS+TORP labor category requirements. Please clarify State expectations in this section?

Response: The expectation is self-explanatory. Offerors need to select the labor category that they see feasible to meet the requirement of the TORFP.

18. Per the State’s response to Question #32 of the issued “Questions and Answers #1”, Attachment I-3 is to be signed and returned by the Contractor with their proposal submission. There are currently two (2) I-3 attachments. The first is a Contractor’s affirmation that it has safely returned or deleted all information subject all confidential information in accordance with the Non-Disclosure Agreement. We have not yet received any confidential information to delete, nor has the NDA been fully executed, so how can we sign the first Attachment I-3?

The second I-3 is and alternate NDA for SAAS.

Please confirm if Attachment I-3, “CERTIFICATION TO ACCOMPANY RETURN OR DELETION OF CONFIDENTIAL INFORMATION,” and Attachment I-3, “I-3 ALTERNATE NON-DISCLOSURE AGREEMENT (FOR SAAS)” are both applicable and need to be executed by the Contractor and returned with our proposal.

Response: NDA is required after recommended for award.

19. What tool does the State use to extract compressed files so we can ensure compatibility?

Response: Offers shall ensure that their Technical proposals are in the right format as instructed, and downloadable by the State.

20. Since it appears from the Q&A the State is requiring a detailed response for each category will the State consider granting an extension?

Response: No. The State has already extended the TORFP more than once.

21. Please confirm if the State wants Contractors to submit Resume Summary Forms and Resumes of identified personnel, or just Resume Summary Forms.

Response: Both.

22. Appendix 3, Criminal Background Check Affidavit is included in the TORP, but not included in Table 1: TORFP Attachments and Appendices. Please confirm if Contractors are required to submit Appendix 3 with the proposal response, upon notification of award, or in response to an awarded Work Order.

Response: Upon notification of award.

23. Should all attachments be included within the Technical proposal?

Response: Yes.

24. In regard to the MBE Forms D1-A, should all MBEs be filling this out, including subcontractors, or only if the Prime is an MBE?

Response: A 10% MBE has been established for this TORFP. It is up to the Offeror to determine how they intend to meet the MBE goal. Please refer to MBE Form D1-A.

25. Can the government please clarify if we can use our subcontractor Maryland state past performance in section 5.4, Letter F.

Response: No.

26. Can the Government please confirm if the Backup and Recovery is only for data or for DoIT systems as well?

Response: Please refer to Section 3.4.

27. Can the Government please confirm if the Backup is needed for existing systems on premise?

Response: The language is self-explanatory. Please refer to Section 3.4.

28. What are the tools and technologies currently used by the DoIT for Data Analytics, Machine Learning, and Data Management & Governance? (Also Question #42 from Q and A1)

Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and 1Spatial 1Integrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, Uipath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

29. Is DoIT selecting Master Contractors based on their/their personnel's experience with the listed platforms, tools and technologies? If not part of the selection criteria, is such experience preferred?

Response: Please refer to Section 6.2.

30. Are the platforms, tools and technologies listed the only ones that would be supported by DoIT and this TORFP? If not, what other platforms, tools and technologies would be considered?

Response: Additional tools may be identified at the Work Order level.

31. This TORFP requires the offeror to meet a **10%** MBE Goal. Suppose if we are partnering with two MBE companies, and even though we stated In PART 3 - MBE PARTICIPATION SCHEDULE of the D-1A -MBE UTILIZATION AND FAIR SOLICITATION AFFIDAVIT & MBE PARTICIPATION SCHEDULE form that the amount of subcontract where the MBE firm is being used for the services is **10% each** for both the MBE Subcontractors, still are we liable to provide a **total of 20%** amount of the contract to the MBE firms or we can just provide 10% in total?

Response: 10% is the minimum. However, Offeror can choose to exceed the 10% MBE goal.

32. Can we submit Resumes as word attachments instead of the 4A LABOR CLASSIFICATION PERSONNEL RESUME SUMMARY for each of the proposed personnel? Or is it mandatory that we have to submit in 4A LABOR CLASSIFICATION PERSONNEL RESUME SUMMARY format itself?

Response: Please submit in the requested format.

33. Section 5.3.3 A TO Proposals must be password protected and submitted via email. Since we are sending a word document and a PDF copy of the Technical Proposal, do we have to password protect both Word and PDF?

Response: TO Proposals must be password protected

34. Section 5.3.3 C TO Proposals submitted via e-mail must not exceed 10 Mb. If a submission exceeds this size, split the submission into two or more parts and include the appropriate part number in the subject (e.g., part 1 of 2) after the subject line information below. Section 5.3.3 D The e-mail submission subject line shall state the TORFP F50B0600063 and “Technical”.

Suppose if we are sending one word and one PDF of the technical proposal, and if the word document has itself met the 10 MB limit, then we have to send more than one or two emails separately with the appropriate subject for each of the Word document and Pdf document. In that case please confirm the below.

Should we include the term word along with the appropriate part number in the subject line?

Response: Yes.

35. Similarly, should we include the term Adobe copy along with the appropriate part number in the subject line?

Response: Yes.

36. Maximum how emails are allowed for sending the Technical if we are facing the 10 MB email size limit restriction including both word and Adobe copy?

Response: See response above.

37. The link you had provided in page 41 in the TORFP is the Attachment I Non-Disclosure Agreement (Contractor) and not of the Offeror. But in section 4.12.1 of the TORF, it is mentioned that A Non-Disclosure Agreement (Offeror) is required for this solicitation and in section 4.12.2 you have mentioned separately about the A Non-Disclosure Agreement (Contractor) form. Please let us know if both are the same.

Response: NDA is required after recommended for award.

38. QUESTIONS AND RESPONSES #1 22. Page 40 says that 'For email submissions, submit one copy of each with signature'. Could you please clarify whether each signed form should be inserted in the proposal in Appendices or be submitted as individual files?

Response: Each signed form should be inserted in the proposal in the appendices.

A. When you say State will accept individual files, did you mean that we need not insert these into the technical proposal word document we are preparing /sending?

Response: Yes

B. Can we send the signed forms in PDF format itself? Or should we submit it in both word and PDF?

Response: Both

C. Do we have to send all the signed forms as one single PDF document or as individual files?

Response: One single PDF document. Forms should be submitted with your technical proposal.

D. Should we send all the signed forms in one email or each of the signed forms in separate emails with the form name mentioned in the subject line?

Response: One email

E. What should we keep as the email subject line if we are sending the attachments as individual files?

Response: See response to D.

F. Do we have to maintain the 10 MB size restriction for the attachments also?

Response: TO Proposals submitted via e-mail must not exceed 10 Mb. If a submission exceeds this size, split the submission into two or more parts and include the appropriate part number in the subject (e.g., part 1 of 2) after the subject line information below. The instructions are self-explanatory.

G. Due to 10 MB size restriction if we have to split and send the technical proposal word document itself as more than one separate email, then what should be the subject line we have to keep for the attachments we will be sending as individual files?

Response: TO Proposals submitted via e-mail must not exceed 10 Mb. If a submission exceeds this size, split the submission into two or more parts and include the appropriate part number in the subject (e.g., part 1 of 2) after the subject line information below. Follow the same format.

H. Maximum how emails are allowed for sending the signed forms and Resumes if we are facing the 10 MB email size limit restriction?

Response: See response above for F and G.

39. Please provide detailed information of systems (identified) as a part of this SOW which requires plan of Backup and Disaster recovery.

Response: Please refer to Section 3.4.

40. DOIT serves which agencies with this Data and relation to the end users?

Response: This information will be defined in each Work Order.

41. Does DOIT expect the resumes of key personnel with the response?

Response: Please refer to Sections 1.1 and 3.8.1 (F), Appendix 4 and 4A.

42. Is there any incumbent for this contract or is this for a new contract? If yes, can you please let us know the name of incumbents?

Response: This is a new initiative. There is no incumbent.

43. Is the current incumbent is eligible to bid on this TORFP?

Response: Refer to response in No. 42.

44. Per the State's response to Question #20, Offerors are to provide "Up to three (3) examples for each category is acceptable. The same example may be used under different categories". However, per TORFP Section 5.4.1.f.1, offerors are to provide "Provide up to three examples of engagements or contracts the Master Contractor or Subcontractor, if applicable, has completed that were similar to the requested scope of work.". As Offerors now need to provide examples for each specific category of work (Data Management and Governance, Data Analytics, Machine Learning and Programming, and Data Program Management) this places additional requirements on Offerors to develop the example references for inclusion in responses to the TORFP. As such, will the State extend the Due Date for responses an additional two weeks to allow Offerors time to develop these example references adequately?

Response: No. The State already extended the TORFP more than once.

45. Per the State's response to Question #34, SBR CATS+ Master Contractors are welcome to submit responses to this TORFP. The State's response to Question and Answers No. 1, Question #20 requires Offerors to submit "Up to three (3) examples for each category". As SBR Master Contractors may not have the resource availability to develop up to twelve examples of work performed for inclusion in responses to this TORFP, will the State consider keeping the TORFP

language on Section 5.4.1.f.1 for up to three examples overall as opposed to up to three examples for each category?

Response: Up to three (3) examples for each category is acceptable. The same example may be used under different categories.

46. A staffing plan should be provided for each category the Offeror responds to". The question is, if we are submitting for all categories, can we submit ONLY one staffing plan? If you want us to submit the staffing plan for each category, what specific details are you looking for in the staffing plan? Could you please, elaborate?

Response: Offerors should determine whether to submit a single or multiple staffing plans.

47. Can we work with non-CATS+ subcontractor for this opportunity?

Response: Yes.

48. The TORFP requires offerors to submit "Attachment H: Conflict of Interest Affidavit and Disclosure," however the link provided in the solicitation directs to "Attachment H: Federal Funds Attachments." Will the state please provide offerors with the correct link to Attachment H?

Response: Updated link is: <https://procurement.maryland.gov/wp-content/uploads/sites/12/2018/05/AttachmentH-Conflict-of-InterestAffidavit.pdf>

49. Question 96 says that the resume can be in any format as we see fit. Could you please clarify if we need to submit both the Resume Summary Form using the Appendix 4A format and the Resume using our own format, or just the Resume? What are the differences between the Resume Summary and the Resume?

Response: Submit resume summary form using the appendix 4A format and refer to the labor category in 2.10. Offerors' own resume are additional/supporting documents.

50. With the Question deadline extended till 8/12, the deadline for submission on 8/21/2020 seems too close and many questions may not be answered in time for vendors to consider and prepare proposals reflecting the answers. Given there were nearly 225+ participants in the pre-proposal conference, we request that the due date be extended until the first week of September 2020. There is also another TORFP from DGS for 'Agile Team resources' for which the due date was moved to August 31, 2020.

Response: No. The State already extended the TORFP more than once.

51. In the offeror's organizational chart, do you want to see the entire team including team members from subcontractors.

Response: Please refer to Section 5.4.1 (E).

52. Section 5.4.1.A -> 4) of the RFP asked for “Tools the Master Contractor owns and proposes for use to meet any requirements in Sections 2-3.” Do you want us to include a list of all tools that we have used on past contracts such as PowerBI, Tableau, Qlik, etc? There are contracts on which we have used our own licenses of these tools and other contracts on which we have used client licenses.

Response: Offerors need to demonstrate a complete understanding of the TORFP.

53. CompuGain is a certified MBE by the National Minority Supplier Development Council (NMSDC certificate attached). Do we still need to partner with another MBE certified by MDoT at this stage or is our status as an MBE acceptable?

Response: In order for an MBE to be counted on the contract, they have to be certified in the State of Maryland by the Maryland Department of Transportation (MDOT).

54. Section 5.4.1.A -> 7 of the RFP asks for “Disaster Recovery and Security Model description - For hosted services, the Offeror shall include its DR strategy, and for on premise, a description of a recommended DR strategy”. Does this section apply only if we are proposing a specific COTS solution or do you want us to describe DR services in general even if the data would be hosted on the State’s infrastructure or on the cloud such as AWS or Azure?

Response: DR and Security Model is applicable when services are hosted on the Offeror’s platform. Offeror needs to include its DR strategy.

55. Since this contract is explicitly intended for task-based assignments, rather than staff augmentation, it appears that the language prohibiting “non-compete” for vendor staff is no longer applicable. Please confirm that this clause is no longer applicable. We make this argument because it is the vendor firm as a whole that is organizing effort as a team of staff members under project management to complete defined work objectives.

Response: This contract is eligible for staff augmentation Work Orders.

56. Since Machine Learning is such a vast area, can the State provide some more specific details about how they plan to use/apply machine learning model and development.

Response: Additional information is not available.

57. Can the State provide some examples of services that they might procure under Category D) Data Program Management.

Response: Please refer to Section 2.3 (D) 1.

58. Section 5.4.1.A.4 states “Tools the Master Contractor owns and proposes for use to meet any requirements in Sections 2-3.” Given that the relevant tools under this TORFP will vary widely depending on future work orders, could the state clarify what information is desired here?

Response: Offerors need to demonstrate a complete understanding of the TORFP.

59. Section 5.4.1.A.6 states “The Offeror shall provide a Backup solution/ strategy recommendation as part of the TO Proposal.” Given that backup solutions / strategies are tied closely to specific technologies and would likely be informed by future Work Orders, could the State clarify what information is required here?

Response: Please refer to Section 3.4.

60. Can you elaborate on what you mean by “Data Development” under Section 2.3.B.1?

Response: Offerors need to demonstrate a complete understanding of the TORFP.

61. Section 5.4.1.E “Overall Offeror Team Organizational Chart” states “Provide an overall team organizational chart with all team resources available to fulfill the Task Order scope of work.” Given that we select a team from a wide pool of our talent that best matches the needs of the scope of a work order, what information do you require under this section?

Response: Section 5.4.1.E is self-explanatory

62. Additionally, Instruction # 1 under Appendix 4 states “For each Key Personnel proposed, complete one Labor Category Personnel Resume Summary. Additional information may be attached to each Labor Category Personnel Resume Summary that may assist a full and complete understanding of the individual being proposed.” Can you clarify if you are asking to map the TORFP representative team listed in Section 5.4.1.E to a Labor Category and provide Labor Category Personnel Resume Summary for each of those individuals? Is there a limit on how many individuals are to be listed?

Response: Offerors should submit the labor categories they deem appropriate to fulfill Section 2.3. Please refer to Section 3.8.1 (F), Appendix 4 and 4A.

63. Technologies currently being used by Agency

Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and ISpatial IIntegrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, UiPath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

64. Current projects run by the agency under this scope

Response: This is a new initiative.

65. Details of any anticipated projects under the Task Award

Response: This information will be defined in each Work Order.

66. Page 50 shows **Attachment H - Conflict of Interest Affidavit** and Disclosure whereas the link opens up a document with the heading **Attachment H – Federal Funds Attachments** but the body of the document is indeed Conflict of Interest. The correct link is <https://procurement.maryland.gov/wp-content/uploads/sites/12/2018/05/AttachmentH-Conflict-of-InterestAffidavit.pdf>. Please confirm.

Response: Yes.

67. Page 66 shows Attachment N – DHS Hiring Agreement whereas the actual document shows Attachment O – DHS Hiring Agreement. Can the Agency please clarify if we retain the Attachment No. in the PDF while submitting?

Response: Please refer to Section 4.16

68. Can a vendor be both a prime and sub to another company on this TORFP?

Response: No.

69. Will a task order specify if work must be completed Onsite, or if work can be provided off-site at vendor site/remote and/or if work can be provided outside of the United States?

Response: Please refer to Section 5.4.1 (A) 5 and Attachment L.

70. Are vendors able to perform some of the work outside of the US?

Response: Please refer to Section 3.6.5 (B) 14 on page 20 of the TORFP.

71. Can you provide confirmation that selected vendors will not be storing, processing, accessing, etc. any data or information on its systems/network in the performance of services?

Response: Please refer to Section 3.6.5.

72. Can you confirm that vendors will not be providing the State with hardware or software in connection with any resulting TO.

Response: Please refer to Section 3.6.5.

73. Can you confirm that vendors not need to be NIST compliant?

Response: Please refer to Section 3.6.5.

74. Can you confirm that vendors will not be providing services for identified critical functions, handles Sensitive Data, or hosts any related implemented system for the State under the Contract?

Response: Please refer to Section 3.6.5.

75. Can vendors utilize one reference for multiple categories if it meets the functional requirements of multiple categories?

Response: Up to three (3) examples for each category is acceptable. The same example may be used under different categories.

76. With no Financial Information requested as referenced in Attachment B, would DOIT like a list of all potential labor categories to be identified via a Financial Proposal with No-To-Exceed Rates provided for those categories in alignment with Vendors existing CATS+ Contract?

Response: Offerors should submit the labor categories they deem appropriate to fulfill Section 2.3. Rates will be determined at the Work Order level.

77. In section 2.3 on p.8, the TORFP says that contractors may respond to up to four identified categories. In section 5.4.1.F.1, on page 36, the TORFP says "Provide up to three examples of engagements or contracts the Master Contractor or Subcontractor, if applicable, has completed that were similar to the requested scope of work." Based on these two sections, *for offerors responding to all four categories*, is the State:

- a. **Requiring** that offerors provide no more than **three** past performance examples, which will need to address relevant experience across all categories?
- b. **Permitting** offerors to provide up to **twelve** past performance examples (offerors would have the option of providing up to three past performance examples for each category)?
- c. Not merely permitting, but is also **encouraging** or expecting offerors to provide up to **twelve** past performance examples (three expected for each category)?

Response: Up to three (3) examples for each category is acceptable. The same example may be used under different categories.

78. In section 5.4.1.A.1, on page 35, the TORFP says "Executive Summary: A one-page summary describing the Offeror's understanding of the TORFP scope of work (Sections 2-3) and proposed solution, and the categories that the Offeror is responding to." In the pre-proposal conference, the

State seemed to remove the one-page limit for the Executive Summary. Would the state confirm that there is no page limit for any section of the proposal, including the Executive Summary?

Response: It is recommended, but not mandatory. Respond as you see fit.

79. Would MD consider assigning page limits to the open response sections of the proposal in order to provide an equal base to evaluate the proposal responses? Suggested page limits are:

- a. Section 5.4.1.A – 25 pages
- b. Section F – 3 pages per past example
- c. Resumes – 2 pages per resume

Response: Respond as you see fit.

80. Would MD consider providing 1-2 TO awards for MBEs? This would encourage small business to participate.

Response: A 10% MBE has been established for this TORFP. It is up to the Offeror to determine how they intend to meet the MBE goal.

81. Would MD consider extending the due date of the proposal till Aug 28 to allow time for respondents to incorporate the answers to all the questions.

Response: No. The State already extended the TORFP more than once.

82. If a company submits a proposal as a prime, can they also be a subcontractor on another proposal?

Response: No.

83. Once Master Contractors are awarded, can the contractor add additional subcontractors? Are there any limits to who can be added?

Response: Yes, but only if the originally proposed subcontractor(s) is/are unable to meet the requirements, not available, and/or no longer in business.

84. Please clarify section 5.4.1.C “Minimum Qualifications”. Does this refer to the resumes? What are the minimum qualifications for each labor category?

Response: Offerors should submit the labor categories they deem appropriate to fulfill Section 2.3.

85. Given the four separate categories on this TO, would MD consider breaking up the awards by category – I.e. having a set of Data Analytics Master Contractor awards, etc.

Response: Up to ten (10) Master Contractors will be selected per category.

86. Would you please clarify how the proposals will be evaluated (section 6.3.C)? If only 1 area is bid, will you evaluate that bid against all the subject areas or just against an individual area that is bid?

Response: Please refer to Section 6.

87. Please clarify how awards will be determined. Will awards be made for each of the 4 categories or will there be 10 awards that are expected to cover all 4 areas.

Response: Up to ten (10) Master Contractors will be selected per category.

88. Are companies that only bid 1 category at a disadvantage over proposals that bid all 4 categories?

Response: Please refer to Section 6.

89. What cloud services and technologies will MD State be adopting? Do you have a preference?

Response: DoIT administers Amazon Web Services as their primary cloud platform.

90. Please clarify the resume requirements. Should all resumes be included in the proposal or just those for the key personnel?

Response: Offerors should submit the labor categories they deem appropriate to fulfill Section 2.3. Please refer to Section 3.8.1 (F), Appendix 4 and 4A.

91. In Section 5.4.1.F.1, please clarify the total number of past performances that should be included. Is it 3 total or 3 per category with a 12 past performance maximum?

Response: Up to three (3) examples for each category is acceptable. The same example may be used under different categories.

92. Can you please clarify the onsite/off site requirements?

Response: Please refer to Section 5.4.1 (A) 5 and Attachment L.

93. Please clarify section 4.7.2. If an MBE is a prime, do they need to have another MBE to fulfill 50% of the 10% MBE goal at this proposal stage?

Response: Whether the Prime is an MBE or not. A 10% MBE subcontracting goal has been designated for this TORFP.

94. In Section 5.4.1.G, please clarify what Expected State Assistance includes.

Response: Offerors are expected to outline expectations that they hope to receive from State personnel that may assist on the project.

95. Appendix 4 Labor Classification Personnel Resume Summary” states “Failure to propose a resource for each job title or labor category identified in the TORFP as a required submission” would not be susceptible for award. Can you please provide these labor categories identified in the TORFP?

Response: Offerors should submit the labor categories they deem appropriate to fulfill Section 2.3. Please refer to Section 1.1.

96. The Key Information Summary sheet indicates that this opportunity is an SBR - yet during the pre-proposal conference it was indicated that it was not. Please confirm whether or not this procurement is an SBR, and if it is not if a formal modification/notification will be issued to the vendor community.

Response: This is not SBR designation only. SBR are welcome.

97. Is this insurance required at time of TORFP award or is this required upon on a Work Order basis? If on a Work Order basis, is the insurance required at submission of the Work Order response, or upon receipt of the NTP?

Response: 5 Business Days after recommended award. Refer to the Appendices.

98. Is it anticipated that the TO Contractor will house and maintain State data on it's hardware/platform? Section 3.6.5 appears to be written in a manner that the contractor will be responsible for holding and maintaining State Systems and Data.

Response: Offerors need to demonstrate a complete understanding of the TORFP.

99. The State is asking for a one page summary describing the Offeror's understanding of the scope of work. Since there are possibly 4 separate categories to this proposal which can be written to, would the State consider expanding the response limit for the summary to 3 pages?

Response: One page is recommended, but not mandatory. Respond as you see fit.

100. Please advise whether the categories are representative of Work Orders that may be issued, or if the State expects that a Work Order matching the scope described will be issued for each of the 4 categories as presented on the solicitation. Does the State expect a technical approach to be provided for each of the 4 categories, or does the State expect that level of detail to be provided by vendors upon competition for Work Orders?

Response: This information will be defined in each Work Order.

101. The State is requesting a capability statement, however, if we are proposing more than one area, can we provide a capability statement per area proposed, since these represent completely different capabilities?

Response: Respond as you see fit.

102. The state is requesting a backup solution/strategy recommendation - what specific data does this apply to? And if writing to all 4 areas, do we propose a strategy as it applies to each separate area? i.e., backup of data may be dependent on specific tools being used, or the type of data being backed up (warehouse vs. transactional)? What data does this apply to? All State data, only data the contractor utilizes and owns? Does each Agency already have a backup strategy in place for it's data, if so how do we impose our proposed backup strategy? And to which of the 4 categories does this apply

Response: This is in reference to business continuity. Respond as you see fit.

103. Since the State has multiple Data Platforms and Application Platforms across many agencies (i.e., AWS, Google, Azure, Mainframe, Unix, Linux, Windows) are you looking for all possible DR solutions across all platforms and data stores across all agencies? If that is the case, to provide a true DR and Security Model we would need to understand the entire inventory of the State's applications (i.e., which are considered mission critical) and related data stores. Under which of the 4 areas should this be written to? All? i.e., if we are only writing for capabilities for Category B - Data Analytics, is this something we would still need to respond to? Would it only be for data stores we develop for Data Analytics? Would DR be on a Task Order by Task Order basis for whatever data and applications are defined within the Task Order? Does this apply to all 4 categories?

Response: Respond as you see fit.

104. Information provided at the pre-proposal conference indicated that (1) the TO Contractor must submit one or more resumes for each of the proposed labor categories required for a particular services category and (2) that all resumes must be submitted in the State format with this TORFP response. So, for example, if the TO contractor is submitting a response for all 4 categories, and believes there are 15 labor categories that could be utilized under each category, they will be responsible for submitting sixty (60) resumes (4x15). Please confirm or clarify this instruction.

Response: Yes.

105. Please further confirm that these are not representative resumes, but must be resumes of people currently available in the organization and they are to be shown on the Overall Offeror Team Organization Chart requested in Section 5.4.1 (E).

Response: Yes.

106. Information provided at the pre-proposal conference indicated that the TO Contractor must submit a Team Organization Chart showing all individuals for whom resumes are submitted under

5.4.1 (C) and that these are not representative individuals/resumes but individuals currently on board and available to perform the work today. Please confirm or clarify this instruction.

Response: Yes.

107. If this is the case, can we bid individuals on Work Orders who are not identified in this original submission - say on a Work Order that comes out 3-5 years from TORFP award?

Response: Yes, but only if the originally proposed individual(s) is/are unable to meet the requirements, not available, and/or no longer employed by the Master Contractor or subcontractor(s).

108. Information provided at the pre-proposal conference indicated that Vendors must submit 3 past performances per services category bid, so if bidding all 4 categories, a total of 12 past performances must be submitted. Please confirm or clarify this instruction.

Response: Up to three (3) examples for each category is acceptable. The same example may be used under different categories.

109. The TORFP states "The categories include the following (identified subcategories are by way of example only)" QUESTION: Will the state be providing a final list of subcategories before proposals are to be submitted?

Response: No.

110. Will the state be providing a list of Key Personnel for the contract, versus, work orders?

Response: No.

111. Will the state be providing a list of Key Personnel for anticipated work orders before proposals are to be submitted?

Response: No.

112. Will bidders whom do include VSBE team members, along with, the required MBE participation be viewed more favorably?

Response: Offeror will be evaluated based on the technical evaluation set forth in the TORFP. Additionally, there's no VSBE goal for this TORFP.

113. Will Work Orders or Sample Work Orders be provided before proposals are to be submitted? If not, how can the bidders determine the Labor Categories to plan for when submitting Work Order proposals?

Response: No. Offerors should submit the labor categories they deem appropriate to fulfill Section 2.3.

114. If the contractor bids on less than the four areas and is awarded the project, will the contractor be able to bid on the functional areas they did not bid on during for the initial contract?

Response: No.

115. Is there an expectation to provide staffing, past performance & management approach for each functional area of the contract that a bidder proposes?

Response: Yes.

116. Please clarify regarding responding to specific categories vs. a complete response for all 4: Can a bidder be awarded 1-2 categories but not others?

Response: Yes.

117. Are bidders preferred that can respond to all 4?

Response: Respond as you see fit.

118. TORFP States: "Provide up to three examples of engagements or contracts the Master Contractor or Subcontractor, if applicable, has completed that were similar to the requested scope of work." QUESTION: Is 3 the maximum number of Past Performances allowed, or is it 3 per Category (A,B, C, D)?

Response: Up to three (3) examples for each category is acceptable. The same example may be used under different categories.

119. Please provide a list of systems and software owned by the state for the purposes of data management and analytics. In Pre Proposal conference, several systems mentioned, including Socrata and QlikView. Are you happy with those tools and prefer to continue their use? Other tools owned by other contractors currently in use that you prefer to continue using?

Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and 1Spatial 1Integrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, UiPath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

120. Please explain 1.6 Backup Solution / Strategy. Are you looking for how we would backup a large data repository and other software / hardware backups or are you looking for an alternate solution to our proposed solutions?

Response: This is in reference to business continuity.

121. Are you expecting the place of performance to be our locations or your locations?

Response: Please refer to Section 5.4.1 (A) 5 and Attachment L.

122. May we have clarification on number of references require. Is that a total of 3 for all categories or 3 per each of the 4 categories for a total of up to 12?

Response: Up to three (3) examples for each category is acceptable. The same example may be used under different categories.

123. If resumes are required, can we submit a representative pool of personnel instead of submitting on every labor category?

Response: No. Offerors should submit the labor categories they deem appropriate to fulfill Section 2.3.

124. What is the status of your data governance process?

Response: Under development.

125. Which data governance tools do you use today?

Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and 1Spatial 1Integrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, UiPath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

126. Please describe any data quality or master data management tools you currently use.

Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and 1Spatial 1Integrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, UiPath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

127. Which business intelligence / data visualization solution(s) do you use?

Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and 1Spatial 1Integrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, UiPath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

128. Which ETL solution(s) do you use?

Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and 1Spatial 1Integrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, UiPath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

129. Do you have a cloud strategy? If yes, which platform do you use?

Response: DoIT administers Amazon Web Services as their primary cloud platform.

130. Is DoIT currently doing machine learning? If yes, which Machine Learning platform is DOIT currently using?

Response: Exploration phase only.

131. Please provide clarification, or examples, of the types of documentation, training, and outreach that the TO Contractor may be asked to provide for this category.

Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and 1Spatial 1Integrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, UiPath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

132. Do you have any preferred solution / tools vendors? If yes, who are they?

Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and 1Spatial 1Integrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, UiPath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

133. How many Work Orders does DOIT expect to be requested annually?

Response: Uncertain.

134. In TORFP Section 3.11 Work Orders it states that the TO Contractor must provide staff resumes in response to an issued statement of work. However, in TORFP Table 1: TORFP ATTACHMENTS AND APPENDICES it states that the Labor Classification Personnel Resume Form must be completed for key personnel and submitted with the proposal. Can you please clarify, what resumes should be included with the proposal submission and in what format.

Response: Offerors should submit the labor categories they deem appropriate to fulfill Section 2.3. Submit resume summary form using the appendix 4A format and refer to the labor category in 2.10. Offerors' own resume are additional/supporting documents.

135. Reference to 5.4.1 - 6) Backup Solution/Strategy Recommendation

“The Offeror shall provide a Backup solution/ strategy recommendation as part of the TO Proposal.”

Question: This does not appear to be applicable to this RFP, since it would be specific to each SOW. Does this require a response?

Response: This is in reference to business continuity.

136. Reference to 5.4.1 - 7) Disaster Recovery and Security Model Description

“For hosted services, the Offeror shall include its DR strategy, and for on premise, a description of a recommended DR strategy.”

Question: This does not appear to be applicable to this RFP, since it would be specific to each SOW. Does this require a response?

Response: DR and Security Model is applicable when services are hosted on the Offeror’s platform. Offeror needs to include its DR strategy.

137. Section 3.5 on Cyber Risk/Data Breach Insurance requires the successful offeror to maintain insurance against data breaches. Since hosting is not within the scope of the Task Order, please consider removing this requirement.

Response: Respond as you see fit.

138. We would reject section 3.5 disaster recovery language as being an overreach. For example, no firm, not even a large firm, can assume liability for force majeure. Could the terms be negotiated to reflect a more balanced and realistic apportionment of liability and responsibility.

Response: The language is self-explanatory and consistent.

139. Per the bidder's conference call on 7/30/20, several questions regarding the need for Attachment 4 – Resume / Qualifications and its relation to the requested Organizational Chart were posed. Could you clarify or confirm:

Response: Yes. Please provide Attachment 4A

a. Given that there are no work orders yet, the org chart should contain the skills needed to cover any combination of needs in each area. The skills needed must match the labor categories set forth in Section 2.10 of the IDIQ.

Response: The org chart is self-explanatory

b. The names of those in the org chart are potential persons that may be bid on work orders. They may be substituted based on availability at the time a work order is approved.

Response: Yes, but only if the originally proposed individual(s) is/are unable to meet the requirements, not available, and/or no longer employed by the Master Contractor or subcontractor(s).

c. Does each name presented on the org chart require a corresponding Attachment 4 form?

Response: Yes.

d. Are each of the names on the org chart considered key personnel, or should we identify the subset that we consider to be key?

Response: Respond as you see fit.

140. May the state clarify what is the difference between 5.4.1.A.6 and 5.4.1.A.7?

Response: Please refer to Section 3.4.

141. MBEs. Page 45 of the TORFP asks MBEs to identify themselves as ONE category if they qualify for more than one. Other sections of the TORFP ask for them to identify ALL categories if they qualify for more than one. Please clarify how you would like MBEs to categorize themselves.

Response: A 10% MBE has been established for this TORFP. It is up to the Offeror to determine how they intend to meet the MBE goal.

142. MBEs. Per the bidder's conference, you stated it was acceptable to add / substitute additional partners after down-select. Can you confirm this, as the requirements state that all partners must be declared in the response?

Response: Yes, a different subcontractor can be brought in, but only if the originally proposed subcontractor(s) is/are unable to meet the requirements, not available, and/or no longer in business.

143. Minimal Qualifications. Per the bidder's conference, this item 5.4.1.C apply to this TORFP. Can you confirm that the combination of the supporting personnel qualifications for the labor categories provided in the overall organizational chart at 5.4.1.E, the resumes provided in Attachment 4, and the qualification in the functional area per the CATS+ IDIQ are sufficient for this section?

Response: Offerors need to demonstrate a complete understanding of the TORFP.

144. In section 2.1.2, DoIT states "DoIT anticipates issuing a Work Order immediately upon Task Order award." May you provide some information about what categories this WO may fall under and what agency or data it may involve?

Response: No.

145. Regarding the ETL process, what data sources does the DoIT envision ingesting? Are they mostly public APITs or private data sources that require contract negotiation? Can you confirm that the expected frequency varies pending upon the data source?

Response: This information will be defined in each Work Order.

146. During the bidder's conference, you mentioned that health-related data was a potential data source for the scope of a work order. Can you provide some insight into how DoIT anticipates working with the MD health-related agencies with respect to the scope of this TORFP? Are some of these activities already underway?

Response: This is at its early stage. Additional information will be forthcoming at the Work Order level.

147. As per the TORFP Attachments and Appendices checklist, "Labor Classification Personnel Resume Form" must be submitted "With Proposal". The instructions in "Appendix 4 Labor Classification Personnel Resume Summary" suggests that it must be filled for each Key Personnel proposed in the solicitation. So, who are the Key Personnel for this opportunity?

Response: Respond as you see fit.

148. As there are no Key Personnel identified in this requirement, is DoIT anticipating the Offeror to identify the relevant Labor Categories required for this solicitation, and submit one resume for such Labor Category?

Response: Offerors should submit the labor categories they deem appropriate to fulfill Section 2.3.

149. Continuing the above question, if we need to submit resume, can they be Representative Resumes or is DoIT requires Offeror to submit resumes of the Staff, ready to be assigned to this opportunity when awarded?

Response: Please refer to Section 3.8.1 (F), Appendix 4 and 4A.

150. In our understanding, the start date for this will be at least 60 days from the last date of submission, can we exercise the 2.6 Substitution Policies defined in CATS+ Master Contract, if the identified personnel get assigned to a different engagement?

Response: Yes, but only if the originally proposed individual(s) is/are unable to meet the requirements, not available, and/or no longer employed by the Master Contractor or subcontractor(s).

Substitutions will be allowed only when the State TO Manager specifically agrees to the substitution in writing or due to an emergency circumstance. All proposed substitutes of personnel must have qualifications at least equal to that of the person initially proposed and evaluated and accepted in the TO Agreement.

151. As per Section 5 TO Proposal Format, it is a One Part Submission. Will DoIT fall back to the CATS+ Master Contract hourly rates? If yes, what year of CATS+ Master Contract would DoIT be considering for the pricing?

Response: Rates will be determined at the Work Order level.

152. From the pre-proposal conference Q&A, we understand that DoIT has On-Prem infrastructure and Hosting providers supporting DoIT already **and** will be utilizing one of the models for this opportunity. Is our understanding correct? A few questions below: What is your preferred model? Is it On-Prem or Hosting?

Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and 1Spatial 1Integrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, UIpath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

153. We assume that this is a new procurement, however, is it safe to assume that DoIT is not having any team members currently supporting similar work from different contract vehicles? This is especially relevant, as Section 5.4.1.A has a note that states DoIT's stance on retaining personnel working on this contract for continuity purposes and minimizing disruptions.

Response: Yes.

154. Can we request for an extension on the deadline for submission for our response?

Response: No. The State has already extended the TORFP more than once.

155. Can the agency confirm the key stake holders who will be using this services? By referring to state, can the agency confirm if any and all state agency could use this contract?

Response: The key stakeholder is DoIT.

156. As listed in key information sheet on page number 2, can the agency confirm that this is an SBR Procurement?

Response: This is not SBR designation only. SBR are welcome.

157. Is there an incumbent who is currently providing this service for the agency? If so can the agency please name them and provide their term of service till date?

Response: This is a new initiative. There is no incumbent.

158. How does the state currently handles its data? If there a methodology the state follows?

Supported models and practices are outlined in Section 2.3.

159. What are the different type of Database platform the state currently use and how they are integrated?

Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and 1Spatial 1Integrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, UiPath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

160. What is the level of interlink between these various Database platform?

Response: Respond as you see fit.

161. From section 2.2 we understand that the one of the key challenge is to organize data for the state. Can the agency explain what are the typical challenges faced with respect to organizing data?

Response: Respond as you see fit.

162. What type of Data analytics platform the state currently use to analyze its existing data?

Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and 1Spatial 1Integrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, UiPath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

163. What are the various locations at which the services should be provided?

Response: This will be at the Work Order Level. Please refer to Section 5.4.1 (A) 5 and Attachment L.

164. Is there a current Machine learning model that is in place for the state? Can the agency provide information regarding the same?

Response: No.

165. Can the contractor propose resources as 1099 as part of their staffing plan to provide the service requested in this RFP?

Response: The is up to the Offeror.

166. Can the agency confirm that per section 6.2.3 it is our understanding that the contractors are required to show case in the proposal response how they will manage the staffing to provide the service but are not requirement to provide actual resumes for the personnel proposed in the staffing plan while responding to this solicitation and the resumes are only to be provided at the time of Task order?

Response: Section 6.2.3 is self-explanatory.

167. Can the agency confirm that an offeror can modify the staffing plan at the task order level based on the task order and there by changing the type of the resources that they may or may not have proposed as part of the solution response to this solicitation?

Response: Yes, but only if the originally proposed individual(s) is/are unable to meet the requirements, not available, and/or no longer employed by the Master Contractor or subcontractor(s).

Substitutions will be allowed only when the State TO Manager specifically agrees to the substitution in writing or due to an emergency circumstance. All proposed substitutes of personnel must have qualifications at least equal to that of the person initially proposed and evaluated and accepted in the TO Agreement.

168. Can a contractor submit past performance of its subcontractors as well to meet the past performance criteria?

Response: Yes

169. Can the agency provide us an extension in the proposal submission due date?

Response: No. The State has already extended the TORFP more than once.

170. Can a contractor provide a reference check acquired by its sub-contractors for the work that they have performed in the past?

Response: No.

171. If the financial proposal is required only at the work order level can the agency confirm that it will provide the template for the financial proposal at the work order level. Also due to this reason can the agency confirm if the offeror (if required) can modify their originally proposed staffing plan to be more competitive ?

Response: Financial proposal will be discussed at the Work Order level.

172. Can the agency confirm that the offeror need not provide any actual resource resume with the solicitation response?

Response: Resumes will be treated as support/additional information. Otherwise, please revert to Appendix 4A. Labor Classification Personnel Resume Summary.

173. Can the Agency let us know how the Agency has been managing data management all these days and the resource requirements thereof?

Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and ISpatial IIntegrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, UiPath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

174. Page 34 Section 5.3.5: We have seen in the past RFPs the Agency asking for a Word document, searchable PDF and a redacted PDF. This is however missing in this TORFP. Can the Agency please let us know if a redacted version is required?

Response: The section is self-explanatory. Additionally, the TORFP did not call for a redacted version.

175. Will the Agency please let us know the tools it presently uses for the various data management activities?

Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and ISpatial IIntegrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, UiPath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

176. Page 35 Section 5.4.1 A 5 – “The Offeror shall identify the location(s) from which it proposes to provide services” – Can the Agency please clarify if the work is to be carried out at 100 Community Place, Crownsville, MD 21032 (Primary Place of Performance) or at the TO Contractor’s location?

Response: Please refer to Section 5.4.1 (A) 5 and Attachment L.

177. Page 40 Section 7 TORFP Attachments and Appendices Table – The TORFP states that forms D-1B and others will have to be submitted 10 days after recommended award. Is this 10 days from the award of this TORFP or the individual task orders? Similar is the case for Labels I, M and N.

Response: The section is self-explanatory. Please revert back to the table.

178. Can the Master Contractor provide details of its subcontracting experience for past performance?

Response: Yes.

179. Can an offeror submit response for any one of the proposed 4 categories?

Response: Yes.

180. Can a prime contractor who is submitting a response be on another team as a sub-contractor which is also submitting a response to this TORFP?

Response: No.

181. For the State of Maryland Experience, can the Master Contractor submit a list of all contracts it has performed irrespective of the scope of work mentioned in this TORFP?

Response: Section 5.4.1(2), is self-explanatory.

182. What is the anticipated award date for this TORFP?

Response: As soon as the evaluation of technical proposals are completed.

183. What is the budget allocated for this solicitation?

Response: This will depend on demands, and/or the number of Work Orders received.

184. What is the \$\$ amount obligated by the incumbent till date?

Response: This is a new initiative. There is no incumbent.

185. Page 35, Section 5.4.1 Item A-5: Does the Agency expect work to be carried out from the Master Contractor's premises or other locations?

Response: Respond as you see fit.

186. Page 36, Section 5.4.1 Item C: Can the Agency please clarify what it expects in terms of documentation for Minimum Qualifications.

Response: Offerors should submit the labor categories they deem appropriate to fulfill Section 2.3.

187. Page 38, Section 6.3 B: Can the Agency please clarify what would constitute BAFO in this RFP?

Response: Offerors Shall submit a technical proposal only.

188. Page 36, Section 5.4.1 B: We usually keep the Transmittal Letter as the first sheet. Should we move it to this section?

Response: Section 5.4.1 B is self-explanatory.

189. Page 41, the list of attachments table specifies that Labor Classification Personnel Resume Form should be submitted with the Proposal. But resumes are required only at the Work Order level (Section 3.11 F). Can the Agency please clarify if resumes are required to be submitted with the TORFP response?

Response: Please refer to Sections 1.1 and 3.8.1 (F), Appendix 4 and 4A.

190. Can the agency provide some information about the existing data tools?

Response: The DoIT Data Services team currently supports the following platforms as part of their enterprise services: Socrata, Qlik Sense, Esri, PowerBI, Microsoft SQL Server, and 1Spatial 1Integrate.

The team utilizes the following platforms as part of the administrative support of their enterprise services: FME, Python, GeoSystems Monitor, AWS, ServiceNow, Google, Github, and Gitlab.

The team is currently exploring functionality and enterprise service offerings on the following platforms: ThoughtSpot, NarrativeScience, UiPath, MuleSoft, BigQueryML, DeltaLake, and others.

Supported models and practices are outlined in Section 2.3.

191. Under section 5.4.1 E, page number 36, it states that provide an overall team organizational chart with all team resources available to fulfill the Task Order scope of work. Can the Agency please clarify what it expects in this section?"

Response: Section 5.4.1.E is self-explanatory.

192. With the Question responses yet, set forth to be released, we would like to request the agency for an extension of 2 weeks from the current proposal due date. Can the agency consider the same?

Response: No. The State has already extended the TORFP more than once.

193. In Section 7, Table 1 of the RFP, the State identifies which forms need to be included in the proposal response. However, in Section 5.4 of the State's RFP, there is no guidance provided on where to include some of the forms identified in Section 7, such as the Proposal Affidavit, Living wage requirement form, and the conflict of interest statement. Can the State edit section 5.4 of the RFP and provide instructions on where these forms should be provided?

Response: The forms should be submitted with your technical proposal. (The information is self-explanatory. Please follow the TORFP instructions).

194. If an Offeror is not responding to component B and/or C (from Section 2.3 of the State's RFP), does the vendor need to provide a detailed response to Sections 5.4.1.A.6 and 5.4.1.A.7 from the State's RFP regarding disaster recovery and backup solution strategy?

Response: Please refer to Section 5.4 for information to be included in the TORFP Technical Proposal submission.

195. Can the State provide examples of current and/or future projects where it may need data analytics and management support from an awarded Offeror?

Response: This information will be defined in each Work Order.

196. Can the State provide additional details on the types of data analytics and management services that may be requested under "Big System Architecture"?

Response: This information will be defined in each Work Order.

197. Can the State provide additional details on the types of data analytics and management services that may be requested under "Data Program Management"?

Response: This information will be defined in each Work Order.

198. If there is no defined scope of work, contract term, or known state entities involved in the project, it is challenging for Offerors to provide an accurate and meaningful response to “an estimate of expectation concerning participation by State personnel.” Can the State clarify how it would like Offerors to respond to this requirement?

Response: Offerors are expected to outline expectations that they hope to receive from State personnel that may assist on the project.

199. Is there an existing Data Management & Analytic Services contract/program similar to the one in the RFP or is this a brand-new program you are trying to establish?

Response: This is a new initiative.

200. If there is an existing contract/program, can you provide examples of contracts/SOWs (with details such as agencies, scope, cost etc.) that were awarded under the previous contract?

Response: The requesting information is not available.

201. Can you provide details (scope, timeline etc.) about the "work order" that will follow immediately after this RFP award?

Response: A detailed scope, timeline etc. will be available after award.

202. In the offeror's organizational chart, do you want to see the entire team including team members from subcontractors.

Response: Yes.