



CATS + TORFP J00B6400012

WebFocus Support Task Order

Amendment #1

THIS AMENDMENT IS BEING ISSUED TO UPDATE AND CLARIFY CERTAIN INFORMATION CONTAINED IN THE ABOVE-REFERENCED TORFP. ALL INFORMATION CONTAINED HEREIN IS BINDING ON ALL WHO RESPOND TO THIS TORFP.

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

- 1) Update to the Closing Date in the Key Summary Sheet

<b>Solicitation Title:</b>	WEBFOCUS Support Task Order
<b>Solicitation Number (TORFP #):</b>	J00B6400012
<b>Functional Area:</b>	Functional Area – 5 Software Engineering
<b>Issue Date:</b>	11/07/2017
<b>Questions Due Date and Time:</b>	11/22/2017 at 12:00 PM Local Time
<b>Closing Date and Time:</b>	<del>12/15/2017</del> <b>12/20/2017</b> at 2:00 PM Local Time
<b>TO Requesting Agency:</b>	Maryland Department of Transportation (MDOT) Motor Vehicle Administration (MVA)
<b>Send Proposals to:</b>	Joy Abrams jabrams@mdot.state.md.us

- 2) Revision to Attachment 5 to include Attachment 5B which was omitted in the TORFP solicitation dated November 7, 2017. (See attached documents) Attachment 5B must be included with Attachment 5 and does not take the place of Attachment 5. Both shall be submitted with your proposal.
- 3) Updated instructions for Attachment 5. (See attached document).

#### **LABOR CLASSIFICATION PERSONNEL RESUME SUMMARY (INSTRUCTIONS)**

- ~~1) For this TORFP,~~
  - ~~a) Master Contractors shall comply with all personnel requirements defined under the Master Contract RFP 060B2490023.~~
  - ~~b) Master Contractors shall propose the resource that best fits the specified CATS+ Labor Category. A Master Contractor may only propose against labor categories in the Master Contractor's CATS+ Master Contract Financial Proposal.~~
  - ~~e) A Master Contractor's entire TO Technical Proposal will be deemed not susceptible for award if any of the following occurs:
    - ~~i) Failure to follow these instructions.~~
    - ~~ii) Failure to propose a resource for each job title or labor category identified in the TORFP as a required submission.~~
    - ~~iii) Failure of any proposed resource to meet minimum requirements as listed in this TORFP and in the CATS+ Master Contract.~~
    - ~~iv) A resource proposed in response to this TORFP is not available as of TO award.~~~~
  - ~~d) Complete and sign the **Personnel Resume Form** (Attachment 5) for each resource proposed. Alternate resume formats are not allowed.
    - ~~i) The **Personnel Resume Form** provides resumes in a standard format. Additional information may be attached to each Personnel Resume Summary if it aids a full and complete understanding of the individual proposed.~~~~

Date Issued: December 13, 2017  
By: Joy Abrams, Procurement Officer



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Amendment #2 Issued: July 25, 2018

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Subject: Revise Section 1, 1.5 and Revise Attachment 1 Price Sheet (Time and Materials) for CATS+ TORFP #J00B6400012

1. Section 1, 1.5, Paragraph 2 **delete in its entirety** ~~“Interviews, which are a type of oral presentation, will be performed in person for all Offerors meeting minimum qualifications. All candidates shall be interviewed in substantially the same manner.”~~
2. Attachment 1 Price Sheet (Time and Materials) for CATS+ TORFP #J00B6400012, dated November 7, 2017 under Labor Category **delete** line item #6 ~~“Change Management Expert/Lead”~~. The Change Management Expert/Lead labor category was inadvertently added to the TORFP’s Attachment 1 Price Sheet, dated November 7, 2017. The original TO Financial Proposals submit by Offerors who are deemed technically qualified will be opened and evaluated by the procurement officer. If applicable, requests for a Best and Final Offers (BAFO’s) will be issued by the procurement officer and should be submitted by the qualified offeror on the Revised - Attachment 1 Price Sheet (Time and Materials) for CATS+ TORFP #J00B6400012, dated June 25, 2018. Offerors who respond to the BAFO will then re-evaluated using the new financial proposal.

3. **Delete** in its entirety Attachment 1 Price Sheet (Time and Materials) for CATS+ TORFP #J00B6400012, dated November 7, 2017; **replace with revised - Attachment 1 Price Sheet (Time and Materials) for CATS+ TORFP #J00B6400012, dated July 25, 2018.**  
(See attached Revised - Attachment 1 Price Sheet.)

Date Issued: July 25, 2018

By: Peggy Tischler, Procurement Officer