



Maryland Department of Transportation
Office of Procurement
CATS+ TORFP J01B4400002
MDTA – Information Technology Systems Operations, Maintenance, and
Support
Addendum #1

February 24, 2014

**To all bidders of the CATS+ TORFP – J01B4400002
MDTA – Information Technology Systems Operations, Maintenance,
and Support**

1. It appears that there will be 9 FTEs. I have a Hispanic Woman Owned MBE that we have past experience with that I would likely provide at least 3 FTEs (33% of the total). Not sure how this plays into the sub factors for Women-owned and Hispanic-owned percentages, and it would still appear that I would need to team with an unknown African-American-owned MBE company to provide an FTE to meet the 8% subgoal. Is this accurate?

Can you explain how the expected MBE sub-goals can be effectively met?

ANSWER: Under the established MBE overall goal the following sub-goals have been established:

8% sub-goal to be fulfilled with a Woman-owned firm.

7% sub-goal to be fulfilled with an African-American-owned firm.

2% sub-goal to be fulfilled with a Hispanic-American-owned firm.

That makes up 17% of the 30% goal. The rest of the Goal (13%) can be fulfilled by any, or a combination of the firms fulfilling the above goals or another MBE firm. The goal and subgoals are the minimum requirement. Please note that a dually certified firm cannot be used to satisfy two sub-goals.

It is up to the Offeror to determine how it will utilize its MBE resources. However, good faith efforts must be made, and documented, in order to attempt the meet the established overall goal and sub-goals.

2. There is a 30% MBE goal with sub-goals for Woman-owned 8%, African American-owned of 7%, and Hispanic American-owned of 2% for this TORFP. Our question is if this is a procurement for qty 4 staffers how is the state proposing that this obligations/ goals be reached. I am advocate for MBE participation and there should be MBE participation on this TORFP but we do not understand the rationale behind the sub goals with only 4 positions available. Please explain?

ANSWER: Section 2.1 states:

The MDOT Office of Procurement on behalf of the MDTA is issuing this TO in order to obtain nine (9) highly qualified technical resources relating to IT Systems Operation, Maintenance, and Support for MDTA DoIT. As part of the evaluation of the proposal for this TO, Master Contractors will propose exactly four (4) named resources and will describe in a Staffing Plan how resources will be acquired to meet MDTA's needs. MDTA expects four (4) resources to be available as of Notice to Proceed (NTP) and MDTA will initiate a work order to obtain an additional five (5) resources upon award of this TO.





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This CATS+ TORFP is issued to acquire the services of:

- IT Service Desk and Desktop/Field Support (six (6) total planned, four (4) available as of NTP)
- IT Systems Support (two (2) total currently planned)
- IT Web Services Support (one (1) total currently planned)

MDTA will have the option of adding up to five (5) additional resources to this TO for a maximum total of fourteen (14) resources. All additional resources will be requested through a Work Order process (See Section 2.14).

MDTA intends to award this Task Order to one (1) Master Contractor that proposes a team of individual resources and a Staffing Plan that can satisfy the TO requirements. Selection for award shall be based on best value to the state.

Please refer to the ANSWER to QUESTION 1. The successful vendor can utilize its MBE subcontractors during the Work Order process.

3. Is there currently a company or companies providing this service today for MDTA? If so what are the names of the company(s) providing service and when was that award?

ANSWER: DK Consulting & Mindseeker, Inc. August 2011.

4. Is this a new requirement or there is an incumbent for the contract currently performing work? If there is an incumbent, will there be a transition period for transfer of knowledge?

ANSWER: See Answer to Q 3. The need for a transition period will be determined by MDTA at the time NTP is issued

5. Can State give us approximate timeframe when the work is expected to start for planning purpose of the resources?

ANSWER: It is anticipated that this contract will start June 1, 2014; however, if that date is not attainable then it will start as soon as possible after that date.

6. Given this is a Small Business Reserve solicitation, would you consider reducing the offeror's company minimum qualifications years of experience noted in 2.7.1 (A-C) from five (5) years to four (4) years?

ANSWER: No, the Offeror's Company Minimum Qualifications years of experience will not be reduced.

End of Addendum #1

