

## **Amendment No. 1**

### **# J02B3400063 – ANALYSIS & IMPLEMENTATION SERVICES FOR THE MATERIALS MANAGEMENT SYSTEM (MMS)**

- I. Deadline for the Submission of Proposals
- 1) The deadline for submission of proposals has been extended to April 9, 2014 at 2:00 P.M.

- II. Q & A
- 1) Section 2.3 of the RFP states, “High level functional requirements for the MMS were developed in 2007 by using the requirements from the MMS strategic planning effort. Between 2008 and 2009, detailed requirements were obtained for the eight independent but integrated modules within the MMS program. In 2010 only portions of module (1) one were designed, developed, and implemented due to significant decreases in funding.”

Can you please disclose the vendor(s) who

- A. Created the high level requirements in 2007

**ANSWER: MACTEC Engineering and Consulting, Inc.**

- B. Created the detailed requirements in 2008 and 2009

**ANSWER: DYE Management Group, Inc.**

- C. Implemented module (1) in 2010?

**ANSWER: In-house resources**

- 2) Reference: Key Information Data Sheet  
Question: The RFP states:” Closing Date and Time: 3/26/2014 at 2:00 pm Eastern Time”  
The SHA has provided detailed documents for offerors to review and understand to develop their response. In order to ensure that offerors have the time to properly develop a solution that will best serve the SHA’s needs, which includes the required level of detail needed for the proposed system and the proposed personnel, we respectfully request a two-week extension to the closing date.

**ANSWER: The deadline for submission of proposals has been extended to April 9, 2014 at 2:00 P.M. Eastern Time.**

- 3) Reference: Section 2.3 Project Background MMS Program Release Definition Release 1

Question: The RFP states: “Module 1 v2: System Management, Project Information and Source of Supply – Basic project information; integration with financial and construction systems. . .”

How does the current MMS interface with the financial and construction systems? What is the frequency and data format of the interfaces?

**ANSWER: The primary interface with the construction system is the MCMS (Maryland Construction Management System). A custom program imports all of the relevant data from MCMS into an Oracle database that the current MMS accesses. Trans\*port is a secondary source of construction information, which is also an Oracle database. MMS interfaces directly with Trans\*port. There is currently no interface with financial systems.**

- 4) Reference: Attachment 19, Page 31, Line# 012, Business Function Material Testing

Question: Attachment 19 LIMS FRD states: “Ability to login a sample offline and import the information in to MMS when connected to the internet/intranet. This will be very important for remote locations or sample collected at the plants where no internet connectivity is available. The offline data entry tool could be a module of the MMS or a complex spreadsheet whose import will be supported by the MMS.”

Is the state looking for a mobile-based solution or Excel Spreadsheets for capturing offline test data? If the State prefers mobile, what mobile devices and platforms should be supported for the MMS offline data capture? Does SHA have Mobile Device Standards? If so, can the State provide the same for reference?

**ANSWER: We expect the specifics on this to be worked out as part of the gap analysis. While SHA is working on adding Mobile Device Standards to our architecture document, this is still a work in progress and not ready to be shared at this time.**

- 5) Reference: Attachment 5A

Question: Example 1, Title – The instruction states “insert job or certification title. Leave blank for education. Include project name if this example is for a particular project.” Please clarify what is intended by the instruction to “leave blank for education.” Is it the State’s intent that when the experience relates to education, that the educational qualifications should be added here? If no, where should the education requirements be inserted?

**ANSWER: If the requirement you are responding to (copied into column B) is about education, then the title and role cells are not applicable and should be left blank.**

- 6) Reference: Attachment 5A  
Question: Does the form require a signature from the Master Contractor Representative?

**ANSWER: Yes.**

- 7) Reference: Attachment 5A  
Question: The gray column to the left provides an instruction to “add a new line for each requirement.” But is it really the intent to add a new line or the whole set of rows labeled the following:

- Number of months
- Number of years
- Date From
- Date To
- Organization Name
- Title
- Role
- Details

**ANSWER: Correct. The intent is to add the whole set of rows as listed above.**

- 8) Reference: Attachment 5A  
Question: The form instructions state “Add additional columns if needed to meet minimum qualifications.” Please confirm that this is only if needed to meet the years of experience of the minimum requirement.

**ANSWER: The instructions say:** “4. For each requirement, insert columns as necessary to include adequate examples.” The answer is yes, if necessary.

- 9) Reference: Section 3.4.1.C  
Question: This section states: “1) Identify and provide Attachment 5 for proposed personnel. Attachment 5 shall feature prominently proposed personnel skills and experience as they relate to the Master Contractor’s proposed solution and Section 2 – Scope of Work.”

Please confirm that the State is referencing Attachment 5A.

**ANSWER: This is referring to the Attachment 5 in the TORFP (Word document). On the first page of that attachment, instruction 2 describes filling in both the Attachment 5 form and the Attachment 5A spreadsheet for each person proposed.**

- 10) Reference: Attachment 1B, Price Proposal Form  
Question: The instructions at the top of the form state: “The total class hours (Column B) are not to be construed as ‘guaranteed’ hours; the total number of hours is an estimate only for purposes of price proposal evaluation.”

The form does not show a Column B. Should the form be amended to include Column B or the instructions modified? Please clarify.

**ANSWER: Do not add another column. Please disregard the reference to Column B.**

11) Reference: Section 3.4.1.C

Question: Please confirm that the Attachment 5A need only be completed for the proposed personnel required of sections 2.10 and 2.11 (i.e., project management and business analyst resource[s]).

**ANSWER: Both the Attachment 5 from the TORFP and the Attachment 5A spreadsheet should be completed for all proposed personnel in accordance with the instructions at the beginning of Attachment 5. Please Note “For each resource, the Master Contractor shall insert each specific minimum qualification requirement from the CATS+ Master Contract for the proposed labor category.”**

12) Reference: Section 1.4, Oral Presentation/Interviews

Question: The requirement states: “The top five (5) Offerors will be required to submit to in-person oral presentations that will include the proposed resource.” Additionally, it adds: “Significant representations made by an Offeror during the oral presentation or during the in-person interview shall be submitted in writing.” If oral presentations are required, under what circumstance would an interview be conducted in addition to the oral presentation? Please clarify.

**ANSWER: Oral presentations are required for this TORFP. While the oral presentations are expected to include a questions/answer component, everything will take place in one session. There will not be a second separate interview session.**

13) Reference: Section 3.4.1.C, Attachment 5A

Question: The RFP states: “Identify and provide Attachment 5 for proposed personnel. Attachment 5 shall feature prominently proposed personnel skills and experience as they relate to the Master Contractor’s proposed solution and Section 2 – Scope of Work.” Additionally, in Attachment 5A, B. TORFP Minimum Requirements, the instructions state: “<Master Contractor to insert Requirement text here with TORFP requirement ID/reference. Add a new line for each requirement.>” Will the State please provide guidance regarding the specific requirements that offerors should be addressing in this section? Based on the referenced language, it would suggest that the language from Section 2.10 should be included. Is this assessment correct? If so, please confirm that those requirements in Section 2.10 can be met by the team of proposed staff. If our assessment is not correct, would you please identify what the minimum requirements are that the State is expecting the personnel to meet?

**ANSWER:** Your assessment about section 2.10 is incorrect. The instructions for filling out the Attachment 5a spreadsheet are on the first page of Attachment 5 (page 67 of the TORFP), under item 3 Form Completion. The answer for your specific question is as follows: “For each resource, the Master Contractor shall insert each specific minimum qualification requirement from the CATS+ Master Contract for the proposed labor category. Each minimum requirement shall be followed by one or more examples that demonstrate how the proposed resource meets the minimum requirement. Account for all minimum qualifications, including any experience, education, or professional certifications.” Please note that you must follow all instructions in this section, not just the one quoted here.

Issued: March 14, 2014