

Maryland Department of the Environment
CATS+ TORFP # U00B8400025
Lead Rental Certification and Accreditation Implementation
11/16/2018

Q: Section 12.5:-

The Offeror shall provide a Bill of Materials with associated cost for the hardware, software and materials required to support the application as part of the technical and cost response

Are we supposed to provide the Bill of Materials in our response? How can we address this in the technical or cost response? I thought we are not supposed to provide any costing in the technical response.

MDE Response: The "Bill of Materials" as described in Section 2.3.5B, TO Contractor-Supplied Hardware, Software and Materials can be submitted as a supplement to the Financial Proposal and should not be included as part of the Technical Response.

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- Is MDE using any Authentication method? If so, which method (SSO, PING or AD enabled)?

MDE Response: MDE utilizes AD for authentication purposes.

- What is MDE's preference for code deployment (Manual or Automated)?

MDE Response: The Offeror should make a recommendation as part of their proposal.

- Is there any proposed code versioning tool that MDE would like the Contractor to use for the new LRCA application?

MDE Response: No. The Offeror should make a recommendation as part of their proposal.

- Will the existing application and new LRCA application co-exist in future?

- If "Yes", then would existing application be "read-only" after Go-Live of the new LCRA?

MDE Response: Yes, the legacy application will be made read-only after Go-Live.

- Can MDE provide the following related to *existing* LCRA:

- Number of databases?
- Schema diagram(s)?
- Number of users?

MDE Response: MDE anticipates approximately 100 users. We do not have schema diagrams. The number of databases is noted in the TORFP.

- For estimating the scope of Data Migration, can MDE provide the following:

- How long (number of years) does the data date back to?
- What is the size of data to be migrated?

MDE Response: Data goes back approximately five years. MDE does not have the size of the data to be migrated.

- Can we get number of backend/batch jobs supporting the current application?

MDE Response: The current LRCA is a multitude of legacy applications as noted in the TORFP, Section 2.2.4. The number of backend/batch jobs is unknown.

- Does the new LCRA have a requirement for multi-lingual support? If "Yes", then which language(s) should the new application be supported in?

MDE Response: No.

- Within the LRCA Detailed Systems and Functional Requirements document, in Section 1.6 "Document References", multiple URLs are not working. Can MDE please provide working URLs or alternate location for those documents?

MDE Response: Assistance can be provided by calling 410-537-3323. MDE will work to provide working urls.

- Will the registration for new user be part of new system or legacy system?

MDE Response: This is a requirement of the new system.

- Is MDE expecting the new application to contain SEO implementation?

MDE Response: No.

- Will MDE share standard UI/UX templates (or its URL location) for branding and user experience build purpose?

MDE Response: Yes.

- In response to Question #7 within the Q&A #1 document, MDE has said that it “prefers that the 4 key personnel are available to participate in project activities within an Agile project framework”. Can the Contractor propose a Staffing Plan where those key personnel are available onsite when required (and not all the time)? Will this be acceptable to MDE?

MDE Response: Yes.

- The revised Financial Proposal has a “Tab C - Key Labor Categories” with fixed number of hours for each category for the Base Years and Option Years. For the new LRCA, can work performed by these key resources be billed under T&M basis or does it need to be included under Fixed Price pricing (“Tab B - Evaluated Price”)?

MDE Response: Yes.

- Section 3.3.3 of the TORFP talks about “Invoicing Submission Schedule”. We seek the following clarifications from MDE as regards the invoicing for Fixed Price Deliverables:

- Is the Contractor required to invoice only at the end of the Deliverable (as per “Tab B - Evaluated Price”)?
- If yes, this could potentially mean a long gap between two deliverables. Instead, can the Contractor invoice on a monthly basis based on time spent by various resources?

MDE Response: The contractor can bill on a monthly basis as long as the amount is no more than the fixed price quoted.

- Section 2.2.7. B of the TORFP, Section 2.2.9. B of the TORFP, Section 2.3.5 of the TORFP, and the answer to Q.3 in the Q&A #5 document talks about hardware and software requirements. We need the following clarity with regard to the same:

- Will MDE provide hardware and software for the **development** environment?

MDE Response: The contractor is required to submit a Bill of Materials for HW/SW as noted in Section 2.3.5 of the TORFP. This can be submitted as a supplement to the Financial proposal.

- ✓ If not and the contractor is expected to provide pricing for hardware and software, then where within the Financial Proposal should this be provided? We suggest a separate line item(s)/tab(s) for pricing hardware and software

(since it would not be logical to fit this under any “deliverable” mentioned in Section 2.4.4 and referenced in “Tab B – Evaluated Price” of the revised Financial Proposal).

- ✓ Can the development environment be hosted at the Contractor’s facility?

MDE Response: Yes, but the development environment will need to eventually be established at MDE headquarters.

- Will MDE provide hardware and software for the **testing** environment?
 - ✓ If not and the contractor is expected to provide pricing for hardware and software, then where within the Financial Proposal should this be provided? We suggest a separate line item(s)/tab(s) for pricing hardware and software (since it would not be logical to fit this under any “deliverable” mentioned in Section 2.4.4 and referenced in “Tab B – Evaluated Price” of the revised Financial Proposal)?

MDE Response: Same response as above.

- Will MDE provide hardware and software for the **production** environment?
 - ✓ If not and the contractor is expected to provide pricing for hardware and software, then where within the Financial Proposal should this be provided? We suggest a separate line item(s)/tab(s) for pricing hardware and software (since it would not be logical to fit this under any “deliverable” mentioned in Section 2.4.4 and referenced in “Tab B – Evaluated Price” of the revised Financial Proposal)?

MDE Response: Same response as above.

- Section 2.3.8 E. of the TORFP talks about Contractor providing “User support (Help Desk)” services. We had the following questions:
 - Is the User Support going to be handled as part of T&M billing or should it be part of Fixed Price Deliverable pricing?

MDE Response: T&M billing.

- A “help desk ticketing system” is mentioned – will this be provided by MDE?

MDE Response: Yes.

- ✓ If not, then would MDE require the Contractor to provide licensed software for the ticketing system application?
- ✓ If the Contractor is required to provide a licensed help desk ticketing system, where within the Financial Proposal should this be provided? We suggest a separate line item(s)/tab(s) for pricing for this (since it would not be logical to

fit this under any “deliverable” mentioned in Section 2.4.4 and mentioned in “Tab B – Evaluated Price” of the revised Financial Proposal)

- Can the software installation, configuration be part of T&M billing?
 - If not, under which Deliverable ID within “Tab B – Evaluated Price” of the Financial Proposal should this be accounted for?

MDE Response: Software installation should be billed as part of deliverable 2.4.4.13, Production-ready LRCA System.

- Within the LRCA Detailed Systems and Functional Requirements document, in Section 2.2.1:
 - FR1.13: what is FMIS lock box data?

MDE Response: This is a lock box for the State’s Financial Information Management System (FMIS).

- FR1.14: what is the targeted time period to replace STELLAR with HHLPSS?

MDE Response: The targeted time frame is early Q2 of 2019.

- FR1.16: can MDE share the current payment certification process?

MDE Response: No.

- FR1.24: what is difference between “online” and “offline” data for migration?

MDE Response: Current data versus historical data.

- The current due date is Tuesday, November 13. We request MDE to extend the due date of the proposal response by a week to 10 days to enable contractors to review the answers to the latest questions and accordingly propose the appropriate solution. Will MDE grant this request?

MDE Response: The proposal due date was extended to Tuesday, November 20, 2018 by 2:00pm local time.