



**DEPARTMENT OF  
BUDGET & MANAGEMENT**

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Deputy Secretary

**QUESTIONS AND RESPONSES # 4  
PROJECT NO. F10R5200205  
Enterprise Web Systems  
May 2, 2005**

Ladies/Gentlemen:

This List of Questions and Responses #4, Question #27 through 32, is being issued to clarify certain information contained in the above named RFP. The statements and interpretations of contract requirements, which are stated in the following questions of potential offerors, are not binding on the State, unless the State expressly amends the RFP. Nothing in the State's responses to these questions is to be construed as agreement to or acceptance by the State of any statement or interpretation on the part of the vendor asking the question as to what the contract does or does not require.

27. Re: Page 27, Table 1 – Skill Categories It is noted that each of the Skill Categories in the table has a corresponding fully defined personnel classification (Pages 29 thru 36). We did not locate a corresponding description for the Table Skill of "Database Management Specialist" within the "SPECIALIST SERIES" category. Please advise in locating this skill definition.

**RESPONSE:**

The labor classification, in Attachment F, Labor Rate Schedule for Enterprise Web Systems and on page 27 the Skill Category Table 1, for the Database Management Specialist has been deleted (see Addendum #3). The skill requirement for Database Management is defined within section B. Subject Matter Expert on page 35. c) Automation; 4. Database management systems.

28. Re: Attachment F-1 Labor Rates Model Additional Work Order Services, In an effort to price the Fully Loader Labor Rate (FLLR) for each of the Labor Categories and Extended Estimate Hours per year, does the DBM offer any guidelines for specific Labor Rates? I.e.: Federal Wage Determination Tables Is the submitting vendor asked to provide its current FLLR based on the understanding of the Labor Category market rates?

**RESPONSE:**

Guidelines for specific labor rates are defined in Section 1.2 h and i as:

h. Fixed Unit Price Labor Rates – In support of a Work Order Agreement, fully loaded hourly rates by labor category established in the Contract that include all direct and indirect costs and profit for the Contractor.

i. Fully Loaded Rates - The billing rate of a labor category that includes all profit, direct and indirect costs. The indirect costs shall include all costs that would normally be considered General and Administrative costs and/or routine travel costs, or that are in any way allocated by the Contractor against direct labor hours as a means of calculating profit or recouping costs which cannot be directly attributable to a work order.

By definition, the labor rates that any offeror proposes in Attachment F should include "all costs" including salary, other direct costs, indirect, G&A, profit, etc. Offerors are not asked to submit any additional information for its

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labor rates than that, which is required on the price proposal forms. The labor rate provided by the Offeror are the only prices the State will pay for any resulting labor services.

29. NOCC Services and Operation: With respect to the NOCC Services Operation and Maintenance, it is noted that no line item is referenced in the RFP Pricing Proposal in providing costs for this function. Can the DBM provide further guidance and advice on the specific items the vendor will need to consider in providing this service?

**RESPONSE:**

See the response to Question #23 for more information. The NOCC is intrinsic to the three elements of the managed services identified on Attachment F, and is not a separate price component.

30. Do you have an estimate on the value of this proposed solicitation?

**RESPONSE:**

The State has a current budget of \$600,000 M&O for the fiscal year 2006. It must be noted that the State appropriates money on a fiscal year basis, which may or may not be the original requested amount. However, the price the State will contract for will not exceed the amount that equals the total price proposed by the selected offeror on Attachment F. This establishes a Not-to-Exceed Contract amount for the 5-year term of the contract unless modified by the State for any other agencies expanding services available under this contract or additional future enhancements that may be delivered through the work order process.

31. What is the network backbone speed in the Data Center?

**RESPONSE:**

The network backbone speed is 1Mbps burstable to 10Mbps. Re-read RFP Section 2.3.3.

32. Where are the 4 development servers to reside - with prime or UMCP Data Center?

**RESPONSE:**

Neither. The 4 development servers are currently located at 45 Calvert Street and will remain at this location. See Sections 2.3.2 and 2.3.3 of the RFP, and the 'Systems Documentation' dated August 9<sup>th</sup> 2004 available in the Reading Room at DBM.

Remember offers are now **due on May 9, 2005 no later than 2:00 p.m.(local time)** If there are questions concerning this solicitation, please contact me via e-mail at [bbowser@dbm.state.md.us](mailto:bbowser@dbm.state.md.us) or call me at (410) 260-7683 as soon as possible.

Date Issued: May 2, 2005

By <Signed>  
William M. Bowser  
Procurement Officer