

**Q&A's #1 to  
Invitation for Bids (IFB)  
Conferencing Services  
IFB # 060B2490027  
July 10, 2012**

Ladies/Gentlemen:

This list of questions and responses is being issued to clarify certain information contained in the above referenced IFB. The statements and interpretations contained in the following responses to a question by potential Offerors are not binding on the State, unless an addendum expressly amends the IFB.

1. General Question – How many of employees have an internet-enabled computer?

**Answer: The State does not know the actual number of employees that have an internet-enabled computer. We estimate that number to be around 30,000.**

2. General Question – What are the current pain points with the audio, web, and video conferencing services utilized today within State of Maryland?

**Answer:**

- a. **The State is not able to collect usage data for all agencies for each of the three conferencing services requested.**
- b. **The State has no information regarding the number of accounts within each of the three conferencing services.**
- c. **The current cost of conferencing to the State.**

3. General Question – Can you please clarify which areas of the IFB require a written response from offerors?

**Answer: Please follow the requirements of Section 4 of the Invitation for Bids.**

4. Audio Question – Which provider does State of Maryland currently use for audio conferencing?

**Answer: Verizon Select Services Inc. is the current provider.**

5. Audio Question –Do all departments currently use the same provider for audio conferencing?

**Answer: No**

6. Audio Question –How many current audio hosts are setup today?

**Answer: The State does not know the current number of audio hosts.**

7. Web Question - Which provider does State of Maryland currently use for web conferencing?

**Answer: Currently the State is using Verizon Select Services Inc., WebEx, and customer provided equipment (CPE).**

8. Web Question -How many web hosts are setup today?

**Answer: The State does not know the current number of web hosts.**

9. Web Question -What type of web licensing model is State of Maryland currently on today? (Named Host, Per Minute, Concurrent Port)

**Answer: The State is currently using Named Host, Per Minute, and CPE.**

10. Web Question -What web platform is being used today? (WebEx, Go To Meeting, Live Meeting, Adobe Connect)

**Answer: The State does not know all of the platforms being used today. However WebEx is one of them.**

11. Web Question -Does State of Maryland have visibility over the concurrent web attendees across all meetings at any one time?

**Answer: No.**

12. Video Question - Which provider does State of Maryland currently use for video conferencing?

**Answer: Currently there is no Statewide contract for Video Conferencing.**

13. Video Question -How many video hosts are setup today?

**Answer: None. See Question 12 and its Answer above.**

14. Video Question - How many Video Conferencing Units are active today?

**Answer: The State does not know the total number of video conference units active today.**

15. Video Question - Are you looking for an “On-Prem or Cloud Based” video service?

**Answer: The State is looking for a vendor hosted solution where the equipment is located at vendor provided facilities.**

16. Video Question - What type of video licensing model is State of Maryland currently on today? (Named Host, Per Minute, Concurrent Port)

**Answer: None. See Question 12 and its Answer above.**

17. Video Question - What type of video equipment is being used today? (Polycomm, Tandberg, LifeSize, Vidyo)

**Answer: The State does not know all the video equipment being used today. However, Polycom and Tandberg video conferencing units are being used today.**

18. Video Question - Are the video calls needed for both the desktop and video rooms?

**Answer: The State does not know the needs of the individual agencies. There may be a need for desktop to desktop, desktop to room unit and room unit to room unit video conferencing.**

19. Video Question - Is there current hardware that is in place now you require support for, ie video room equipment, desktop video phones etc.?

**Answer: There are some existing CPE conferencing units, conference bridges, and possibly some Session Border Controllers in place today. You may need to support a connection from one of these existing pieces of equipment.**