

Supplement D  
Department of Information Technology  
ACTION AGENDA  
August 1, 2018



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**1-IT. DEPARTMENT OF INFORMATION TECHNOLOGY**

**Contract ID:** Information Technology Research & Advisory Services  
ADPICS BPO No.: 060B8400061

**Contract Description:** Multiple-award, indefinite-quantity, request for proposals, master contract to provide information technology and advisory services.

**Awards:** Frost & Sullivan, Inc., San Antonio, TX  
Gartner, Inc., Arlington, VA

**Term:** 8/1/2018 – 7/31/2023 (5-year base term)

**Amount:** \$2,000,000 (\$400,000 per year)

**Procurement Method:** Competitive Sealed Proposals

**Proposals:** Frost & Sullivan, Inc. (A/K/A Frost & Sullivan)  
Gartner, Inc.

**MBE Participation:** None

**Remarks:** A notice of availability of the Request for Proposals was advertised on the Department of Information Technology website and *eMarylandMarketplace.com*. The RFP was sent directly to all vendors identified as being capable of delivering the services. DoIT received three proposals, one of which was not reasonably susceptible for award as it did not meet minimum qualifications. The other two offerors met minimum qualifications and their technical proposals were evaluated for technical merit with an overall rating of satisfactory. DoIT recommends award to these two offerors.

This new Master Contract offers State agencies access to information technology research and advisory services that will help the State achieve improved efficiency of technology investments at competitive prices. Services available under this master contract include the following:

- Access to created and published technology research reports in specific market categories
- Subscription-based advisory services regarding IT strategy and planning, Major IT trends in various industries, or various IT topics
- Bulletins and summaries of IT industry issues
- Question-and-answer-based technology market research consultations
- Events sponsored by the Contractor pertaining to technology analysis

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**Remarks:** *(cont'd)*

The contract is complementary to, and not in place of, consulting services offered under Maryland's Consulting and Technical Services Plus (CATS+) Master Contract.

This procurement vehicle was designed to provide State agencies with Master Contractors who offer a variety of IT research and advisory services. As a result of the award from this solicitation, agencies that seek IT research and advisory services will submit a Purchase Order to the selected Master Contractors. Delivery of goods and services shall be identified only upon issuance of a Purchase Order authorized by DoIT. Recipient agencies will issue purchase order release of the blanket purchase order awarded through this contract. Purchase orders will serve as a notice-to-proceed from the recipient agency. The \$2 million valuation is based on Statewide historical spend over the last three fiscal years and anticipated contract usage. When DoIT determines the need and appropriate time, DoIT will announce expansion windows during which new Offerors may propose to be added as new Master Contractors.

**Fund Source:** Various

**Approp. Code:** Various

	<i>MD Tax Clearance</i>	<i>Resident Business</i>
Frost & Sullivan, Inc.	18-1858-0110	NO
Gartner, Inc.	18-1746-1111	NO

**BOARD OF PUBLIC WORKS ACTION – THIS ITEM WAS:**

<b>APPROVED</b>	<b>DISAPPROVED</b>	<b>DEFERRED</b>	<b>WITHDRAWN</b>
<b>WITH DISCUSSION</b>		<b>WITHOUT DISCUSSION</b>	