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State Superintendent of Schools

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TO: Offerors

FROM: June Dwyer
Procurement Specialist

RE: **ADDENDUM 3**
TORFP NO. R00B5400048
OBIEE Applications Programmer

DATE: February 20, 2015

Additional Questions and Answers

This addendum contains all of the questions and answers submitted for this TORFP. Please review and take this into consideration when submitting your bid. MSDE apologizes for the delay in responding to your questions.

Please note the new due date is Monday, March 2, 2015 at 2:00 pm.

Thank you. All correspondence should be sent to june.dwyer@maryland.gov.

You must acknowledge all addenda with your proposal. Please submit page 2.

TORFP NO. R00B5400048

OBIEE Applications Programmer
Addendum 3

Received By _____
(Print Name)

Signature _____ Date _____

Vendor _____

Telephone No. _____ Fax No. _____

R00B5400048 OBIEE Applications Programmer Written Questions & Answers

1. **Key Information Sheet, TORFP Page 5** – Because this procurement is designated Small Business Reserve (SBR), are master contractors required to submit a signed Small Business Contract Affidavit? If so, would MSDE please provide a Small Business Contract Affidavit attachment via amendment for completion, execution, and submission within the TORFP R00B5400048 Technical – Attachments.pdf file?

There is no affidavit for this TORFP for small business reserve.

2. Are you able to interview by phone for candidates, who live outside MD/DC/VA/DE?

Yes for the interview only

3. Can you tell us, when you could make this award and anticipated start date?

We are making every effort to award by the end of March with an April 1 start date.

4. Is the incumbent vendor(s) able to bid this TORFP?

We believe so pending verification of the functional area and Small Business Reserve status.

5. Under which CATS II RORFP number this award was made?

R00B9200162 was our TORFP.

6. The section 2.8 requirement appears restrictive.

This is not a question and can be submitted on the vendor feedback form.

7. The section, 3.3 , You are asking us to submit Attachment 5A and 5B- Attachment 5A Minimum Qualifications Summary and Attachment 5B Personnel Resume Form. Do you want us to submit the resume, in addition to 5A & 5B?

Per page 32 and 33 of the TORFP request, item 1d states: “complete and sign the Minimum Qualifications Summary (Attachment 5A) and the Personnel Resume Form (Attachment 5B) for each resource proposed. Alternate resume formats are not allowed.” Item d) ii) further states: “The Personnel Resume Form provides resumes in standard format. Additional information may be attached to each personnel Resume Summary if it aids a full and complete understanding of the individual proposed.”

8. What is the labor category for TORFP to pick up from CATS+ Master Contract Section 2.10? Is it Application Programmer ?

Yes

9. 3.4.1 TO TECHNICAL PROPOSAL -Proposed Services

Proposed Solution: A more detailed description of the Offeror's understanding of the TORFP scope of work, proposed methodology and solution. The proposed solution shall be organized to exactly match the requirements outlined in Section 2. What are you expecting as proposed Solution section, because we are providing resource as response to TORFP?

A summary of your understanding of the TORFP

10. How do you want us to propose the resume in our response? Is it OK to use CATS+ RFR resume formats?

Per page 32 and 33 of the TORFP request, item 1d states: "complete and sign the Minimum Qualifications Summary (Attachment 5A) and the Personnel Resume Form (Attachment 5B) for each resource proposed. Alternate resume formats are not allowed." Item d) ii) further states: "The Personnel Resume Form provides resumes in standard format. Additional information may be attached to each personnel Resume Summary if it aids a full and complete understanding of the individual proposed."

11. When does the current contract end?

March 31st

12. Will MSDE accept H1B Visa personnel?

We would need to know the status of the Visa to determine whether the resource is available for the duration of the contract.

13. What is the TORFP number that Elicitek, Inc. was awarded the contract from?

R00B9200162 was our TORFP

14. What was the amount awarded to Elicitek?

There are several positions from multiple contractors that were awarded under one TORFP. The answer is difficult at this time to determine. Since it is not relevant to submitting a new resource for this TORFP and in the interest of our timeline, a written request may be made for that information through the Freedom of Information Act.

15. Is MSDE satisfied with the work performance of the incumbent?

Yes

16. Please clarify in section 3.4.1 (E) if MSDE is looking for the Master Contractor to have three (3) examples of engagements/contracts or **would the proposed candidate's relevant past experience of three (3) similar projects to the SOW be acceptable?** (Page 20)

Work experience should match anticipated scope of work

17. Does MSDE have an estimated award date?

We are making every effort to award by the end of March.

18. Does MSDE have an anticipated start date?

We are making every effort to award by the end of March with an April 1 start date.

19. Signed addendum should be submitted with the TO Technical Proposal correct?

All submission requirements are listed in the TORFP, section 3 pages 19 – 22.

20. How many resources can a master contract submit for the subject TORFP. Section 2.1 of the TORFP indicates requirement of two (2) resources, but it also indicates that the master contractors shall propose exactly one (1) key resource. Does this mean that a master contractor can propose the second resource who is non-key? Kindly clarify

Each master contractor may propose exactly one (1) resource.