DEPARTMENT OF HUMAN RESOURCES (DHR)/OFFICE OF TECHNOLOGY FOR HUMAN SERVICES (OTHS)
REQUEST FOR PROPOSALS (RFP) FOR AUTOMATED FISCAL SYSTEM (AFS) MODERNIZATION PROJECT

QUESTIONS AND RESPONSES #1

Question 1: This RFP has a 0.5% VSBE requirement. According to the Comptroller’s website, the goal is to achieve an overall minimum of 1% of the unit’s total dollar value of procurement contracts to be made directly or indirectly from VSBEs. Can this procurement be amended to a 1% or greater VSBE requirement?

Response: No, DHR will not amend the RFP’s VSBE goal of 0.5%. However, Offerors may propose a higher percentage of VSBE participation for this contract.

Question 2: If an Offeror is certified as both an MBE and VSBE, will DHR allow it to fulfill both MBE and VSBE requirements for this procurement?

Response: Yes, DHR will allow Offerors, who are MBE and VSBE certified, to fulfill the MBE AND VSBE goals for this procurement.

Question 3: Who is the vendor that implemented the legacy AFS system? When does/did that contract expire?

Response: IBM implemented the legacy AFS system approximately 15 years ago. Xerox currently maintains the legacy AFS system under a contract that will expire on 12/31/17.

Question 4: Does DHR have an estimated budget for the resulting contract?

Response: Yes, but the budget is not available for public disclosure.

Question 5: Can you please provide me with a full copy of the RFP if available?

Response: The RFP is available at eMaryland Marketplace (eMM), Maryland’s Procurement Website, found at: http://emaryland.buyspeed.com. DHR encourages Offerors to register for eMM (if they are not currently registered). Please
note that registration is required for award of the contract that results from this RFP.

Alternatively, prospective Offerors may download the RFP from the DHR website at: [http://www.dhr.state.md.us/blog/?p=17349](http://www.dhr.state.md.us/blog/?p=17349).

**Question 6:** Is the AFS Project a new initiative or is this a re-compete.

**Response:** This is a new project.

**Question 7:** What do I need to do to register for the pre-proposal conference that is being held on 7/12/16?

**Response:** Please refer to Section 1.7.4 of the RFP. That section asks prospective Offerors to e-mail the Pre-Proposal Conference Response Form (Attachment E) no later than the time and date indicated on the form. In addition, if there is a need for sign language interpretation and/or other special accommodations due to a disability, prospective Offerors should call the Procurement Officer no later than five (5) business days prior to the pre-proposal conference.

**Question 8:** The due date and time for Questions is August 25, 2016, which is only a few days prior to the Proposals Due Date of August 31, 2016. Can you clarify?

**Response:** DHR prefers to provide Offerors with a sufficiently-long time period in which to ask questions about the RFP. This way, Offerors can ensure they fully understand the RFP and can develop a detailed proposal.