

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

QUESTIONS AND RESPONSES #4

Question 13: In Reference to Page 23 of the Solicitation, Section 1, Subsection 1.23: Substitution of Contractor Personnel, Letter F: Substitution Prior to and Within 30 Days After Contract Execution:

This section outlines when an Offeror can substitute Key Personnel prior to contract execution or within thirty days after Contract execution. It states that subcontractors, temporary staff, and 1099 contractors do not qualify to be substituted using the outlined circumstances. With this in mind, if an MBE is serving as a subprime and one of their staff is proposed as Key Personnel, does that person qualify under this section to be substituted if “vacancy occurs due to the sudden termination, resignation, or approved leave of absence due to an Extraordinary Personnel Event, or death of such personnel”?

Response: No. If a subcontractor’s employee is proposed to serve in a Key Personnel position, that employee would not qualify for substitution under RFP Section 1.23(F). However, it is important to note that the Contractor can substitute that employee after the time period identified in Section 1.23(F) expires.

Question 14: Will DHR consider and add an MBE subgoal for Asian-owned businesses?

Response: No, DHR will not add an MBE subgoal for Asian American-owned businesses. That said, Contractors may use Asian American-owned businesses to meet the Contract’s 35% MBE goal.

Question 15: Can you send the list of attendees from the Pre-Proposal Conference?

Response: The list of attendees will be uploaded to the DHR website and eMaryland Marketplace.