**REQUEST FOR PROPOSALS (RFP)**

**ELECTRONIC BENEFITS TRANSFER SYSTEM AND SUPPORT**

**OTHS/EBT/14-001-S**

**AMENDMENT #1**

**APRIL 14, 2014**

Prospective Offerors:

This amendment is being issued to amend certain information in the above named RFP. All information contained herein is binding on all Offerors who respond to this RFP. The changes are listed below. New language has been double underlined and marked in bold (i.e., **word**).

1. Revise RFP Section as follows: **2.49.1** **Purpose**

The Contractor shall structure its procedures for the performance of the work required in this contract to attempt to achieve the Veteran-Owned Small Business Enterprise (VSBE) goal stated in this Contract. VSBE performance shall be in accordance with this section and **Attachment EE through II**, as authorized by COMAR 21.11.13. The Contractor agrees to exercise all good faith efforts to carry out the requirements set forth in this section and:

* + - * **Attachment EE, Veteran Owned Small Business Enterprise Utilization Affidavit and Participation Schedule**
			* **Attachment FF, VSBE Subcontractor Project Participation Statement,**
* **Attachment GG, Maryland Department of Human Resources Veteran Small Business Enterprise (VSBE) Participation (Prime Contractor) and**
* **Attachment HH, Maryland Department of Human Resources Veteran Small Business Enterprise (VSBE) Participation (VSBE Subcontractor)**.
* **Attachment II, VSBE Unavailability Verification**

**2.** Delete andRevise **Attachment A – Pricing Proposal** of the RFP as follows:

ATTACHMENT A isdeleted in its entirety and REPLACED with the following **ATTACHMENT A – Pricing Proposal (Revised 4/14/14)** located on the DHR Website at [**http://dhr.maryland.gov/crfp/SSA-RCC-13-001-S.php**](http://dhr.maryland.gov/crfp/SSA-RCC-13-001-S.php%20) or *eMaryland Marketplace* at [**https://emaryland.buyspeed.com/bso/**](https://emaryland.buyspeed.com/bso/).

**3.** Delete and Revise **Attachments EE - HH – VSBE Documents** of the RFP as follows**:**

 ATTACHMENTS EE - HH are deleted in their entirety and REPLACED with the following **ATTACHMENTS EE - II –** **VSBE Documents (Revised 4/14/14)** located on the DHR Website at [**http://dhr.maryland.gov/crfp/SSA-RCC-13-001-S.php**](http://dhr.maryland.gov/crfp/SSA-RCC-13-001-S.php%20) or *eMaryland Marketplace* at [**https://emaryland.buyspeed.com/bso/**](https://emaryland.buyspeed.com/bso/).

**4.** Delete and Revise **Attachment II – Performance Bond** of the RFP as follows**:**

ATTACHMENT II is deleted in its entirety and REPLACED with the following **ATTACHMENT JJ –** **Performance Bond (Revised 4/14/14)** located on the DHR Website at [**http://dhr.maryland.gov/crfp/SSA-RCC-13-001-S.php**](http://dhr.maryland.gov/crfp/SSA-RCC-13-001-S.php%20) or eMaryland Marketplace at [**https://emaryland.buyspeed.com/bso/**](https://emaryland.buyspeed.com/bso/).

**5.** Revise RFP Section as follows: **4.1 Two Volume Submission**

The selection procedure for this procurement requires that the Technical evaluation and ranking of the Proposals be completed before the Financial Proposals are distributed to the Evaluation Committee. Consequently, each Proposal shall be submitted as two separate enclosures as indicated in Sections 4.2, Volume I – Technical Proposal and 4.3, Volume II – Financial Proposal.

An original, to be so identified and five (5) copies of both the Technical and Financial Proposal shall be submitted. **Five (5) CD’s that includes both the Technical and Financial Proposals shall be submitted with the Financial Proposal. All submissions shall be received by the Procurement Officer by the date and time set forth in Section 1.6 in order to be considered.**

**6.** Delete and Revise RFP Section as follows: **3.5.2 D Transition – Out Period**

~~D. Provide access to operating systems for new contractor training during normal working hours or extended hours as required including nights, weekends, and holidays.~~

**The remaining subsection shall be re-lettered A through I.**

Should you require clarification of the information provided in this Amendment, please contact me via email at keosha.hall@maryland.gov or by telephone at (410) 767-3390.

By:

*Keosha S. Hall*

 Procurement Officer

Issued: April 14, 2014