



LARRY HOGAN
Governor

BOYD K. RUTHERFORD
Lt. Governor

KENNETH C. HOLT
Secretary

ELLINGTON CHURCHILL, JR.
Deputy Secretary

Amendment No. 2

Invitation to Bids (IFB) No. S00R6400002 TEMPORARY FINANCIAL SERVICES STAFFING AGENCIES

The purpose of this amendment is to clarify certain information contained in the above-named Invitation for Bids (IFB). All information contained herein is binding on all Bidders who respond to this IFB as provided for in Section 1.18.

Changes/additions are listed below; new language has been typed in **red** and marked in **bold** (i.e., **word**) and deleted language has been marked with a ~~strikeout~~ (i.e., ~~word~~).

I. Page i – IFB KEY INFORMATION SUMMARY SHEET

The IFB number has been corrected. The fourth line on the page should read: INVITATION FOR BIDS #~~S00R6400003~~ **S00R6400002**. This correction changes the IFB number on the following pages: i, ii, 33, 46, 56, 57, 58, 59, 60, 62, 64, and 65.

II. DHCD's answers to vendor questions submitted by 1:00 p.m. on Friday, February 26, 2016, are listed on the following page. Any questions submitted by that date and time and not listed will be answered in Amendment No. 3.

February 26, 2016

By: Jada Fletcher
Jada Fletcher, Procurement Officer





LARRY HOGAN
Governor

BOYD K. RUTHERFORD
Lt. Governor

KENNETH C. HOLT
Secretary

ELLINGTON CHURCHILL, JR.
Deputy Secretary

Page Two, Amendment No. 2, S00R6400002

Vendor Question

DHCD Answer

Is it possible to bid on only one of the functional areas?

Per 1.1.3, "A bidder may submit a bid for FAI, FAIL, or both."

Would a vendor have to bid on both functional areas or not bid at all?

Per 1.1.3, "A bidder may submit a bid for FAI, FAIL, or both."

Is DHCD open to having more than one vendor to service both functional areas?

Per 1.1.3, "The Department intends to make **a single award for each functional area** as a result of this IFB."

Is there already a contract in place?

Yes, the current contractor is AU & Associates.

Is there a list of companies that attended the 17FEB2016 meeting, who may be interested in possible partnering and/or subcontracting?

Yes, the pre-bid, sign-in sheet is being posted separately.

Regarding pricing, do DHCD require either subs or primes to have any particular certifications around their financial system?

The awarded vendor shall meet the minimum requirements set forth in Section 2 and shall be responsible for performing the full scope of work in Section 3.

Given the nature of the work, how will DHCD measure a firm's expertise to successfully deliver quality candidates? Low price often means compromised quality.

The awarded vendor shall meet the minimum requirements set forth in Section 2 and shall be responsible for performing the full scope of work in Section 3.

Each candidate for placement will be interviewed and approved by DHCD, after having been determined to be qualified to meet the requirements of the position.

Is this work done 100% on government-owned and operated sites? There was mention of contractor sites. Does the government supply all computers and working equipment for the contractors?

All work will be performed at DHCD's headquarters in Lanham, Maryland. This site is leased to the State of Maryland and operated by DHCD, which will supply all computers and working equipment to the temporary employees.

