



Maryland
Energy
Administration

Larry Hogan, Governor
Boyd K. Rutherford, Lt. Governor
Mary Beth Tung, Director

QUESTIONS & ANSWERS #3
Requests for Proposals (RFP)
Energy Programs Technical Support Provider
PROJECT NO. DEXR7400002
September 6, 2017

Ladies and Gentlemen:

This List of Questions and Answers #3, questions #5 through #6, is being issued to clarify certain information contained in the above named RFP. The statements and interpretations of Contract requirements which are stated in the following questions of potential Offerors, are not binding on the State, unless the State expressly amends the RFP. Nothing in the State's responses to these questions is to be construed as agreement to or acceptance by the State of any statement or interpretation on the part of the vendor asking the question as to what the contract does or does not require. However, if from a particular vendor question(s), it seems as if the vendor has misinterpreted RFP wording referenced in a question, the State's response typically will point out the misinterpretation as part of the answer to the question.

QUESTION 5: Referencing RFP Section 3.1.4 - Businesses of a smaller size may be capped at \$500,000 of coverage due to the value of the firm's assets. Given MEA's support of small businesses, would it be willing to accept \$500,000 or follow some alternative calculation for theft coverage?

RESPONSE: Yes; MEA will lower the Crime Insurance requirement outlined in RFP Section 3.1.4 to \$500,000 per loss. This will be included in an upcoming amendment #3 to the RFP.

QUESTION 6: Regarding the Energy Programs Technical Support Provider proposal, section 5.4.2.7 refers to needing "Letters of intended commitment to work on the project, including letters from any proposed subcontractor(s)." Are we to provide letters of intended commitment for each individual we list, or one for each firm involved as a whole?

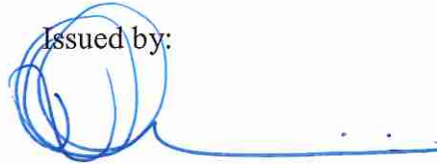
RESPONSE: The requirement for letters of intended commitment to work on the project pertain to all subcontractor firms and all proposed "key personnel" who are not currently employees of either the prime offeror or proposed sub-contractor(s). It is the State's desire to ensure availability of identified key personnel as part of proposals since one of the evaluation factors is Experience and Qualifications of Proposed Staff (see RFP Section 6.2.3).

Proposals are due on Thursday, September 14, 2017 no later than 3:00 p.m. and may not be submitted by e-mail or facsimile. Should you require clarification of the information provided in this amendment, please contact me at (410) 537-4082.

Should you require clarification of the information provided, please contact me via e-mail at *ralph.scherini@maryland.gov* or (410) 537-4082 as soon as possible.

Date Issued: **September 6, 2017**

Issued by:

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke extending to the right.

R. O. Scherini
Procurement Officer