



County of Fairfax, Virginia

ADDENDUM

DATE: March 19, 2024

ADDENDUM NO. 1

TO: ALL PROSPECTIVE OFFERORS

REFERENCE: RFP 2000003910

TITLE: I-Net DNSS & NEP

DUE DATE/TIME: **April 19, 2024 @ 2:00 p.m.** eastern time (Revised)

The referenced request for proposal is amended as follows:

1. The due date/time has changed to April 19, 2024, at 2:00 p.m. eastern time.
2. ADD paragraph 1.2. Offerors may submit a proposal for one or both services listed above in paragraph 1.1.
3. Change the Question Due date from March 20, 2024, 4:30 PM EDT to March 25, 2024, 12:00 PM EDT.
4. Change the word "Appendix S" in RFP 2000003910 to "Appendix S DNSS or Appendix S NEP".
5. Delete Special Provisions, Paragraph 18.5. and replace with the paragraph below:

18.5 Proposal Evaluation Criteria:

The following factors will be considered in the award of this contract:

DNSS (out of 100 points):

- Experience of the company and qualifications of personnel assigned to perform the services (reference Special Provision, Section 8.3.) **(20 points)**.
- Overall understanding and approach in performing the services stated in the Special Provisions, Section **Error! Reference source not found.** 1. and 6.2., Statement of Need (reference Special Provisions, Section 8.2.) **(50 points)**.
- Overall approach and response to Attachment D and E as it relates to Special Provisions, Section 7.4. IT/Cyber Security **(5 points)**.
- Cost reasonableness and competitiveness of the offeror(s) cost proposal (reference Special Provisions, Section 9.1.) **(25 points)**.

NEP (out of 100 points):

- Experience of the company and qualifications of personnel assigned to perform the services (reference Special Provision, Section 8.3.) **(20 points)**.

Department of Procurement & Material Management

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- Overall understanding and approach in performing the services stated in the Special Provisions, Section **Error! Reference source not found.** 1. and 6.3., Statement of Need (reference Special Provisions, Section 8.2.) **(50 points)**.
- Overall approach and response to Attachment D and E as it relates to Special Provisions, Section 7.4. IT/Cyber Security **(5 points)**.
- Cost reasonableness and competitiveness of the offeror(s) cost proposal (reference Special Provisions, Section 9.1.) **(25 points)**.

6. Refer to Attachment A for responses to the questions received via preproposal conference and e-mail.

All other terms and conditions remain unchanged.



Yong Kim, CPPB
Contract Specialist III

THIS ADDENDUM IS ACKNOWLEDGED AND IS CONSIDERED A PART OF THE SUBJECT REQUEST FOR PROPOSAL:

Name of Firm

(Signature)

(Date)

A SIGNED COPY OF THIS ADDENDUM SHOULD BE INCLUDED IN THE TECHNICAL PROPOSAL.

Note: SIGNATURE ON THIS ADDENDUM DOES NOT SUBSTITUTE FOR YOUR SIGNATURE ON THE ORIGINAL PROPOSAL DOCUMENT. THE ORIGINAL PROPOSAL DOCUMENT MUST BE SIGNED.

Attachment A

- Q1. Who is the actual incumbent providing services for the County?
**A1. Insight Public Sector Inc (4400004511), Network Support Services and Equipment Services.
Ashburn Consulting LLC (440004513), Staff Augmentation / Labor Categories (Primary Contractor), Secondary Contractor (Network Support Services and Equipment Services).**
- Q2. For this contract remote work **100%** will be allowed?
A2. No.
- Q3. Can this contract have multiple awards instead of one award?
A3. Reference Special Provisions, paragraph 18.1.
- Q4. Can you only submit a proposal for one of the categories?
A4. Yes.
- Q5. Will the participants of this meeting receive a transcript of the meeting?
A5. Do not have a transcript.
- Q6. Are the services going to be attached to a particular service? Or the personnel will be assigned to do different tasks?
A6. Most DNSS may be utilized as staff augmentation on an annual 2080-hour PO. Those staff are used for day-to-day operational, solution engineering or other assigned tasks. There may be occasions where a specific DNSS may be requested with a special skillset for a specific project and a defined term (e.g. 6 months, 1 year, etc.).
- Q7. What is the County's view on multiple vendors together to fulfill this RFP?
A7. Yes, vendors may work together to submit a proposal to meet the requirements. However, the County will only work with the lead vendor as it would be their responsibility for the action of the other vendors if awarded a contract.
- Q8. Bonfire – Project Details, Questions Due Date: March 20th, Given the current RFP schedule with proposals due April 1st, offeror is requesting an extension of at least two (2) weeks from receipt of County answers to questions?
A8. Reference Addendum 1, line #3.
- Q9. 6.2.1, The Contractor is required to begin the delivery of services within one (1) week of contract award. Is this a task order/PO level? Can the County provide clarification as to the services for delivery within one week?
A9. Correction should be 1 week after PO issuance.
- Q10. 7.1.1. The Solution proposed for meeting the requirements of this solicitation must be proposed in entirety to include core software, database, bolt-ons, interfaces and reporting tool. The Offeror will be responsible for any integration between its proposed products. This section references “Solution,” however this contract appears to cover a multitude of solutions and services. Can the County please clarify or update language to address the broad scope of this contract?
A10. This language is for the broad scope of this contract. If you are proposing a solution, it needs to meet the requirements of the solicitation.

Attachment A

- Q11. 7.3.3, Deviations: Deviations from the architecture and standards may become a barrier to the sustainability of the County's integration and interoperability posture and may be subject to further review. All Offerors must specifically disclose all aspects of the proposed solution which deviate from the documented standards and desired architectures and provide approaches for consideration about the manner in which non-standard components may be integrated. Can the County please clarify if this language is intended for task order/PO level?
- A11. This applies to the offeror if proposing a new solution to the County. New Solutions include services or products being proposed that are different or alternative to those specified in the RFP (Reference paragraphs 6.2 and 6.3).**
- Q12. 7.4.4; Attachment E, Fairfax County IT Services Provider, Offerors must include in their proposals the completed **Attachment E: Fairfax County IT Services Provider Consultant/Contractor Agreement**, for the firm and its personnel that have roles in the implementation and management of the solution implementation and post implementation maintenance and support, as applicable. This requirement is non-negotiable. Given that this contract spans a multitude of solutions and services, can the County confirm Attachment E completion is required only at company level at time of proposal? And that it shall be executed by individual personnel at project level?
- A12. Yes, Attachment E can be completed at company level at time of proposal by an authorized officer of the offeror. Individual personnel can sign Attachment E at project level.**
- Q13. 9. Cost Proposal Instructions a. The Offerors must provide a price breakdown for each service separately as well as totals for services provided together if prices differ. Can the County confirm this item does not apply to contract level? There are no project specifics and Appendix S – Pricing Sheet only provides cells for labor category hourly rates?
- A13. We are seeking specific technical skillsets to be used at the County's discretion not directly tied to a specific project. The County may ask the awarded for X number of hours for a certain skillset using the awarded hourly rate. Appendix S is required but if offerors wish to propose varying price schedules they are welcome to do so.**
- Q14. 9. Cost Proposal Instructions b. Breakdown of direct labor and labor overhead costs including number of man-hours and applicable actual or average hourly rates, overhead rate and supporting schedule. Can the County confirm this item does not apply to contract level? There are no project specifics and Appendix S – Pricing Sheet only provides cells for labor category hourly rates? Offeror should provide a breakdown of how they came up with their labor rate in the Appendix S by providing this information on a separate sheet.
- A14. We are seeking specific technical skillsets to be used at the County's discretion not directly tied to a specific project. The County may ask the awarded for X number of hours for a certain skillset using the awarded hourly rate. Appendix S is required but if offerors wish to propose varying price schedules they are welcome to do so.**
- Q15. Cost Proposal Instructions c. Travel and per diem or subsistence costs, if any supported by breakdown including destination, duration and purpose. 6.1.9. The Contractor is responsible for all Contractor related travel expenses. The County is not responsible financially or otherwise for the Contractor's travel expenses. These two sections are in conflict. Can the County clarify whether travel should be broken out in the Pricing Sheet.
- A15. No this does not conflict as they complement. The County will not be paying for any travel and this should be built into your labor rates. Information about how this is added to the labor rates should be provided and broken out.**

Attachment A

- Q16. Cost Proposal instructions D. Breakdown of other expenses such as clerical support, other overhead costs, supplies, etc. Can the County confirm this item does not apply at contract level? There are no project specifics and Appendix S – Pricing Sheet only provides cells for labor category hourly rates?
- A16. Offeror should provide a breakdown of how they came up with their labor rate in Appendix S by providing this information on a separate sheet. The labor rates are to be fully loaded including all costs.**
- Q17. 11. Pricing, 11.1. The subsequent contract will be a firm-fixed price agreement. Can the County confirm this applies at project level? Is the overarching contract intend to be an IDIQ type contract?
- A17. Most DNSS should be utilized as staff augmentation on an estimated annual 2080-hour PO. Those staff are used for day-to-day operational, solution engineering or other assigned tasks. There may be occasions where a specific DNSS may be requested with a special skillset for a specific project and a defined term (e.g. 6 months, 1 year, etc.) We are seeking specific technical skillsets to be used at the County's discretion not directly tied to a specific project. The County may ask the awarded for X number of hours for a certain skillset using the awarded hourly rate. Appendix S DNSS is required but if offerors wish to propose varying price schedules they are welcome to do so.**
- Q18. RFP Attachment D, Multiple sections/items, Many of the questions (for example, but not all inclusive: A.5, A.7, A.9, B.7, B.8, B.11, B.14, C.4, C.8, D.1, D.7, D.17, D.25, etc.) refer to a proposed solution – how should offerors complete this matrix given this opportunity spans a number of possible solutions / offerings to be provided to the County?
- A18. If the offeror is offering a new solution the offeror is required to fill out Attachment D. New Solutions include services or products being proposed that are different or alternative to those specified in the RFP (Reference paragraphs 6.2 and 6.3).**