



DEPARTMENT OF
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STATE OF MARYLAND ACCOUNT VERIFICATION SERVICES

IFB No. F10B9400039

Q&A #3
ISSUED NOVEMBER 15, 2019

Ladies/Gentlemen:

This List of Questions and Answers #3, Questions 15 through 19, is being issued to clarify certain information contained in the above named IFB. No provided Answer to a Question may in and of itself change any requirement of the IFB.

15) In the bid site, there was an Excel file that was downloadable, and my understanding from the site was that the Excel file could be completed and uploaded in lieu of completing the online form. Q&A 2 indicates otherwise, so just wanted to verify that the uploaded Excel file is not being accepted.

ANSWER: The Excel file downloadable through the eMMA site is acceptable and may be used. Use of it is considered completing the form in eMMA. Amendment 1 was to delete the reference to a separate bid form as Attachment B to the IFB. This is clarified in Amendment 2, issued concurrently with this document.

16) Our current price model for batch does not align with the breakout on the Excel file, so we would not have an actual offered price for each line item. Will the price evaluation be for the total bid price of all requested contract and option years?

ANSWER: All line items must be completed for the bid to be responsive. Award will be made to the responsible Bidder who submits to the State the responsive Bid that has the lowest Total Bid Price.

17) The Excel file referred to in Question 15 indicated a volume of 1,000 searches for a few of the data elements (e.g., SSN, Death, Bankruptcy, EIN). Are these 1,000 matches for a few of the data elements related at all to the test indicated for 1,000 subjects, or is the test intended to capture all of the requested data elements?

ANSWER: No, these matches are not related to the test items. The test file is to be run against all match types.

18) May exceptions to the IFB and/or contract terms be submitted with the proposal, or is there a specific deadline for submitting exceptions? If the latter, should those be submitted by email to you?

ANSWER: Per IFB Section 2.3.5, the Department will accept licensing and credentialing provisions of the apparent successful bidder after bid closing so long as those provisions do not conflict with the terms and conditions of the IFB, Contract, other IFB attachments, applicable law, or prevailing practices. However, the Department will not review any bidder's respective licensing and credentialing provisions before bid closing to avoid the necessary alternative of negotiating the licensing and credentialing provisions of all potential bidders before bid closing.

The Department will consider exceptions to the State Contract until bid closing. After bid closing, the Department will not revise the State's Contract, and it will accept only those licensing or credentialing provisions of the apparent successful bidder that are consistent with the Contract terms as of bid closing. Consequently, in order to facilitate the review process, bidders should raise any possible conflicts between their provisions and the State's Contract by taking exception to any State Contract, IFB, or IFB attachment provision that may conflict with their licensing and credentialing provisions before bid closing, but refrain from submitting their licensing and credentialing documents for review until after bid closing.

18) The bid summary sheet indicates submission of the bid via the eMMA site. Just verifying that no shipment of hard copies is required? Will vendors be able to upload proposal documentation in addition to entering pricing on the site?

That is correct, no shipment of hard copies is required. Vendors will upload all bid documentation into eMMA.