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Addendum No. 2

To Offerors: **Request for Proposals
Cloud-Based Contract Compliance Software
Administering, Monitoring, and Reporting of
Minority Business Enterprise and Prevailing
Wage Requirements**

Date Issued: **May 23, 2025**

This addendum is hereby made part of the Request for Proposals dated May 6, 2025, as amended, on the subject work as though originally included therein. The following amendments, additions, and/or corrections shall govern this solicitation.

This addendum incorporates the following items:

1. A copy of the questions submitted regarding this RFP, along with their respective answers, is attached hereto.

Note: All addenda must be acknowledged by the Offeror in the Technical Proposal.

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Request for Proposals
Cloud-Based Contract Compliance Software
Administering, Monitoring, and Reporting of
Minority Business Enterprise and Prevailing Wage Requirements
Questions & Answers
Addendum No. 2

Action Item

	Question	Answer
1.	Please explain the specific customizations that are needed for the overall software solutions. Specific to Prevailing wage and Diversity Compliance.	The software solution shall have the ability to track MBE overall goal and subgoals against reported and confirmed payments to the prime, and the ability to track Prevailing Wage (PW) submissions, including PW rates entered vs. PW submitted. The system shall not allow a vendor to submit payroll not in compliance with the PW rate.
2.	Please explain the specific customizations needed for reports and reporting requirements. Specific to Prevailing wage and Diversity Compliance.	Customized reports that are specific to the State's quarterly and annual reporting.
3.	Please explain specifically what is needed from the new solution that the existing solutions do not offer.	Please refer to Section 3 of this RFP for the scope of work.
4.	Please explain the direction on data migration specific to prevailing wage if any discussions or direction from incumbent system, has there been any indication how that information will be sent and in what format?	No data migration will be included in this scope of work. Existing contracts will utilize the current solution.
5.	Do you wish to use the new prevailing wage monitoring system for field inspections and onsite interviews?	No.

6.	Do you need employees to log time daily per project/site within the prevailing wage system?	No.
7.	Are there additional services needed that you are not currently receiving from your existing solutions? i.e., CUF Reviews	Please refer to Section 3 of this RFP for the scope of work.
8.	Do you wish to use the new system to set contract-specific goals for diverse business and/or local worker utilization?	No.
9.	Can you please provide a list of the "Departments" that will require delegated authority/access to the system.	Compliance, Workforce Development and Project Management teams.
10.	What is the value of the contracts (i.e., dollar amount for annual construction volume) for which CPRs would be tracked in the system?	Up to \$1 Billion.
11.	Since each Maryland County sets their own prevailing wages - How many different counties within Maryland do you typically perform construction projects within?	All counties.
12.	Do you currently manage your own wage rates within LCPTracker or does LCPtracker update the rates on your behalf?	We request wage rates from DLLR and MSA and LCPtracker inputs them into LCPtracker.
13.	Regarding the Scope of work (3.2.c), to satisfy the requirements for "tracking all types of contracts", are there characteristics unique to any particular contract type, or should	All contracts will be managed in the same manner.

	all contract types be tracked in the same way? If there are characteristics or data points unique to any particular contract type, which contract types are those and what are their unique data points/characteristics?	
14.	Regarding the Scope of work (3.2.d), is it the case that each project should belong to a single department, unit or program? In other words, if a contract is associated with a single program, should that contract be visible to MSA users that are outside of that program as well?	All MSA users shall have access to all contracts.
15.	Regarding the Scope of work (3.2.i), when referencing being able to “download such information into the project file after award” is this related to the award of a contract to the vendor being tracked, or in reference to some other award? What is the project file? Is it the set of data related to a single project, presumably the one under which the contract to the tracked vendor is being awarded?	3.2.i should read “Track vendors (both prime and subs) for all applicable projects. Be able to download such information into the project file after closeout ”. Data shall be able to be extracted from the system via standard data type (i.e. pdf, excel, etc.) for project archiving.
16.	Regarding the Scope of work (3.2.k), what exactly is meant by workforce utilization data? Is this assumed to be the set of data captured in the DOL Employment Utilization Report (CC-257)?	The system needs to have a way to differentiate employees working multiple projects with multiple crafts/classifications. CC-257 is not used by MSA.
17.	Regarding the Scope of work (3.2.k), what data points would need to be tracked for residency and hiring efforts?	Zip codes and city/county boundaries. Many zip codes are crossover zip codes, so more precise tracking is needed. For example: KML format.

18.	Regarding the Scope of work (3.2.s), is the technical, security, and user reporting something you would expect to have access to from within the application, or would it be permissible for these reports to be rendered and submitted upon request?	MSA needs to be able to access the reports from within the system.
19.	<p>“A copy of the license/authorization agreement shall be included in the technical proposal.”</p> <p>Q: If the offeror is the manufacturer and inherently authorized to provide and license the software, what authorization is required?</p>	An End User License Agreement (EULA) should be provided with the submission to satisfy this requirement.
20.	<p>“MSA’s Capital Projects Development Group (CPDG) is overseeing one hundred fifty (150) contracts and estimates overseeing over two-hundred and fifty (250) contracts in the next four (4) years.”</p> <p>Q: For Certified Payroll, our software is priced by the annual total dollar amount of contracts being processed. What is the approximate total dollar amount of contracts with the prevailing wage requirements?</p>	See response to question #10.
21.	“Be able to track all types of contracts, including construction and related professional service contracts (such as architectural, engineering, consulting, etc.). This information needs to be able to track on a total Project basis, as well as subordinate procurements such as general contractors,	Yes and yes.

	<p>architectural, miscellaneous consultants, etc. “</p> <p>Q: Does MSA need to be able to track blanket order agreements or master agreements?</p> <p>If yes, does MSA require reporting supplier diversity participation aggregated at the Master Agreement? At the Task Order?</p>	
22.	Please share a list of the B2Gnow modules currently utilized by MSA.	Contract Compliance.
23.	Please share a list of the LCPTracker modules currently utilized by MSA.	Prevailing Wage.
24.	<p>“All subcontractor payments shall be capable of being reported and verified electronically, including whether payment was made promptly. Preferably, the system will contain the ability to notify the subcontractor via email at the time of input by prime;”</p> <p>Do subcontractors have access to the system to verify payments?</p> <p>Do subcontractors have access to the system to submit payrolls?</p> <p>What is the MSA prompt payment policy?</p>	<p>Subcontractors have access to the system to verify payments and have access to the prevailing wage system to submit payrolls. Prompt payment policy is that MBEs should be paid when their subprimes are paid. Payment must be made within 30 days.</p>
25.	“Track actual MBE participation against MBE participation goals and subgoals and by MDOT minority/woman categories with no limit on tiers;”	<p>We currently do not have any DBE projects and have only monitored one in the past. The system should have the ability to monitor DBE participation for federally funded projects. The system shall have the ability to track Small Business Reserve</p>

	<p>Does MSA want the system to track SBE participation for SBR Program?</p> <p>Does MSA want the system to track DBE participation for federally funded contracts?</p>	(SBR) which mirror the tracking needs of MBE if required by project.
26.	<p>“Track actual MBE participation against MBE participation goals and subgoals and by MDOT minority/woman categories with no limit on tiers;”</p> <p>Does MSA desire the system to set subgoals by contract based upon the availability of MBEs?</p>	No, MSA will set all goals.
27.	<p>“Must provide training and software support team services that include implementation, configuration, system usage, data management, technical, security, and user reporting.”</p> <p>What type of training is preferred for MSA Staff?</p> <p>Is pre-recorded webinar training preferred for prime and subcontractors?</p>	On site/in person training is preferred. Prerecorded webinars, email and phone support are required. Our projects have a wide range of subcontractors, from as few as two subcontractors to as many as 300.
28.	<p>Should the financial Proposal be submitted on May 28th via the link as Volume II?</p> <p>What is expected to be submitted in Volume II?</p>	No. Please refer to the requirements of the RFP, as amended.
29.	<p>In the current systems, do contractors have the same login credentials or is there a login for each system?</p>	There is a login for each system.

30.	<p>Given the length of time MSA has utilized the current systems, were there any custom functions or reports implemented? If so, what are the requirements needed in the new system.</p>	<p>The current system has a custom report for State reporting. (See response to Question #2).</p> <p>Workforce Development has custom report capabilities with city/county boundary lines integrated to track residency.</p>
31.	<p>For the Prevailing Wage requirement, does MSA utilize LCPTracker to audit Certified Payrolls for compliance with the state wages?</p> <p>For the Prevailing Wage requirement, does MSA utilize LCPTracker to audit Certified Payrolls for compliance with the Davis Bacon wages?</p>	<p>Yes.</p> <p>MSA does not typically utilize the Davis Bacon rate as it is a Federal program. The system shall have the capability to track compliance as needed.</p>
32.	<p>What Wage Determinations does MSA require to be uploaded to the Prevailing Wage system? How frequent are the uploads?</p>	<p>The rates are added to the system at project start-up but should be updated as needed in event new determinations are made.</p>
33.	<p>How many records of data does MSA require to be transferred from the B2Gnow system?</p> <p>In what format will MSA provide the data? How are the data files related?</p>	<p>See the response to Questions #4 and 15.</p>
34.	<p>How many records of data does MSA require to be transferred from the LCPTracker system?</p> <p>In what format will MSA provide the data? How are the data files related?</p>	<p>See the response to Questions #4 and 15.</p>
35.	<p>Are you currently using a system to track both the MBE (Minority Business Enterprise) and the PWC (Prevailing Wage Compliance</p>	<p>See the response to Questions #88.</p>

	Reporting)? If so, what is/are the names of the system/s?	
36.	If there is a current system, is it on-premises or a cloud base system?	Cloud based.
37.	If the existing system is a cloud based, how much do you pay in licensing fees for the system?	The current overall contract value is \$614,816.60.
38.	How many concurrent users is your current system able to support?	Unlimited.
39.	Do you have any data requirements that you can share?	See Section 3 of this RFP.
40.	Do you have detailed functional and technical systems requirements that you can share?	See Section 3 of this RFP.
41.	Who currently provides operations and maintenance (O&M) for this system?	The software providers.
42.	Are you looking to replace this system?	See Section 3 of this RFP.
43.	If you are not looking to change the system, are there a list of core functionalities that you are currently missing from the current system that you need?	See Section 3 of this RFP.
44.	Are you looking to build extensions/enhancement/customizations to the current system?	This is a new procurement. Please see Section 3 of this RFP.
45.	Can we propose a new system and what are non-negotiable	Yes, See Section 3 of this RFP.

	functionalities that you must have?	
46.	On the scope of work in section 1 on interconnectivity with MDOT, is this an integration request of will some kind of periodic download and secure transfer work?	The current capabilities are explained in the answer to Question #70; however, this is not a requirement of the RFP.
47.	Does your organization have a preferred UI (User Interface) requirement? If so, will it be listed in your technical and functional requirements?	No.
48.	Is the organization open to offshore resourcing or does the resourcing for implementation have to be US based only?	The successful Offeror shall be US based.
49.	Please provide details about the incumbent contractor, contract value and period of performance.	The incumbent is AskReply, Inc./B2Gnow. The contract value and period of performance are \$614,816.60 and July 15, 2016 to present, respectively.
50.	What's the budget set aside for this opportunity?	This information is not available at this time.
51.	What are the expectations around integration or data import from legacy systems or existing datasets?	No integrations or data imports are expected at this time.
52.	Can you clarify the expected frequency of data backup and the required data retention policy?	Daily backups are expected with documents retained for 7 years from substantial completion of contract.
53.	Are there preferred vendors or specific protocols for cybersecurity and data encryption?	No.

54.	Will MSA provide sample data sets or templates for the required reports during the demonstration phase?	Yes.
55.	Will user authentication require integration with any identity management systems (e.g., SSO or LDAP)?	No.
56.	What specific use cases or scenarios will MSA expect vendors to walk through during the demonstration?	Contract setup, goal monitoring steps and reporting capabilities.
57.	Are there minimum usability standards or UI/UX expectations that vendors should prepare for in the test environment?	No.
58.	Will price proposals be based solely on license and implementation costs, or should they include training, support, and updates for the full 5-year term?	The fee shall be inclusive of all costs.
59.	If submitting for both MBE and Prevailing Wage modules, should the financial proposal reflect a bundled or separate cost breakdown?	Per the RFP, the financial proposal is not being requested at this time. MSA will send out instructions to short-listed Offerors only regarding the submission of financial proposals.
60.	Is there a preference for Maryland-based businesses or small/minority-owned vendors during evaluation?	No. However, a reciprocal preference may apply to Maryland resident businesses per section 5.4 of the RFP.
61.	Will MSA consider extending the proposal submission deadline to at least 2 weeks after responses to questions are shared with vendors?	Please see Addendum No. 1.

62.	Are you looking for the software provider to download the reports and analyze the data, or are you using in-house staff for these functions?	MSA is using in-house staff to download reports and analyze data.
63.	Does the five (5) year experience apply to the Offeror team (prime, subcontractor and/or solution)?	It applies to the Offeror, as defined in section 1.2.k of the RFP.
64.	Please confirm that Financial Proposals are not due at the time of Technical Proposal submission .	Confirmed. Please see Section 4 of the RFP.
65.	Ref: "The intent of the RFP... is not for a consultant to perform compliance functions on MSA's behalf." Can you please clarify who will perform these functions and if the users of the compliance will be MSA personnel or external vendors?	MSA personnel.
66.	Can the MSA provide the estimated construction value of the referenced "current 150 contracts" and "estimated 250 contracts"?	See Response to Question #10.
67.	Can you provide some information about legacy data and how much legacy data will be migrated to the new platform from the existing 150 contracts? What is the average size of a contract submission, to better understand the storage requirements?	Please See Response to Question #4.
68.	What is the expected volume of data with the defined 250 contacts over the next four (4) years?	The volume of data will vary per project.

69.	Can you better define the user community (number of internal users, user types, number external users, external user types)? Are the ten (10) daily users mentioned in the pre-proposal conference, the MSA internal team or power users?	Please see Response to Question #71.
70.	Ref: “Interconnectivity with MDOT”. Can you please clarify if integration with MDOT systems is needed, and if so what systems?	Our current system integrates with MDOT and allows for semi real time certification information for MBEs including their NAICS code graduation status information retrieval. Please note that while this is a current system capability this is not a requirement of the RFP.
71.	Ref: “Must accommodate an unlimited number of users” is this in reference to internal; users, external users or both? Is MSA able to provide any information about the number of concurrent internal users and the estimated concurrent number of external users?	We currently have approximately 50 internal users for our systems. They are subcontractor based and those profiles can hold as many users as they would like for their individual profiles.
72.	Can MSA provide the vendor (external) functionality needed for the system? How would vendors interact with the system (e.g. what information should be entered by vendors, do vendors register with the system?)	See Section 3.2 of RFP.
73.	Could MSA describe the key stakeholders or user groups who will interact regularly with the system?	MSA employees, Primes and Subcontractors (MBEs and Non-MBEs).
74.	What user feedback mechanisms does MSA envision during and post-implementation?	Not clear on the intent of the question.

75.	Can you provide context to the limitations on the current platform you are looking to resolve?	See Section 3 of RFP for scope of work.
76.	Could you provide examples of specific reports MSA currently generates or expects needed from this software?	20% audit report for prevailing wage, manpower breakdown backup report, manpower breakdown report, payroll details report, primes and subcontractors on contracts with payments, all payments detail, late CPR summary report, certified payroll summary report, multiple CPR's report.
77.	Are there particular metrics or KPIs that MSA prioritizes in compliance monitoring?	Compliance with MBE goals and certified payrolls. Others may be needed as required.
78.	Can MSA detail its expectations about first training for users (e.g., format, duration, ongoing support, quantity of participants)?	Please see the response to Question #27.
79.	What levels of user support are expected (e.g., dedicated support, response times)?	Please see the response to Question #27.
80.	Does MSA foresee expanding the system functionality beyond MBE and prevailing wage tracking in the future?	Not at this time.
81.	Are there plans or needs to scale the system to other departments or agencies beyond CPDG?	Not at this time.
82.	What is MSA's ideal timeline for system implementation and going live?	As soon as possible. Offeror to provide their anticipated schedule.
83.	Understanding you want a solution which is turnkey. There will be MSA specific requirements	See response to Question #82.

	which will need to be configured upon award. Are there key milestones or internal deadlines that should be considered?	
84.	Is there a requirement or preference for migrating historical data into the new solution? If so, what types and volumes of data?	See response to Question #4
85.	Does MSA expect the vendor to proactively manage updates and notifications regarding regulatory compliance?	Not as it pertains to regulatory compliance.
86.	What are MSA's specific audit requirements for compliance documentation and reporting?	Timely reporting/confirmation of payments and Commercially Useful Function ("CUF") violations.
87.	Are there particular formats or standards (e.g., specific compliance frameworks) the documentation must adhere to?	See response to Question #2.
88.	Can you provide the name and platform of the existing / legacy system (s)? Is the existing platform a cloud-based solution?	LCPtracker and B2Gnow.
89.	Will MBE vendors have access to the system? Will there be a public facing portal?	MBEs will have access to the system as they will need to confirm payments made to them on contracts.
90.	Are you able to share the budget for the Cloud Based Contract Compliance Software project for the base 5-year period?	No.
91.	What is the Maryland Stadium Authority's projected budget in terms of dollars for this RFP?	Unknown at this time.

92.	What is the Maryland Stadium Authority's expected overall timeline and strategy for transitioning from their existing M/WBE prevailing wage and their certified payroll compliance tools to the new, proposed cloud-based solution?	See response to Question 82.
93.	What is the Maryland Stadium Authority's expected total dollar value of the approximate 150 projects to be initiated over the next few years?	See response to Question #10.
94.	Is the Maryland Stadium Authority open to ancillary services such as M/WBE prevailing wage compliance, follow up investigations on any identified non-compliant vendors, etc.?	No.
95.	<p>Were there any audits or reviews completed of project expenditures with M/WBE prevailing wage and certified payroll compliance components?</p> <p>a. Was there any external oversight or management by a third-party vendor?</p> <p>b. If audits and/or reviews were conducted, are there any resulting reports available for review?</p>	No.
96.	Are there any specific business licenses that the Maryland Stadium Authority requires (or prefers) proposers to have? If yes, please list those licenses and the name of the organization that issues them.	This information was provided in the RFP. Please refer to section 2. Offerors shall also be in good standing with SDAT, per section 1.35 of the RFP.

	a. Are there any specific business licenses that the Maryland Stadium Authority requires (or prefers) sub-contractors to have?	
97.	<p>Are there any specific personal certifications that the Maryland Stadium Authority requires (or prefers) proposers to have? If yes, please list those licenses and the name of the organization that issues them.</p> <p>a. Are there any specific business licenses that the Maryland Stadium Authority requires (or prefers) sub-contractors to have?</p>	See response to Question #96.
98.	To what extent can the required services be performed remotely, and what services will need to be provided in person?	Services can be rendered remotely to the extent possible. In person meetings, training, etc. may be required to effectively complete the scope and as requested by the Contract Manager.
99.	Are the customized reports to be in a standard pre-defined or ad hoc format?	Both.
100.	What is the overall objective of the Contract Compliance Software project as stated in the RFP?	See Section 3 of RFP.
101.	How many contracts is the MSA currently overseeing under the CPDG, and what is the projected number over the next four years?	Currently, 152. Future, TBD.
102.	What specific functionalities are required in the proposed Solution to meet the compliance tracking needs?	See Section 3 of RFP.
103.	Is the proposed Solution expected to interface with existing MSA	See response to Question #51.

	systems, or will it operate as a standalone platform?	
104.	How should the Solution handle workforce utilization data, and what specific reporting capabilities are required for certified payroll input?	See response to Question #2.
105.	What are the data management and reporting capabilities expected in the proposed Solution, particularly in terms of exporting data?	See response to Question #15.
106.	What security protocols and data backup requirements are outlined in the RFP for the proposed Solution?	See response to Question #52.
107.	What criteria will be used to evaluate the Technical Proposal, and what percentage weight is allocated to technical versus financial criteria?	Please see Section 5 of the RFP.
108.	What documentation is required in Attachment A - Bid/Proposal Affidavit?	A completed Bid/Proposal Affidavit is required with the submission of Technical Proposals. Please refer to the instructions in Attachment A.
109.	How does the MSA intend to manage intellectual property rights for data and reports generated through the proposed Solution?	MSA shall own all system data and reports generated.
110.	What is the expected volume of data and number of users that will interact with the system on a daily basis?	See Response to Question #71.

111.	What is the expected volume of data and number of users that will interact with the system on a daily basis?	See Response to Question #111.
112.	Will you be accepting out of state proposals, and out of state subcontractors, if applicable? What business licenses or personal certifications is the Maryland Stadium Authority expecting?	MSA accepts proposals from out of state Offerors. See question #96.
113.	What timeframe is being allowed for transition?	See Response to Question #82.
114.	Can we assume this is a maintenance RFP and you are not entertaining the idea of a new solution that combines both compliance needs?	See Section 3 of RFP.
115.	What is the annual dollar amount for the contracts for labor management?	See Response to Question #91.
116.	Will MBE vendors have access to the system? Will there be a public facing portal?	See Response to Question #89.
117.	What are the specific integration requirements with existing systems at MSA?	See Response to Question #51.