

MONTGOMERY COLLEGE • OFFICE OF BUSINESS SERVICES
IT INFRASTRUCTURE PRODUCTS, SOFTWARE & SERVICES
RFP NUMBER: E526-007
RFP CLOSING DATE AND TIME: APRIL 24, 2026 @ 3:00 PM



ADDENDUM #1

Issued: April 13, 2026

ADDENDUM FOR THE PURPOSE OF:

- To replace Section 4.2 Data Protection – first paragraph with the following paragraph:
“All college vendors or potential vendors who provide technology resources or services in the form of software, hardware, electronic content, or support documentation and services as well as those vendors who host and/or process College data in support of service offerings must provide evidence of its security program and posture applies to any proposed solution at the time of evaluation and procurement of a product. This includes the satisfactory completion (as determined by Montgomery College IT Security personnel) an associated questionnaire(s) on security and privacy controls, and/or provide supporting documentation, e.g. SOC 2 report. *Note: The College reserves the right to disqualify any bidding firm that fails to provide a satisfactory questionnaire and/or current SOC 2 report, upon request.”
- To replace Section 2.4 Information Technology Infrastructure Categories –with the following Paragraph:
Offerors may respond to one or more of the six categories listed below. It is anticipated that multiple awards will be made in each Category and responding firms may be awarded in one or more categories:
 - ✚ **Category 1** – Network Hardware and Software
 - ✚ **Category 2** – IT Security
 - ✚ **Category 3** – Data Center Infrastructure
 - ✚ **Category 4** – Telecommunications
 - ✚ **Category 5** – Systems and Storage
 - ✚ **Category 6** – Labor
- To extend RFP closing date, from April 17, 2026 at 3:00 pm, to **April 24, 2026** at 3:00 pm.
- To provide the questions and answers on pages 3 – 6 of addendum.

All other specifications, terms and conditions remain unchanged.

A handwritten signature in black ink, appearing to read 'Patrick Johnson', written over a horizontal line.

Patrick Johnson, MBA
Director of Procurement

Please **sign** below to acknowledge receipt of this Addendum, and return with the proposal. Failure to return this Acknowledgement of Addendum may deem a proposal nonresponsive.

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ADDENDUM #1 – continued

Issued: April 13, 2026

NOTE: All proposals MUST BE RECEIVED **electronically** by 3:00pm Eastern Daylight Time (EDT) on **April 24, 2026**

Electronic proposal and addendum or addenda shall be sent to the following email address prior to the submittal deadline date and time at vendor.proposals@montgomerycollege.edu. **No responses will be accepted after this date and time.**

Company Name

Authorized Signature

Date

Printed/Typed Signature

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Vendor Questions	MC Response
<p>1. Are we required to complete Attachment G? I don't understand this purchasing team rider clause or if/how it applies. Are you able to clarify?</p>	<p>The Mid-Atlantic Purchasing Team (MAPT) Cooperative Rider Clause is a provision that allows other public agencies to "ride," or piggyback, on a contract awarded by the lead agency (MC). This clause notifies vendors that designated public entities may utilize the contract under the same terms and conditions. It is provided for informational purposes only and does not require any action from the vendor unless an Offeror elects not to permit participation under the contract.</p>
<p>2. In <i>Section 6</i>, the sections for proposal response are stated. However, requirements for the proposal response are also provided in <i>Sections 3 and 4</i>. Does Montgomery College expect offerors to respond to every subsection of Sections 3 and 4 in their technical response? Please clarify the proposal organization requirements.</p>	<p>As stated in the RFP, Section 6 outlines the required structure and format for proposal submissions and should be used as the primary guide. Sections 3 and 4 outline qualification & experience requirements. Offerors are expected to ensure that their technical response adequately addresses all applicable requirements outlined in Sections 3 and 4, as relevant to the services being proposed. We encourage all offerors to carefully review the RFP in its entirety to ensure full compliance with submission requirements.</p>
<p>3. In <i>Section 2.3</i> Scope of Work & Services there is a requirement to respond to 2.3.1 Infrastructure Products, 2.3.2 Software and Licensing, and 3.2.2 Professional and Managed Services. Are these meant to be responded to as subsections within each of the 6 categories (Section 2.4) an offeror is responding to or are these meant as standalone areas separate from the 6 categories to be responded to? Please clarify.</p>	<p>Bidding firm's proposal must address sections 2.3.1, 2.3.2, and 2.3.3 of RFP. In addition, 2.4 (Information Technology Infrastructure Categories) simply reflects hardware, software and associated labor that may be purchased under the resultant contract. Bidding firm's proposal should also include all categories outlined in section 2.4, that it can offer under the contract.</p>
<p>4. The RFP mentions three positions in <i>Section 3.2</i>, Account Manager, Sales Engineer and Solutions Architect. The RFP states that resumes must be provided for the Sales Engineer and Solutions Architect as part of the proposal. Does a resume for the Account Manager also need to be included as part of the proposal? Please clarify which positions require resumes as part of the proposal.</p>	<p>The RFP states that resumes must be provided for the Sales Engineer and Solutions Architect or similar position only as part of the proposal. Account Manager is not required.</p>
<p>5. Will the College consider extending the due date by 2 weeks?</p>	<p>The closing date has been extended to April 24, 2026 at 3:00 p.m.</p>
<p>6. If an Offeror seeks award in multiple categories, does that automatically make the Offeror eligible for consideration as a Solutions Contractor, or must the Offeror explicitly state that intent and provide a distinct integrated-solution narrative in its Technical Proposal?</p>	<p>An Offeror seeking award in multiple categories is not automatically considered for designation as a Solutions Contractor. Offerors must explicitly state their intent to be considered as a Solutions Contractor and provide a clear, integrated-solution narrative within their Technical Proposal.</p>
<p>7. Please confirm whether an Offeror that is awarded a category, but not initially awarded a specific brand within that category, may later request that brand be added through contract modification, subject to college approval.</p>	<p>Yes.</p>

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<p>8. <i>Section 2.4</i> shows Category 2 as Telecommunications and Category 4 as IT Security, but <i>Section 2.4.1</i> appears to list them differently. Can you please confirm the correct category numbers and which manufacturers belong to each category?</p>	<p>See cover page of Addendum. The paragraph has been replaced with the revised paragraph.</p>
<p>9. <i>Section 3.6</i>, Will the College accept a link to a list of an offeror’s certifications, rather than as separate attachments?</p>	<p>Yes.</p>
<p>10. Should pricing remain firm for 120 days after the proposal submission deadline or after contract award? These provisions are contradictory and materially impact pricing risk.</p>	<p>The basis of pricing for any award resulting from this RFP will be based on a percentage discount from Standard Educational List Price (SELP). An actual price proposal is not required as part of this solicitation.</p>
<p>11. What criteria and scoring thresholds determine Solutions Contractor designation? Are Solutions Contractor awards separate contracts, or a designation applied to already-awarded IDIQ vendors?</p>	<p>See all of <i>Section 5</i> of the RFP document. Evaluation criteria is provided in detail.</p>
<p>12. Please confirm the correct category numbering. There is a direct conflict between <i>Sections 2.4</i> and <i>2.4.1</i> in the labeling of Categories 2 and 4.</p>	<p>See cover page of Addendum. The paragraph has been replaced with the revised paragraph.</p>
<p>13. Is full coverage of all listed brands/products required within each category, or may Offerors propose partial capabilities within a category?</p>	<p>Full coverage of the listed, hardware, software and services brands/products is highly desired, but are not be limited to the list and/or providers. Vendors are encouraged to offer other industry leading hardware & software solutions.</p>
<p>14. Does the background check requirement apply to all offerors across all six categories, or is it specific to Category 6 (Labor) and categories where contractor staff will have on-site College access?</p>	<p>The College requires specific background and reference checks for each placement. Any potential contractors who would be working on-site are required to undergo the necessary background and reference checks.</p>
<p>15. Is there a required form or format for acknowledging addenda, or is a written statement within the transmittal letter sufficient?</p>	<p>The Offeror should acknowledge and sign the cover page of the Addendum and return with the proposal submission.</p>
<p>16. Please confirm that there are no font size requirements, no font type requirements, and no page limits.</p>	<p>There are no font size or font type requirements, and no page limits.</p>
<p>17. <i>Section 2.4</i> states that Offerors for all categories shall submit a resume for their proposed Solutions Architect, while <i>Section 3.2.2</i> states that this is required only for Offerors seeking to be considered as Solutions Contractors. Please clarify which instruction applies.</p>	<p>The RFP states that resumes must be provided for the Sales Engineer and Solutions Architect or similar position only as part of the proposal. Account Manager is not required.</p>
<p>18. <i>Section 2.4</i> lists Category 2 as Telecommunications and Category 4 as IT Security, while <i>Section 2.4.1</i> appears to reverse those labels. Please confirm the correct category numbering and corresponding manufacturer/category alignment.</p>	<p>See cover page of Addendum. The paragraph has been replaced with the revised paragraph.</p>
<p>19. The title page states that prices must remain firm for 120 days after proposal closing, while <i>Section 1.5</i> states 120 days after award date. Please confirm the correct proposal validity period.</p>	<p>The basis of pricing for any award resulting from this RFP will be based on a percentage discount from Standard Educational List Price (SELP). An actual price proposal is not required as part of this solicitation.</p>
<p>20. If an Offeror bids Category 6 – Labor and proposes subcontractor personnel, is the College seeking resumes only for</p>	<p>The RFP states that resumes must be</p>

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key proposed lead personnel, or for all labor categories that may be provided under future task orders?	provided for the Sales Engineer and Solutions Architect or similar position only as part of the proposal. Account Manager is not required.
21. For proposed personnel resumes, should resumes be included within the main Technical Proposal narrative, or may they be provided as an appendix/attachment to the Technical Proposal?	See answer provided on question 20.
22. <i>Sec 3.15: Background and Reference Checks Requirements;</i> Are only on-site engineers required to undergo background checks or would all personnel involved in the sales and engineering process for Montgomery College sales also be required to undergo background checks? Would off-site engineers providing remote services (engineers who would access MC internal infrastructure thru secure systems) also require background checks? Please also indicate if non-technical personnel such as account managers, order processors or inside salespeople must pass background checks. Please provide any clarification you can.	The College requires specific background and reference checks for each placement. Any potential contractors who would be working on-site are required to undergo the necessary background and reference checks.
23. <i>Sec 4.2: Data Protection;</i> Will vendors who do not intend to host ANY Montgomery College data or applications on vendor premises be required to fill out the security questionnaire and/or SOC 2 report? Is this requirement intended to be for the specific solution that is being proposed (which usually is based on the security status of the OEM or Software Publisher) or is it based on the security status of the vendor/reseller of the IT product? Essentially, will a vendor/reseller be disqualified from E526-007 in its entirety if they are not SOC 2 compliant?	Section 4.2 (Data Protection) applies to any proposed solution at the time of evaluation and procurement of a product, rather than at the time of contract award. Data protection and accessibility requirements are only applicable if the product or solution being procured falls within the scope of those requirements.
24. Would also like to request an extension of the due date of 1 week to April 24th.	The closing date has been extended to April 24, 2026 at 3:00 p.m.
25. Clarification related to <i>Category 6: Labor.</i> Specifically, could you please advise whether there is an existing incumbent contractor or contractors performing work under Category 6? If so, to the extent permitted, any high-level information regarding the incumbent(s) would be helpful for proposal planning purposes.	Yes, there are existing incumbent contractors performing work under Category 6. Providing professional and managed Services.
26. Should OEM or Software Publishers respond to this RFP?	Typically, the responders to the RFP are authorized resellers, rather than OEM or Software Publisher vendors.
27. Can the College confirm whether there are any Minority Business Enterprise (MBE) or Women Business Enterprise (WBE) participation goals associated with this solicitation? If so, please provide the required percentage and any documentation or reporting requirements.	No, however minority vendors are encouraged to respond to this solicitation in accordance with the terms and conditions, and requirements.
28. Can the College provide a detailed evaluation criteria breakdown, including scoring weights for hardware, software, services, pricing, and qualifications?	See all of Section 5 of the RFP document. Evaluation criteria is provided in detail.
29. Please clarify how the College will evaluate vendors proposing across multiple categories versus those proposing in a single category, and how "Solutions Contractor" designation impacts award decisions and task order opportunities.	The College will be evaluating vendors at the category level. Vendors proposing only one single category will not be negatively affected.

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30. Can the College provide estimated annual spend by category or historical purchasing volumes to assist vendors in preparing competitive pricing and resource planning?	The contract due to expire on June 30, 2026 was awarded by the Board of Trustees for a total five-year estimated contract amount of \$25,000,000.
31. Can the College provide guidance on expected or target discount ranges for each category, or historical discount benchmarks from prior contracts?	No, not at this time.
32. Will the College allow vendors to propose select manufacturers within a category, or is authorization required for all listed manufacturers within a category?	The Offeror shall be an authorized reseller, distributor, or partner of the manufacturers for the products and solutions proposed under this RFP. Offeror is encouraged to include additional brand(s) or manufacturer(s) not listed in the Pricing Discount Proposal.
33. Can the College clarify the approval process and evaluation criteria for subcontractors, and whether subcontractors identified at proposal submission will be pre-approved upon contract award?	The prime contractor shall be responsible in all matters required by this RFP for any and all sub-contractors. Sub-Contractors must be identified with stated roles and responsibilities. Payments for goods and services will be made only to prime contractors. The College reserves the right to approve or disapprove any subcontractor who will be performing work related to the contract.
34. Can the College provide defined Service Level Agreement (SLA) requirements for support services, including response times, resolution times, and performance metrics?	No, not at this time.
35. Will manufacturer-standard warranties be acceptable where they differ from the stated requirements, and can exceptions be proposed for specific OEMs?	Yes, also see section 3.11.
36. Will the College consider certified refurbished or remanufactured equipment as part of cost-optimization strategies when aligned with manufacturer warranties?	Yes, also see section 3.8.
37. Will the College consider holding a pre-proposal conference or issuing additional clarifications to address vendor questions and ensure aligned responses?	No, questions are addressed with this addendum.
38. For vendors awarded under hardware-only categories, will they be eligible to participate in Task Order Requests that include both hardware and associated services, either independently or through approved subcontractors?	No.

******* End of Questions & Answers *******