

REQUEST FOR PROPOSALS (RFP)

CONSULTING SERVICES RELATED TO iGAMING OPERATION IN MARYLAND AND LICENSED STATES #2023-05

QUESTIONS AND RESPONSES TO WRITTEN QUESTIONS #1 26 JUN, 2023

This list of Questions and Responses to Written Questions #1 (“Q&A #1”) is being issued to clarify certain information contained in the above-named Request for Proposals (“RFP”). The statements and interpretations of Contract requirements, which are stated in the following responses 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 an agreement to or acceptance by the State of any statement or interpretation on the part of the entity asking the question as to what the Contract does or does not require. Some questions have been edited for brevity and clarity, and duplicate questions may have been combined or eliminated.

The following are questions submitted pursuant to the RFP and the State Lottery and Gaming Control Agency’s (“MLGCA”) responses to those questions:

1. QUESTION: 5.3.2.A-B Volume 1 – Technical Proposal, Page 32;
RFP lists conflicting direction in 5.3. Does the Claim of Confidentiality information go before or after the table of contents, and which tab is it? 5.3.2.A says it should go after Tab A-1. Section 5.3.2.B says it should go before the table of contents and be part of Tab A.

A. Title Page and Table of Contents (Submit under TAB A) The Technical Proposal should begin with a Title Page bearing the name and address of the Offeror and the name and number of this RFP. A Table of Contents shall follow the Title Page for the Technical Proposal, organized by section, subsection, and page number. B. Claim of Confidentiality (If applicable, submit under TAB A-1) Any information which is claimed to be confidential and/or proprietary information should be identified by page and section number and placed after the Title Page and before the Table of Contents in the Technical Proposal, and if applicable, separately in the Financial Proposal. An explanation for each claim of confidentiality shall be included (see Section 4.8 “Public Information Act Notice”). The entire Proposal cannot be given a blanket confidentiality designation - any confidentiality designation must apply to specific sections, pages, or portions of pages of the Proposal and an explanation for each claim shall be included.

ANSWER: If Applicable, the Claim of Confidentiality, shall be placed after the title page with identifying location (Page / section) with an explanation for each claim.

2. QUESTION: 5.3.2.G Experience and Qualifications of Proposed Staff, Page 33; In Section G. Experience and Qualifications of Proposed Staff (2), it states: "Include individual resumes for Key Personnel" Are bios in a narrative format acceptable in lieu of formal resumes?

ANSWER: Resume format can include formal, functional or non-traditional forms as long as the pertinent qualifications of the identified personnel is included.

3. QUESTION: Section 7 RFP ATTACHMENTS AND APPENDICES Table 1, Page 38;

In Section 7 - RFP ATTACHMENTS AND APPENDICES, it states "All forms and affidavits applicable to this RFP, including any applicable instructions and/or terms, are identified in the "Applies" and "Label" columns in Table 1." Does this mean that only the Forms and Affidavits marked "Y" in the "Applies?" column and "with Proposal" in the "When to Submit" column are required to be completed and submitted by the bidder with the RFP Response?

ANSWER: Yes, only the forms designated with a "Y" are required. The adjoining column, "When to Submit" defines the schedule for those that apply.

4. QUESTION: Section 7 RFP ATTACHMENTS AND APPENDICES Table 1, Page 38;

In Section 7 - RFP ATTACHMENTS AND APPENDICES, it states "For paper submissions, submit two (2) copies of each with original signatures. All signatures must be clearly visible." In regard to these documents, are electronic signatures considered "original signatures"?

ANSWER: If signatures adhere to Digital Signature Standards (DSS), they can be used. DSS are a set of rules and parameters that allow tracking of the signature to verify the identity of the signer. For a digital signature to be authentic, it must adhere to all DSS regulations.

5. QUESTION: Section 7 RFP ATTACHMENTS AND APPENDICES Table 1, Page 38;

For Section 7 (RFP Attachments & Appendices), should the B-Financial Proposal Instructions & Form be left out of the technical proposal and only included in the financial one?

ANSWER: PER RFP SECTION 5.2.3

Offerors shall provide their Proposals in two separately sealed and labeled packages as follows:

A. Volume I - **Technical Proposal** consisting of:

- 1) One (1) original executed Technical Proposal and all supporting material, marked and sealed;
- 2) Four (4) duplicate copies of the above separately marked and sealed;
- 3) An electronic version of the Technical Proposal in Microsoft Word format, version 2016 or later;
- 4) The Technical Proposal in searchable Adobe PDF format; and
- 5) A second searchable Adobe PDF copy of the Technical Proposal with confidential and proprietary information redacted (see **Section 4.8**).

B. Volume II - **Financial Proposal** consisting of:

- 1) One (1) original executed Financial Proposal and all supporting material, marked and sealed;
- 2) Four (4) duplicate copies of the above separately marked and sealed;
- 3) An electronic version of the Financial Proposal in searchable Adobe PDF format; and
- 4) A second searchable Adobe pdf copy of the Financial Proposal, with confidential and proprietary information redacted (see **Section 4.8**)

Note: Offerors are not to include any pricing or financial information in the Technical Proposal. (emphasis added)

6. QUESTION: Attachment M, Page 70;

Attachment M – Is a notarization required on the last page?

ANSWER: ATTACHMENT M is a template for the contract that will be used with the successful offeror. This document will not require a notary for the selected offeror.