

**PROJECT NO. C2015-09-P
IT SECURITY ASSESSMENT & ADVISORY SERVICES****ADDENDUM THREE**

This Addendum Three is hereby incorporated into and is considered to be an integral part of Anne Arundel Community College Project No. C2015-09-P, IT Security Assessment & Advisory Services.

1.0 QUESTIONS

- 1.1 **Question:** **Can a definition be provided for advisory services as compared to assessment and assurance?**
Answer: Assessment is a review of any of the topic areas; advisory services would be identifying and recommending security solutions and specific products/tools for their IT security environments and needs.
- 1.2 **Question:** **Can you elaborate on what would be included in Advisory Services?**
Answer: Identifying and recommending security solutions and specific products/tools for their IT security environments and needs.
- 1.3 **Question:** **If a security consulting engagement or implementation necessitates the use of a software or hardware solution to complete the assessment, can this contract be used as a purchasing vehicle for the MEEC institution to procure that software or hardware?**
Answer: No. This is a services contract only.
- 1.4 **Question:** **Please confirm that the AACC Bid Committee is willing to sign an NDA for reference info for security.**
Answer: No. The college will not sign an NDA. Please refer to Paragraph 1.9 Confidential/Proprietary Information on page 4 of the RFP.
- 1.5 **Question:** **Will total solutions including hardware and software be purchasable under this contract vehicle or purely services?**
Answer: Please see answer to question 1.3 above.
- 1.6 **Question:** **Can we add MSS (Managed/Monitored Security Services) to the bid under the 9.h SEIM?**
Answer: No. MSS is a type of service that can be requested for any of the topics under Security Related Technologies.
- 1.7 **Question:** **If we provide the assessment, can we also provide implementation?**
Answer: If you identify your firm as proposing to provide implementation for the service listed under Section 2.0 Firm's Proposed Services and you are awarded the contract for that service, then it is possible that you could provide both the assessment and implementation. It would be based on the individual MEEC member's scope of work.
- 1.8 **Question:** **How do we provide pricing based on different levels? Is "Not to Exceed" pricing allowable under this response due to the vague and expansive types of services available under each sub-category?**
Answer: All rates provided should be a comprehensive "Not to Exceed" rate.

- 1.9 **Question:** **Due to the expected turnaround time for the answers to questions (that will significantly impact the approach to the response), can an extension be granted of a minimum of 2 weeks.**
Answer: No.
- 1.10 **Question:** **Where does item 4.1 “Summary of Costs” on RFP pages 38-40 go in the customer response, either Vol I Technical or Vol 2 Submittal Documents? Should this actually be numbered 5.1?**
Answer: Please correct the item number from 4.1 to 5.1 of Section 5.0 Firm’s Price Proposal on page 38. Section 5.0 – Firm’s Price Proposal must be submitted in Volume Two Submittal Documents.
- 1.11 **Question:** **Should Section 10.0 Bid/Proposal Affidavit actually be Section 9.0?**
Answer: Yes. Please correct the Section number for Bid/Proposal Affidavit from 10.0 to 9.0 on page 7, Paragraph 2.2 under Volume Two Submittal Documents. Section 9.0 – Bid/Proposal Affidavit must be submitted in Volume Two Submittal Documents.
- 1.12 **Question:** **The checklists included in the RFP don’t appear to contain accurate Section Number information. Can you please clarify which Section you would like each Volume of the response, as well as the order in which you would like the Sections placed?**
Answer: Volume One Technical Proposal should include the following, in the following order:
Section 1.0 Title Page
Section 2.0 Firm’s Proposed Services
Section 3.0 Firm’s Qualifications and Relevant Experience
Section 4.0 References
Section 10.1 Additional Information – Subcontractor Information
Section 10.2 Additional Information – Statement of Warranty/Guarantee
Section 10.3 Additional Information – Other

Volume Two Submittal Document should include the following, in the following order:
Section 5.0 Firm’s Price Proposal
Section 6.0 Acknowledgement of Addenda
Section 7.0 Conflict of Interest
Section 8.0 Ethics Statement
Section 9.0 Bid/Proposal Affidavit
Section 10.4 Additional Information – Proof of Insurance
Section 10.5 Additional Information – Financial Stability
Section 10.6 Additional Information – Minority Participation
Section 10.7 Additional Information – Vendor Information
- 1.13 **Question:** **Does AACC have an expectation of a range for the number of firms to which AACC will award this contract?**
Answer: No.
- 1.14 **Question:** **Does AACC have a preference for a bidder to be an individual firm or for a bidder to be a team comprising a primary firm and one or more sub-contractors?**
Answer: No preference. However, if subcontractors will be utilized, their qualifications will need to be submitted under Section 3.0 Firm’s Qualifications and Relevant Experience. See 2.0 Revisions below.
- 1.15 **Question:** **Given the understanding that AACC cannot provide a guarantee on the response to this question, does AACC have a sense of how many projects AACC itself will likely award under this contract on average per year?**
Answer: No.

- 1.16 **Question:** Given the understanding that AACC cannot provide a guarantee on the response to this question, does AACC have a sense of how many projects other MEEC member institutions will likely award under this contract on average per year? Is this an overall number for the MEEC member institutions collectively? Or is this number per member institution per year?
- Answer: We are unable to provide this information.
- 1.17 **Question:** Given the understanding that AACC cannot provide a guarantee on the response to this question, does AACC have a sense of the expected distribution between 1) Security Assessment, 2) Implementation Service, 3) Advisory Service, and 4) Staff Augmentation of the projects AACC itself will award under this contract on average per year?
- Answer: No.
- 1.18 **Question:** Given the understanding that AACC cannot provide a guarantee on the response to this question, does AACC have a sense of the expected distribution between 1) Security Assessment, 2) Implementation Service, 3) Advisory Service, and 4) Staff Augmentation of how many projects other MEEC member institutions will likely award under this contract on average per year? Are these overall numbers for the MEEC member institutions collectively? Or are these numbers per member institution per year?
- Answer: No.
- 1.19 **Question:** The Deliverables section of Part Five of the RFP appears to imply that a Findings Report is a required deliverable of all projects awarded under the contract. While the delivery of a Findings Report clearly fits within the context of a Security Assessment and can readily fit within the context of an Advisory Service activity, we request that AACC expand on what type of Detailed Findings AACC expects to see within the context of an Implementation Service or a Staff Augmentation project.
- Answer: Please see answer to question 5.4 on Addendum Two dated 1/16/15.
- 1.20 **Question:** The College has indicated that it is encouraging Minority Business Enterprises (MBE) to respond to this solicitation, yet it is also requiring firms to hold \$5,000,000 in cyber liability insurance on top of all the other insurance requirements. Considering that security assessment, advisement, and augmentation services would not require storage of PII or PHI information (this would be stored at the College/MEEC sites) it appears that there would be very little ability for a MBE to obtain this type of insurance. In addition, there is great discussion currently in the reinsurance market with reinsurance firms not wanting to write cyber liability for anyone right now. We ask that the College revisit this specific requirement in light of the extensive other insurance requirements.
- Answer: The issue is not so much a storage issue but an access issue. We understand coverage is available in the insurance market. We would be agreeable to having a lower limit of \$1,000,000
- 1.21 **Question:** The vendor respectfully requests that AACC remove the Network Security/Cyber Liability Insurance requirement from the RFP.
- Answer: No.
- 1.22 **Question:** If AACC is not willing to completely remove the Network Security/Cyber Liability Insurance requirement, the vendor respectfully requests that such requirements be placed within individual statements of work as necessary, allowing member institutions to provide detail on the specific insurance requirement given the scope of work.
- Answer: No.

1.23 **Question:** If AACC is not willing to remove the Network Security/Cyber Liability Insurance requirement from the RFP, the vendor requests definitions and detail on the coverages and protections expected by AACC for the member institutions. Given the newness of the market, network security/cyber insurance has different definitions across almost every carrier. Coverage include both first party and third party alternatives, as well as having separate coverages for different types of concerns, including but not limited to negligence, infringement, unauthorized access, loss of digital assets, business interruption expenses, extortion, terrorism and privacy. The vendor would like to note that some mainstream carriers, including our professional liability carrier, are not offering cyber insurance give the volatility of the market. In addition, many of the coverages are not applicable to specific classes of entities, including colleges and universities. It is unclear at this point whether third party coverages are still inclusive of these classes.

Answer: Coverage should include both first party and third party alternatives, as well as having separate coverages for different types of concerns, including but not limited to negligence, infringement, unauthorized access, and loss of digital assets. There should also be coverage for “Event Management”.

2.0 REVISIONS

2.1 Page 35, #1 under Service Approach and Understanding changed to read:

1. Firm shall address their, and their subcontractor’s, qualifications, experience, and conceptual approach to providing each of the services they would like to offer (as indicated in Section 2.0 Firm’s Proposed Services) in relation to the needs of the College and MEEC member.

2.2 Page 35, #2 under Service Approach and Understanding changed to read:

2. Discuss the expertise and qualifications of your staff and subcontractors (and how it is maintained) as it relates to each of the services your firm is offering under this contract as indicated in Section 2.0 Firm’s Proposed Services.

3.0 INFORMATION

3.1 Addendum One issued on 1/14/15 (as an email)

3.2 Addendum Two issued on 1/16/15

END OF ADDENDUM THREE