

Solicitation No. PSC #11-02-13 Continuity of Operations Plan (“COOP”)

Questions and Answers August 21, 2013

Q1. Per section 3.2 of the RFP, the contractor must develop the COOP plan in accordance with the Maryland State COOP Manual (version 2.3), which is dated July 2005. Our current COOP planning practices are based on newer standards than those used in 2005, including FEMA’s Federal Continuity Directive 1 and 2 and Continuity Guidance Circular 1 and 2. These standards involve a different method of indexing COOP information than the Maryland COOP Manual and yield a different plan format than the sample COP plan outlined found in Appendix C: COOP Outline. Will our proposal be disqualified if we propose a different approach and COOP plan format than the version in the Maryland State COOP manual (version 2.3)?

Answer: The version of the COOP referred to is version 2.3, dated June 2009. That is the latest Maryland version and that is what is required. Any other approach will be disqualified.

To locate: go to: mema.maryland.gov

Click on Community Tab

Click on COOP (located on left side of page)

Click on PDF file – Continuity of Operation Manual v2.3

See attached.