

**PROCUREMENT OFFICER'S DETERMINATION  
INTERGOVERNMENTAL COOPERATIVE PURCHASING  
CONTRACT NO. 224046-ITS  
INTERDISCIPLINARY ENGINEER RESOURCE**

**I. EXECUTIVE SUMMARY**

This Determination has been executed pursuant to COMAR 21.05.09, Intergovernmental Cooperative Purchasing, to obtain one Interdisciplinary Engineer resource under an intergovernmental cooperative purchasing agreement of the Department of Information Technology (DOIT), Statewide Network Management Services Contract No. 060B8400023, from Digital Management, LLC for a price of \$199,998.81 for the period August 14, 2024 through February 10, 2026.

**II. BACKGROUND**

This contract is to fill a current position (RSO45) hired under MDOT's On Call Temporary Contingent Labor Services Contract No. STFF17FA1A that expires on August 13, 2024. The MPA Office of Information Security and Technology (OIT) has been operating under challenging conditions due to difficulties finding qualified individuals to fill the Interdisciplinary Engineer positions.

The Procurement Officer and OIT have researched other DOIT Contracts and have determined that the resources available on the Statewide Network Management Services Contract better meet the requirements of the Interdisciplinary Engineer position.

Through research into the Statewide Network Management Services Contract and after working with Digital Management, LLC, OIT has identified a resource that meets the Interdisciplinary Engineer position requirements. OIT has recommended Digital Management, LLC for award based on its ability to supply a resource meeting the requirements of this position at a labor rate that is fair and reasonable.

I concur with the recommendation of OIT. The Office of the Attorney General approved this determination for form and legal sufficiency on June 21, 2024.

**III. DETERMINATION**

- A. DOIT's Statewide Network Management Services Contract meets the requirements of an intergovernmental cooperative purchasing agreement under COMAR 21.05.09.01B(2)(a).
- B. It is in the best interest of the MPA to utilize the DOIT contract because doing so will provide cost benefits to the State as DOIT has already competitively solicited for the Statewide Network Management Services Contract. It will promote administrative efficiencies as DOIT has already deemed Digital Management, LLC responsible and it is not intended as a means to evade the purposes set forth under COMAR 21.01.01.03.
- C. The award amount is within the funding available.

- D. Making an award under DOIT's Statewide Network Management Services Contract No. 060B8400023 will save MPA the considerable time it will take to prepare a solicitation for public advertisement, obtain necessary approvals prior to publication, publish the solicitation, receive and evaluate proposals, and then complete an award. It will also provide MPA with contract pricing, procedures, and services identical to those provided by DOIT to other State agencies.
- E. Based on the aforementioned information and in accordance with the State Procurement Regulations, COMAR 21.05.09, it is my determination that Digital Management, LLC should be awarded the Interdisciplinary Engineer Resource Contract in the amount of \$199,998.81, for 2,959 hours at the hourly rate of \$67.59 for the period of August 14, 2024 through February 10, 2026.
- F. Since this procurement constitutes a procurement of information technology services for which MPA has delegation of procurement authority from the Board of Public Works (the "BPW"), approval of the award by the Maryland Port Commission and the BPW are not required.

**V. APPROVAL REQUIRED**


COMAR 21.05.09.05 provides: "Before awarding, sponsoring, or participating in an intergovernmental cooperative purchasing agreement, the procurement officer shall obtain the approval of the primary procurement unit head or designee, and any other approvals as required under this title."

*I request your approval, as designee, to procure as described in this determination, subject to completion of all other requirements of procurement law, fund certification, execution and approval of the contract (including approval by the Office of the Attorney General for form and legal sufficiency), etc.*

  
Margie A. Koppelman  
Procurement Officer

  
Date

APPROVED:

  
John Thornton  
Designee/Director of Procurement

  
Date