

Amendment 1

2024-CAM-04

1/10/2024

The following edits have been made to the Solicitation:

- Attachments A and B have been removed
- Attachment C has been relabeled as Attachment A
- The requirement of submission of a W9 has been added



Grant Solicitation for MMAP Cybersecurity Round Solicitation

Solicitation No. 2024-CAM-04

Massachusetts Technology Collaborative
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Westborough, MA 01581-3340
<http://www.masstech.org>

Procurement Team Leader:	Lily Fitzgerald
Date Issued:	12/4/2023
Date Amended:	1/10/2024
Informational Webinar:	12/15/2023 @ 11AM EST
Questions Due:	Rolling
Answers to Questions Posted:	Rolling
Applications Due:	Rolling through June 28, 2024

1. INTRODUCTION

1.1 Overview

The Center for Advanced Manufacturing (“CAM”), a division of the Massachusetts Technology Collaborative (“Mass Tech Collaborative” or “MassTech”) is issuing this Grant Solicitation for state cost share to support cybersecurity infrastructure improvement projects (Solicitation No.2024-CAM-04) (the “Solicitation”) to solicit responses from qualified manufacturers (“Respondents”) located within the Commonwealth’s borders, as part of the state’s on-going commitment to the manufacturing industry. Respondents will be applying for funds dedicated to cybersecurity infrastructure improvement grants to help protect Massachusetts manufacturers’ resources against cybersecurity threats and help enable company growth. The submissions of all Respondents shall be compared and evaluated pursuant to the evaluation criteria set forth in this Solicitation.

Mass Tech Collaborative will be the contracting entity on behalf of the CAM for the purposes of this Solicitation, and (except where the specific context warrants otherwise), CAM and Mass Tech Collaborative are collectively referred to as Mass Tech Collaborative or MassTech. Mass Tech Collaborative will enter into an ***MMAP Matching Grant Agreement and Statement of Work*** with the non-profit partners selected by the Respondents containing certain standard provisions (the “Agreement”), located [HERE](#).

1.2 Mass Tech Collaborative and the CAM

Mass Tech Collaborative is an independent public instrumentality of the Commonwealth of Massachusetts chartered by the Commonwealth to serve as a catalyst for growing its innovation economy. Mass Tech Collaborative brings together leaders from industry, academia, and government to advance technology-focused solutions that lead to economic growth, job creation, and public benefits in Massachusetts. Mass Tech Collaborative has six primary divisions: The Innovation Institute, the Massachusetts Broadband Institute, the Massachusetts CyberCenter, the Center for Advanced Manufacturing, NEMC Hub, and the Massachusetts e-Health Institute. For additional information about Mass Tech Collaborative and its programs and initiatives, please visit our website at www.masstech.org.

The mission of the Center for Advanced Manufacturing (“CAM”) is to foster the most complete, most connected, and fastest manufacturing ecosystem from innovation through production. CAM increases its impacts on the manufacturing sector by:

- Aligning investments in manufacturing to help scale businesses and commercialization of next generation technologies;
- Helping manufacturers connect to resources available to help them succeed;
- Developing, supporting and aligning workforce training programs to meet industry needs
- Supporting new initiatives from the Advanced Manufacturing Collaborative;
- Ensuring a deep pipeline for all programs; and
- Tracking outcomes and efficacy of all programs.

For more information about CAM and its programs and activities generally, please visit the website at <https://cam.masstech.org>.

2. The Grant

2.1 Grant Overview

The Massachusetts Manufacturing Accelerate Program (“MMAAP”) Cybersecurity Round provides up to \$30,000 in capital cost share for cybersecurity infrastructure improvement projects located within the Commonwealth’s borders, as part of the state’s on-going commitment to the manufacturing industry.

This Cybersecurity Round of MMAAP aims to help Massachusetts-based small to medium sized manufacturers enhance cybersecurity infrastructure to meet requirements from customers, strengthen the security of their networks, and allow them to enter additional markets.

The MMAAP Cybersecurity Round:

- **Provides CAPITAL:** Through necessary capital equipment purchases, a manufacturer will improve its cybersecurity infrastructure to help to meet cyber requirements including CMMC, ISO 27001, AICPA SOC2, or other mappable, equivalent cybersecurity frameworks.
- **Creates PARTNERSHIPS:** This program aims to make connections between manufacturers and non-profit partners to help build an ecosystem of support for our manufacturers to collaborate and rely on. These partnerships will provide assistance to help with assessments, requirements, equipment acquisition, or other cybersecurity standard compliance support. A company is required to collaborate with a non-profit, institution of higher education (community college or above), or quasi-public entity, legally organized in Massachusetts to receive funding. The manufacturer and the collaborating partner should work to define the responsibilities and tasks of the collaborating partner which should be outlined as part of the proposal. Any contractual obligations or administrative fees to be paid by the company for the collaboration should be discussed and agreed to by the company and collaborative partner organization prior to the submission of the application.

2.2 Grant Requirements and Guidance

Application	Applications as specified in Section 4 below must be completed and submitted to MassTech in response to this Solicitation.
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<p>Eligible Expenses</p>	<p>Grants are available for capital purchases of cybersecurity infrastructure only. Any capital expenditure to be funded by MassTech under this Solicitation must be one that will be accounted for by the recipient of the equipment in its financial records as a capital expenditure under Generally Accepted Accounting Principles (“GAAP”).</p> <p>Such capital expenditures could include expenditures for the purchase of new or used cybersecurity-related equipment such as badge readers, cameras, servers, network switches, or security appliances such as firewalls. The acquisition of land and existing facilities, construction of new buildings, and the renovation of existing buildings are not allowable capital expenditures in this Solicitation. Salaries of individuals at the manufacturers, as well as other operating costs including training, are not capital expenditures in this Solicitation.</p> <p>Work that has been completed or equipment purchased prior to the application submission date <i>is not</i> allowable for reimbursement with grant funds. Capital equipment may be ordered once the application has been submitted, however the manufacturer will assume all project costs if the application is not selected for an award. If a deposit on the equipment is a commitment to purchase, then it cannot be done prior to application submission.</p> <p>If an awardee’s original project scope changes, MassTech reserves the right to rescind funding upon review of requested changes. If funding is rescinded, any capital that has been spent will be required to be returned.</p>
<p>Eligible Locations</p>	<p>Equipment must remain in the state for a minimum of three years after installation. If the manufacturer is acquired or moves out of state prior to the expiration of the three years, the equipment must either: (1) be sold and the proceeds returned to the state for a future award; or (2) it is the responsibility of the manufacturer to work with the state and ecosystem partner to determine to which academic or non-profit partner the capital equipment should be transferred.</p>

<p>Eligible Applicants</p>	<p>Manufacturers must complete a third-party cybersecurity assessment prior to, but not more than twelve months before, applying to the MMAP Cybersecurity Round.</p> <p>Manufacturers must apply directly for the grants, however applications must include a collaboration between a manufacturer and a non-profit, an institution of higher education (community college or above), or other public or quasi-public entity legally organized in Massachusetts, as described above.</p> <p>MassTech will contract with the institution of higher education, non-profit, or other public or quasi-public entity legally organized in Massachusetts. This entity will be the prime contractor and responsible for ensuring that all contractual requirements are met.</p> <p>The recipient of the equipment (the manufacturer) will own the equipment.</p> <p>Grants shall be awarded in a manner that promotes geographic, social, racial, and economic equity.</p>
<p>Duration of Contracts</p>	<p>All cost share funds should be drawn within twelve (12) months of notification of award. Agreements may span multiple fiscal years if the equipment purchased spans multiple fiscal years, but this should be specified in the Application. The fiscal year is from July 1 - June 30.</p> <p>Please indicate how much the proposed funds are expected to be incurred by June 30, 2024, and how much will be drawn in the following fiscal period.</p>
<p>Required Matching Contribution</p>	<p>A minimum of a 1:1 cost share is required. The match can be in the form of cash or in-kind contributions (i.e. contributed or donated labor, employee training, donated equipment, or materials) from the applicant, third parties, other private investments, or federal grants. Fees previously incurred from the required third-party cybersecurity assessment may count towards 1:1 cost share. Any fees required from the non-profit partner can be considered as part of the manufacturer's cost share but cannot be an allowable grant funded cost. Cash and other match from other State sources, such as a state agency or state institution of higher education, cannot be used to satisfy matching requirements.</p>

	<p>The match should either specifically cover a portion of the actual costs of the grant-funded project or must be necessary and directly related to the accomplishments of the project objectives.</p> <p>The match should be recognized during the grant period, should be recorded and verifiable from the applicant’s records, and should not be included as contributions to or match for any other federally and state funded project.</p>
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2.3 Evaluation Process and Criteria

Proposals will be reviewed, evaluated, and approved upon receipt of a completed proposal that is responsive to the solicitation’s requirements and includes all required application components. As part of the selection process, Mass Tech Collaborative may invite a Respondent to answer questions regarding their Application in person or in writing. In its sole discretion, Mass Tech Collaborative may also choose to enter into a negotiation period Respondent(s) and then ask the Respondent(s) to submit an updated Application and budget.

The order of these factors does not generally denote relative importance. Lack of debarment status by both the state and federal government is also required.

Mass Tech Collaborative reserves the right to consider such other relevant factors which will be evaluated based on combinations of criteria that includes but are not limited to:

- Projects that advance the recipient’s progress towards meeting a cybersecurity standard such as CMMC, ISO 27001, AICPA SOC2, or other mappable equivalent cybersecurity frameworks
- Likelihood that the proposed enhanced cybersecurity infrastructure will enable the Applicant to enter new or existing markets enabled because of enhanced cybersecurity infrastructure.
- How the collaboration with a partner will help drive support, business connections and growth
- Contributions to geographic, social, racial and economically equitable outcomes

3. APPLICATION PROCESS

3.1 Application and Submission Instructions

Respondents are cautioned to read this Solicitation carefully and to conform to its requirements. Failure to comply with the requirements of this Solicitation may serve as grounds for rejection of an Application.

- a. All Applications must be submitted [HERE](#)
- b. Applications shall include:
 - A description of the entity responding to the Solicitation (including industry, products manufactured, and market(s) served)
 - Size of company (1-25, 26-50, 51-100, 101-250, 251-500, 501-1000, 1000+)
 - The cybersecurity standard(s) your company is pursuing, and the market impact that meeting that standard would provide for your business, including industries you will now be able to support by meeting a cybersecurity standard, and any specific customer(s) need

- The summarized results of your third-party cybersecurity assessment, completed within the last twelve months, which should not include any company confidential information
 - A non-confidential description of the cybersecurity investment efforts you will be making based on your third-party assessment, including both capital equipment you are requesting funding for and other investments (i.e., training, software, etc.) you will be making (500 words maximum).
 - A simple budget of the capital equipment being purchased and other capital requirements. It should also indicate the company’s cost share. Link to the budget template: <https://cam.masstech.org/sites/default/files/2023-02/MMAP%202023%20Budget%20Template-%20Round%202.xlsx>
 - A description of if and how this grant will contribute to social, racial and economically equitable outcomes. (i.e. Is your workforce diverse? Is your company women or minority owned? Are you located in a HUB Zone or Gateway City?)
 - Partner identification. It is required that you partner with an institution of higher education, non-profit, or other public or quasi-public entity legally organized in Massachusetts to receive a grant. This partnership is to help establish new connections within the ecosystem that leads to growth. Please indicate your partner and how you expect to work with them to help your business.
 - Exceptions to the [MMAAP Grant Agreement and Statement of Work](#), if any. Should there be no exceptions Respondent shall indicate acceptance of the terms of the Agreement. Failure to provide exceptions in a response shall be deemed an acceptance of Mass Tech’s standard terms and further negotiation shall not be allowed.
 - Participant’s W9
- c. Any and all responses, Applications, data, materials, information and documentation submitted to Mass Tech Collaborative in response to this Solicitation shall become MassTech’s property and may be subject to public disclosure. As a public entity, MassTech is subject to the Massachusetts Public Records Law (set forth at Massachusetts General Laws Chapter 66). There are very limited and narrow exceptions to disclosure under the Public Records Law. Certain information relating to cybersecurity, may be exempt from disclosure. See M.G. L. c. 4, § 7, Twenty-sixth (n). Applicants must indicate in their application the information that they assert is exempt from disclosure. Any statement in an Application reserving any confidentiality or privacy rights may be disregarded if Mass Tech Collaborative’s General Counsel determines that the information is contained in a document that is subject to disclosure under the Massachusetts Public Records Law.

3.2 Application Timeframe

The application process will proceed according to the following schedule. The target dates are subject to change. Therefore, Respondents are encouraged to check Mass Tech’s website frequently for updates to the schedule.

The program is accepting applications on a rolling basis. Through this solicitation, grants are to be awarded for Fiscal Year 2024 (through June 28, 2024).

Task	Date
Solicitation Released	12/4/2023
Informational Webinar	12/15/2023 @ 11AM EST
Questions Due	Rolling
Question and Answer File Posted	Rolling
Applications Due	Rolling through June 28, 2024

3.3 Questions

Questions regarding this Solicitation must be submitted by electronic mail to proposals@masstech.org with the following Subject Line: "Questions – Solicitation No. 2024-CAM-04". Responses to all questions received will be posted here: <https://cam.masstech.org/mmap> and to the Commbuys website.

3.4 Informational Webinar

An informational webinar will be held on 12/15/2023@11AM. All potential Respondents interested in participating in the informational session must register here: <https://cam.masstech.org/mmap>. Mass Tech Collaborative will post summary responses to procedural questions and issues addressed at the webinar [here](#) and the [Commbuys](#) websites.

4.0 GENERAL CONDITIONS

4.1 General Information

- a) If an Application fails to meet any material terms, conditions, requirements or procedures, it may be deemed unresponsive and disqualified. The Mass Tech Collaborative reserves the right to waive omissions or irregularities that it determines to be not material.
- b) This Solicitation, as may be amended from time to time by Mass Tech Collaborative, does not commit Mass Tech Collaborative to select any organization(s), award any grant funds pursuant to this Solicitation, or pay any costs incurred in responding to this Solicitation. Mass Tech Collaborative reserves the right, in its sole discretion, to withdraw the Solicitation, to engage in preliminary discussions with prospective Respondents, to accept or reject any or all Applications received, to request supplemental or clarifying information, to negotiate with any or all qualified Respondents, and to request modifications to Applications in accordance with negotiations, all to the same extent as if this were a Request for Information.
- c) On matters related solely to this Solicitation that arise prior to an award decision by the Mass Tech Collaborative, Respondents shall limit communications with the Mass Tech Collaborative to the Procurement Team Leader and such other individuals as the Mass Tech Collaborative may designate from time to time. No other Mass Tech Collaborative employee or representative is authorized to provide any information or respond to any questions or inquiries concerning this Solicitation. Respondents may contact the Procurement Team Leader for this Solicitation in the event this Solicitation is incomplete.
- d) The Mass Tech Collaborative may provide reasonable accommodations, including the provision of materials in an alternative format, for Respondents with disabilities or other hardships. Respondents requiring accommodations shall submit requests in writing, with supporting documentation justifying the accommodations, to the Procurement Team Leader. The Mass Tech Collaborative reserves the right to grant or reject any request for accommodations.
- e) Respondent's Application shall be treated by the Mass Tech Collaborative as an accurate statement of Respondent's capabilities and experience. Should any statement asserted by Respondent prove to be inaccurate or inconsistent with the foregoing, such inaccuracy or inconsistency shall constitute sufficient cause for Mass Tech Collaborative in its sole discretion to reject the Application and/or terminate of any resulting Agreement.
- f) Costs that are not specifically identified in the Respondent's response and/or not specifically accepted by Mass Tech Collaborative as part of the Agreement will not be compensated under any contract awarded pursuant to this Solicitation.

- g) Mass Tech Collaborative's prior approval is required for any subcontracted services under any Agreement entered into as a result of this Solicitation. The selected Respondent will take all appropriate steps to assure that minority firms, women's business enterprises, and labor surplus area firms are used when possible. The selected Respondent is responsible for the satisfactory performance and adequate oversight of its subcontractors. Subcontractors are required to meet the same requirements and are held to the same reimbursable cost standards as the selected Respondent.
- h) Submitted responses must be valid in all respects for a minimum period of sixty (60) days after the deadline for submission.
- i) Mass Tech Collaborative reserves the right to amend the Agreement at any time prior to execution. Respondents should review the Agreement as they are required to specify any exceptions to the Agreement and to make any suggested counterproposal in their Application. A failure to specify exceptions and/or counterproposals will be deemed an acceptance of the Agreement's general terms and conditions, and no subsequent negotiation of such provisions shall be permitted.

4.2 Posting of Modifications/Addenda to Solicitation

This Solicitation has been distributed electronically using the Mass Tech Collaborative and COMMBUYS websites. If the Mass Tech Collaborative determines that it is necessary to revise any part of this Solicitation, or if additional data is necessary to clarify any of its provisions, an addendum will be posted to the websites. It is the responsibility of each potential Respondent to check the Mass Tech Collaborative, the Innovation Institute and COMMBUYS websites for any addenda or modifications to the Solicitation. The Mass Tech Collaborative accepts no liability and will provide no accommodation to Respondents who submit a response based on an out-of-date Solicitation.

Attachment A
Budget Template

SEE EXCEL SPREADSHEET