

COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF GENERAL SERVICES

***Summary.***

The Commonwealth of Pennsylvania (Commonwealth) issues this Request for Information (RFI) to solicit information that will be used to assist with the development of a solicitation for **Medical Marijuana Seed-to-Sale System** which may be released by the Commonwealth soon.

Specifically, this request seeks information from which the Commonwealth can formulate specifications and requirements, realistic timeframes and cost structures for the referenced procurement and project. The Commonwealth desires to produce a solicitation that promotes vendor competition and creative technical solutions. The Commonwealth is open to all ideas in relation to this project and encourages alternative ideas that will help the Commonwealth better define its requirements. This RFI is an earnest attempt to become aware of and knowledgeable about current solutions to support the project requirements of the Commonwealth. This RFI will also help the Commonwealth identify vendors who are able to provide the required services to support this goal.

***Background.***

To support Pennsylvania's Medical Marijuana Act, Act 16 of 2016, P.L. 84, No. 16, 35 P.S. § § 10231.101 -2110, and its tracking system and database requirements, the Pennsylvania Department of Health, Bureau of Medical Marijuana is seeking a vendor hosted Software as a Service (SaaS) Medical Marijuana Seed-to-Sale solution, that will monitor, control, and report activities of authorized growers/processors, dispensaries, laboratories, and research institutions.

The solution will provide Seed-to-Sale functionality including real time tracking to monitor, control and report on activities of authorized growers/processors, dispensaries, laboratories, clinical registrants, and academic clinical research centers. Equipment (i.e. printers, scanners, scales, cash drawers, consumables), subscriptions and supplies to support the registration, tracking, dispensing, sales tax calculations and collections, and quality control processes may be purchased as a part of the solution. The solution must ensure ongoing compliance with Commonwealth Seed-to-Sale tracking and monitoring requirements, laws and regulations.

NFP is found at the following link: [PA - eMarketplace](#)

***Issues to Be Addressed.***

The Commonwealth is requesting feedback from vendors with expertise in **Medical Marijuana Seed-to-Sale System** as set forth below:

- 1) Include a cover letter, with the RFI response, on Company Letterhead, which includes a point of contact name, phone number and email address.
- 2) Complete **Attachment A, Medical Marijuana Seed-to-Sale System Questionnaire**, responding to each question and limit responses to these questions only.
- 3) Complete **Attachment B, Trade Secret/Confidential Proprietary Notice**.

COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF GENERAL SERVICES

***Point of Contact:***

The sole point of contact for this RFI shall be:

**Michael Gress. RA-GSITPROCUREMENT@PA.GOV)**

***Due Date.***

The Commonwealth is requesting that all responses to this RFI be submitted via email to Michael Gress (RA-GSITPROCUREMENT@PA.GOV) by **9:00 AM ET on Tuesday October 28, 2025** with a subject line of **Medical Marijuana Seed-to-Sale System 6100064185**.

***Disclaimer.***

This RFI is issued solely for information and planning purposes only and does not constitute a solicitation for future business, an offer for procurement or any other type of current or future procurement or contractual action and is only intended to gather input. The Commonwealth will not award a contract on the basis of this RFI nor will it pay for information it receives. Responses to this notice are not offers and cannot be accepted by the Commonwealth to form a binding contract. No party is bound by the information provided in response to this RFI.

Respondents are solely responsible for all expenses associated with responding to this RFI. The Commonwealth of Pennsylvania is not liable for any costs or expenses incurred by the Respondent in the preparation of its responses.

All material submitted shall be considered the property of the Commonwealth of Pennsylvania and may be returned only at the Commonwealth's option. Notwithstanding any Respondents copyright designations contained on responses, the Commonwealth shall have the right to make copies and distribute responses internally and to comply with public record or other disclosure requirements under the provisions of any Commonwealth or United States statute or regulation, or rule or order of any court of competent jurisdiction.

Respondents to this Request shall not provide recommendations as to specific courses of action and shall not be deemed to be an advisor or consultant to the Commonwealth. The Commonwealth will evaluate the information presented and determine any subsequent course of action, which may consist of contracting for implementation of Commonwealth-determined work. Such work may be procured through any procurement method available, and respondents to this Request may be considered for selection to perform such work.

Responses to this RFI will not be returned. Respondents will not be notified of the result of the review, nor will they be provided with copies of it.

***Contents of Response.***

- A. Confidential Information.** The Commonwealth is not requesting, and does not require, confidential proprietary information or trade secrets to be included as part of Respondents' response. Except as provided, Respondents should not label responses as confidential or proprietary or trade secret protected. A Respondent who determines that it must divulge such information must submit the completed Attachment B, Trade Secret/Confidential Proprietary Notice and must additionally provide a redacted version of its response which removes only the confidential proprietary information and trade secrets.

COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF GENERAL SERVICES

- B. Commonwealth Use.** All material submitted with the response will be the property of the Commonwealth and may be returned only at the Department's option. The Commonwealth has the right to use any or all ideas not protected by intellectual property rights that are presented in any response. Notwithstanding any Respondent copyright designations contained on responses, the Commonwealth will have the right to make copies and distribute responses internally and to comply with public record or other disclosure requirements under the provisions of any Commonwealth or United States statute or regulation, or rule or order of any court of competent jurisdiction.
- C. Public Disclosure.** All responses are subject to disclosure in response to a request for public records made under the Pennsylvania Right-to-Know Law, 65 P.S. § 67.101, et seq. If a response contains confidential proprietary information or trade secrets, a signed written statement to this effect must be provided with the submission in accordance with 65 P.S. § 67.707(b) for the information to be considered exempt under 65 P.S. § 67.708(b)(11) from public records requests. Refer to Attachment 2, Trade Secret/Confidential Proprietary Information Notice that may be utilized as the signed written statement. If Attachment 2, Trade Secret/Confidential Proprietary Information is not completed, any trade secret or confidential/proprietary information contained in Respondents' response to this RFI may be released in response to a Pennsylvania Right-to-Know Law request.

***Commonwealth Reservation of Rights.***

The Commonwealth reserves the right to consider or reject any and all responses to this Request, to amend and/or reissue this Request and to abandon and then recommence at any time, or not recommence, this process. All costs of any response to this Request and participation in any presentations to the Commonwealth are solely the responsibility of the Respondent and the Commonwealth shall not be liable for payment of any such costs.

COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF GENERAL SERVICES

**ATTACHMENT A**  
**Medical Marijuana Seed-to-Sale System QUESTIONNAIRE**

*In the following sections, DGS would appreciate your input on what types of solutions may provide these functions and features. Additionally, we welcome any recommendations or best practices available in this market space:*

**1. Seed-to-Sale System.**

- a. The Commonwealth is seeking a SaaS Seed-to-Sale System that will be used to monitor, control, and report activities of authorized growers, processors, dispensaries, laboratories, and research institutions.
  - i. Describe the solution's capacity to collect all data required to be reported by dispensaries, grower/processors, laboratories and patient and caregiver users as it relates to the reporting.
    1. How does the solution ensure that it is up to date, and able to produce required inventory reports?
    2. What is the method for data entry (manual, scanning, upload/import spreadsheets) from other sources?
  - ii. Describe recommended and available tools and reporting functions for regulators that manage the assessment of data on inventory, sales, aggregate data, and lab test results.
  - iii. Is solution data processed and displayed in real time?
  - iv. Does the solution integrate with a user registry solution? If so, please provide a general description of the registry solution and the integration points.
  - v. Is the solution customizable or standard and what is vendor position on this?
  - vi. How often do updates occur?
  - vii. How often do you do maintenance on the solution?
- b. Is the solution custom-developed or based on configurable off-the-shelf/SaaS software?
- c. Is there a formalized governance structure?
- d. In the governance structure, are changes considered and dispositioned for each client individually, or do clients compete against each other for consideration of changes?
- e. What is the planned downtime associated with the standard weekly/monthly/annual maintenance schedule?

COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF GENERAL SERVICES

- f. How do you handle solution outages? Do you have failover capability to minimize downtime? Are there alternative methods that allow solutions to continue to process, mainly dispensary transactions, when the solution is down?
  - i. Describe the cause and resolution timeframe of the longest planned and unplanned outages.
  - ii. Are outside solutions able to exchange data with the solution? If so, how is data exchanged and what security measures and validation controls are in place?
- g. What is the expected and historical solution availability percentage with the solution (ex: Expected: 99.999%, Past 2 years: 96.8%)?
- h. Is the solution currently operational in production? Which states use the solution as its primary Seed-to-Sale System?
- i. How long does it take to implement the solution?
- j. Have the vendors ever converted data from another marijuana tracking? If so, was the planned implementation timeline met? Was all data migrated successfully to the production solution?

**2. Security.**

- a. Does the solution require Multi-Factor Authentication (MFA) for administrative access?
- b. Are strong user passwords and password maximum age (days) enforced?
- c. Can the solution send audit logs to a cloud-based Commonwealth SIEM?
- d. Has the solution suffered a data breach in the past, and if so, how many records were breached? What were the times between breach occurrence, breach discovery, and remediation?
- e. How would the Commonwealth be informed of suspected and confirmed data breaches and what is the timeframe for notification made to the Commonwealth?
- f. Is the solution continuously monitored for security events?
- g. Is there a web application firewall (WAF) protecting the solution?
- h. Is the solution scanned for vulnerabilities on a recurring basis? If so, please describe the scanning (ex: internal, authenticated, code scan, external only, etc.)? What are expected remediation times for critical, high, and medium identified vulnerabilities?
- i. What recommendations do you have for the Commonwealth in relation to application security?

COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF GENERAL SERVICES

3. **Qualifications.** Identify any offeror qualifications (i.e. years of experience, certifications, etc.) that the Commonwealth should consider during the development of the solicitation?
4. **Transition.**
  - a. How much time is needed for a transition and why?
    - i. What type of information is needed from the outgoing contractor in order to provide a smooth transition to the incoming contractor?
5. **Artificial Intelligence(AI).**
  - a. Does the solution currently utilize artificial intelligence or are there plans to in a future release?
  - b. What recommendations do you for the Commonwealth related to the use of artificial intelligence?
6. **Cost.** Describe the cost structure of the solution offered (i.e. subscription based, licensing, monthly maintenance and support etc.)?
7. **Service Level Agreements(SLA).**
  - a. Identify the key performance indicators and service levels in this industry?
  - b. How are SLAs tracked and reported?
  - c. What standard Service Levels, including tiers of support, are included with the solution offered (i.e. solution uptime, issue response time etc.)?
8. **Value Add Services.** Are there any value-add services that have not been included in the past contract that we should consider when developing a new solicitation? Please describe.
9. **Recommendations.**
  - a. Are there any other recommendations or lessons learned from current or similar contracts that have not already been mentioned but that the Commonwealth should consider?
  - b. What recommendations would you make to the Commonwealth to ensure they select the best possible solution?
10. **Project Management.** What would you recommend regarding project management practices/methodologies?