



STATE OF TENNESSEE
FINANCE & ADMINISTRATION, BENEFITS ADMINISTRATION

**REQUEST FOR PROPOSALS # 31786-00141
AMENDMENT #One
FOR DECISION SUPPORT SYSTEM**

DATE: 2/21/2018

RFP #31786-00141 IS AMENDED AS FOLLOWS:

1. This RFP Schedule of Events updates and confirms scheduled RFP dates. Any event, time, or date containing revised or new text is highlighted.

EVENT	TIME (central time zone)	DATE
1. RFP Issued		February 16, 2018
2. Disability Accommodation Request Deadline	2:00 p.m.	February 22, 2018
3. Pre-response Conference	1 p.m.	February 23, 2018
4. Notice of Intent to Respond Deadline	2:00 p.m.	February 26, 2018
5. Written "Questions & Comments" Deadline	2:00 p.m.	March 5, 2018
6. State Response to Written "Questions & Comments"		March 20, 2018
7. Response Deadline	2:00 p.m.	April 3, 2018
8. State Completion of Technical Response Evaluations		April 23, 2018
9. State Schedules Respondent Oral Presentations		April 24, 2018
10. Respondent Oral Presentations	9:00 a.m. to 4 p.m.	May 7-8, 2018
11. State Opening & Scoring of Cost Proposals	2:00 p.m.	May 9, 2018
12. State Notice of Intent to Award Released <u>and</u> RFP Files Opened for Public Inspection	2:00 p.m.	1 Day after Insurance Committee Award of Contract
13. End of Open File Period		7 CALENDAR DAYS LATER
14. State sends contract to Contractor for signature		1 BUSINESS DAY LATER

15. Contractor Signature Deadline	2:00 p.m.	1 – 5 BUSINESS DAYS LATER
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2. **Delete RFP section 5.2.1.5 in its entirety and insert the following in its place** (any sentence or paragraph containing revised or new text is highlighted):

5.2.1.5. The Solicitation Coordinator will invite each apparently responsive and responsible Respondent to make an oral presentation.

5.2.1.5.1. The oral presentations are mandatory. The Solicitation Coordinator will schedule Respondent presentations during the period indicated by the RFP Section 2, Schedule of Events. The Solicitation Coordinator will make every effort to accommodate each Respondent's schedules. When the Respondent presentation schedule has been determined, the Solicitation Coordinator will contact Respondents with the relevant information as indicated by RFP Section 2, Schedule of Events.

5.2.1.5.2. Respondent presentations are only open to the invited Respondent, Proposal Evaluation Team members, the Solicitation Coordinator, and any technical consultants who are selected by the State to provide assistance to the Proposal Evaluation Team.

5.2.1.5.3. Oral presentations provide an opportunity for Respondents to explain and clarify their responses. Respondents must not materially alter their responses and presentations will be limited to addressing the items detailed in RFP Attachment 6.2., Technical Response & Evaluation Guide. Respondent pricing shall not be discussed during oral presentations.

5.2.1.5.4. The State will maintain an accurate record of each Respondent's oral presentation session. The record of the Respondent's oral presentation shall be available for review when the State opens the procurement files for public inspection.

5.2.1.5.5. Proposal Evaluation Team members will independently evaluate each oral presentation in accordance with the RFP Attachment 6.2., Technical Response & Evaluation Guide, Section D.

5.2.1.5.6. The Solicitation Coordinator will calculate and document the average of the Proposal Evaluation Team member scores for RFP Attachment 6.2., Technical Response & Evaluation Guide, Section D, and record that number as the score for Respondent's Technical Response section.

5.2.1.6. Before Cost Proposals are opened, the Proposal Evaluation Team will review the Technical Response Evaluation record and any other available information pertinent to whether or not each Respondent is responsive and responsible. If the Proposal Evaluation Team identifies any Respondent that does not meet the responsive and responsible thresholds such that the team would not recommend the Respondent for Cost Proposal Evaluation and potential contract award, the team members will fully document the determination.

3. **RFP Amendment Effective Date.** The revisions set forth herein shall be effective upon release. All other terms and conditions of this RFP not expressly amended herein shall remain in full force and effect.