



**Amendment #4
RFP
Consulting and Technical Services+ (CATS+) – Expansion Window #2,
#060B2490023-2018
May 10, 2018**

Ladies/Gentlemen:

This Amendment #4 is being issued to amend and clarify certain information contained in the above referenced RFP. All information contained herein is binding on all Offerors who respond to this RFP. Specific parts of the RFP have been amended. The following changes/additions are listed below; new language has been double underlined and marked in bold (i.e., **word**) and language deleted has been marked with a strikethrough (i.e., ~~word~~).

1. Revise the Key Information Summary Sheet (p.iv) as follows:

Closing Date and Time:	May 4 th <u>18</u> , 2018 2:00 P.M., Local Time
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2. 1.11 Proposals Due (Closing) Date and Time:

1.11.4 Proposals may ~~not~~ be submitted by e-mail or facsimile.

3. 1.36 Electronic Procurements Authorized:

1.36.5 The following transactions related to this procurement and any Contract awarded pursuant to it are *not authorized* to be conducted by electronic means:

- a. ~~submission of initial Proposals;~~
- b. filing of protests;
- c. filing of Contract claims;
- d. submission of documents determined by the Department to require original signatures (e.g., Contract execution, Contract modifications); or
- e. any transaction, submission, or communication where the Procurement Officer has specifically directed that a response from the Contractor or Offeror be provided in writing or hard copy.

4. Attachment E – Frequently Asked Questions.



34. Does a certificate of insurance have to be included in the technical proposal in response to the RFP?

Answer: Yes, see RFP Section ~~3.4.2.5~~ 3.2.2.5.

5. Attachment F – Price Proposal Form Instructions

A) On the Labor rates F-A1 spreadsheet, record the hourly labor rate for all ~~12~~ 10 years and all labor categories. Offerors MUST propose to all labor categories regardless of their ability to fill positions for that labor category. Offerors proposing to multiple functional areas are not required to submit a separate F-A1 for each functional area proposed. Only one F-A1 is required.

6. Attachment E – Frequently Asked Questions.

20. RFP Section ~~3.4.2~~ 3.2.2- it is stated that the Technical Proposal "shall be organized and numbered in the same order as this RFP" Does this mean that our Proposal section on Past Performance must have the number ~~3.4.2.4~~ 3.2.2.4

Answer: Yes. The Technical Proposal must mirror the numbering in the RFP

38. RFP, Section ~~3.4.2.3~~ 3.2.2.3, what meant by a Certified Financial Statement?

Answer: It is an account of the assets, liabilities, income and expenses, executed in accordance with generally accepted accounting principles.

39. RFP Section ~~3.4.2.3~~ 3.2.2.3, what is meant by “successful financial track record” and where would an Offeror obtain this document?

Answer: This can be any document or set of documents the Offeror chooses to document its company’s financial status and solvency.

41 RFP, Section ~~3.4.2.3~~ 3.2.2.3, item 2, are items a. through f. required?

Answer: No - Please refer to verbiage in the referenced section, which reads: “Documentationmay include...one, some or all of the following” (list follows).



72. Would the State please confirm that the MBE Attachment D-1A is required for submission with an Offeror's proposal?

Answer: RFP Section 1.24 provides instructions to Offerors to submit Attachment D-A1 (CATS+ Master Contractor Acknowledgement of Task Order MBE Requirements) at the time the technical response to the RFP is submitted. This is again stated in RFP Section ~~3.4.2.6~~ **3.2.2.6**, Item 2 of Required Submissions. The form must in no way be edited. Failure to submit Attachment D-1A will result in the State's rejection of the Offeror's Proposal to the RFP.

Issued By:

Gayle Mealy
Procurement Officer