

AMENDMENT TWO (2) FOR RFP NUMBER 0A1199

DATE AMENDMENT ISSUED: January 23, 2017

The State of Ohio, through the Department of Administrative Services, for the Ohio Office of Information Technology Services is requesting proposals for:

**Data Analytics Platform (Compute / Storage)
Data Analytics Expert Firms, Tools and Methods**

The attached is an Amendment for the RFP listed above. Please use the replacement page(s) contained in the Amendment to replace the corresponding page(s) previously in the RFP.

Specifications and requirements that have been revised are **highlighted**, **bolded**, surrounded by ****bolded double asterisks**** and, when applicable, **strikethrough**.

6. Proposed Solution
 - Supplement 1 Response
 - Supplement 2 Response
7. Acceptance and Compliance Response to Supplement 3 (Applies to All Responses)
- **8. Proof of Insurance ****
8. Payment Address
9. Legal Notice Address
10. W-9 Form
11. Independent Contractor Acknowledgement
12. Standard Affirmation and Disclosure Form (EO 2011-12K)
13. Affirmative Action Program Verification Form
14. Attachment 4: General Terms and Conditions Acceptance

Cover Letter. The cover letter must be in the form of a standard business letter and must be signed by an individual authorized to legally bind the offeror. The cover letter must include a brief executive summary of the solution the offeror plans to provide. The letter must also have the following:

- a. A statement regarding the offeror's legal structure (e.g., an Ohio corporation), Federal tax identification number, and principal place of business;
- b. A list of the people who prepared the Proposal, including their titles; and
- c. A statement certifying the Contractor is a business entity and will not submit the Independent Contractor/Worker Acknowledgement to the ordering agency.

Supplier Information Form. The offeror must submit a signed and completed Vendor Information Form (OBM5657). The form is available at: <http://ohiosharedservices.ohio.gov/Suppliers.aspx>

Subcontractor Letters. For each proposed subcontractor, the offeror must attach a letter from the subcontractor, signed by someone authorized to legally bind the subcontractor, with the following included in the letter:

1. The subcontractor's legal status, federal tax identification number, D-U-N-S number, and principal place of business address;
2. The name, phone number, fax number, email address, and mailing address of a person who is authorized to legally bind the subcontractor to contractual obligations;
3. A description of the work the subcontractor will do;
4. A commitment to do the work if the offeror is selected; and
5. A statement that the subcontractor has read and understood the RFP and will comply with the requirements of the RFP.

Offeror Certification Form. The offeror must complete Attachment 6, Offeror Certification Form.

Offeror Profile. Each response to a Supplement must include a description of the offeror and/or proposed team capability, capacity, and experience in support of the requirements of each Supplement. The description should include the date the offeror (and/or proposed team) was established, its leadership, number of employees, number of employees the offeror anticipates engaging in work directly related to a Project, and any other background information or relevant experience that will help the State gauge the ability of the offeror to perform work and services related to Exploratory Projects.

The various sections of the Offeror Profile Summary Forms are described below:

- a) **Mandatory Experience and Qualifications.** The offeror must complete this section to demonstrate that it has the experience needed to meet the RFP's mandatory requirements. For each reference, the offeror must provide the following information:

- Contact Information. The offeror must provide a client contact name, title, phone number, email address, company name, and mailing address. The offeror also must include the same information for an alternate client contact, in case the State cannot reach the primary contact. Failure to provide this information or providing information that is inaccurate or out of date may result in the State not including the reference in the evaluation process or rejecting the offeror's Proposal. The contact information given must be for a person within the client's organization and not a co-worker or a contact within the offeror's organization, subsidiaries, partnerships, etc.
- Project Name. The offeror must provide the name of the project where it obtained the mandatory experience.
- Dates of Experience. The offeror must complete this area with a beginning month and year and an ending month and year to show the length of time the offeror actually performed the work, not just the length of time the offeror was engaged by the reference.
- Description of the Related Service Provided. The State will not assume that, since the experience requirement is provided at the top of the page, all descriptions on that page relate to that requirement. The offeror must reiterate the experience being described, including the capacity in which the work was performed and the role of the offeror on the Project. It is the offeror's responsibility to customize the description to clearly substantiate the qualification.
- Description of how the related service shows the offeror's experience, capability, and capacity to develop the Deliverables and to achieve the milestones within the scope of work of this RFP.

The offeror must list each project experience separately and completely every time it is referenced, regardless of whether it is on the same or different pages of the form.

Proposed Solution – Supplement 1 or Supplement 2 Response. The offeror must describe in detail how its proposed solution meets the considered work and requirements described in this RFP. The offeror may not simply state that the proposed services will meet or exceed the specified requirements. Instead, the offeror must provide a written narrative that shows that the offeror understands the requirements of this RFP and how the offeror's proposed services meets those requirements.

- For either Supplement 1 or 2, offerors must include a statement at the beginning of the section indicating that the offeror has read, understands and agrees to the Requirements, General Scope of Work, Statement of Work Solicitation Process, and Special Provisions contained in each Supplement.
- All Supplements are being provided as Microsoft Word documents through the State's procurement website as a convenience for responding to the RFP. The Supplement's content must not be modified. If the content is modified, reformatted or omitted, the offeror's response may be disqualified. As part of their response, Offerors are to provide native Microsoft Word based documents that comprise the requirements of a Supplement, inclusive of their response.

Acceptance of Supplement 3 – State Architecture and Computing Standards, Security and Privacy, State IT Computing Policy and State Data Handling Requirements. Offerors must include the entire content of Supplement 3 as a single section in their proposal. The offerors must include a statement at the beginning of the section indicating that the offeror has read, understands and agrees to the Requirements contained in Supplement 3.

~~****Proof of Insurance. The offeror must provide a certificate of insurance evidencing the insurance coverage required by a contract for work and/or services related to an Exploratory Project. The policy may be written on an occurrence or claims made basis.****~~

Payment Address. The offeror must give the address to which the State should send payments due under a contract for a Project.