

REQUEST FOR PROPOSALS

ADDENDUM # 1

ISSUED: February 25, 2015

**RFP NUMBER: CSP905815
INDEX NUMBER: GDC160**

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

Third Party Administrator (TPA) for Facility Maintenance, Repair and Minor Construction Projects

MINORITY SET-ASIDE BID IN ACCORDANCE WITH ORC CH. 125.081

Attached are page(s) 1 and 4 to this Request for Proposal (RFP). Remove the corresponding page(s) from the existing RFP and replace with the attached.

Reason for Addendum. This addendum is issued to extend the proposal due date by one week from March 6, 2015 to March 13, 2015 and the inquiry end date from March 1, 2015 to March 8, 2015.

PROPOSAL DUE DATE:	March 13, 2015
OPENING LOCATION:	Department of Administrative Services General Services Bid Desk 4200 Surface Road Columbus, Ohio 43228-1395

REQUEST FOR PROPOSALS

RFP NUMBER: CSP905815
INDEX NUMBER: GDC160
UNSPSC CATEGORY: 811015xx

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

Third Party Administrator (TPA) for Facility Maintenance, Repair and Minor Construction Projects

MINORITY SET-ASIDE OPPORTUNITY IN ACCORDANCE WITH ORC CH. 125.081

RFP ISSUED: January 16, 2015
INQUIRY PERIOD BEGINS: January 16, 2015
MANDATORY PRE-PROPOSAL CONFERENCE: January 27, 2015 at 9:00 a.m.
INQUIRY PERIOD ENDS: March 8, 2015 at 8:00 a.m. *
PROPOSAL DUE DATE: March 13, 2015 by 1:00 p.m. *

Proposals received after the due date and time will not be evaluated.

OPENING LOCATION: Department of Administrative Services
Office of Procurement Services
ATTN: Bid Desk
4200 Surface Rd.
Columbus, OH 43228-1395

Offerors must note that all proposals and other material submitted will become the property of the state and may be returned only at the state's option. Proprietary information should not be included in a proposal or supporting materials because the state will have the right to use any materials or ideas submitted in any proposal without compensation to the offeror. Additionally, all proposals will be open to the public after the award of the contract has been posted on the State Procurement Web site. Refer to the Ohio Administrative Code, Section 123:5-1-08 (E).

This RFP consists of five (5) parts and ten attachments totaling 61 consecutively numbered pages. Please verify that you have a complete copy.

* Indicates that the inquiry end date and the Proposal due dates are extended by one week.

CALENDAR OF EVENTS. The schedule for the Project is given below, and is subject to change. DAS may change this schedule at any time. If DAS changes the schedule before the Proposal due date, it will do so through an announcement on the State Procurement Web site area for this RFP. The Web site announcement will be followed by an addendum to this RFP, also available through the State Procurement Web site. After the Proposal due date and before the award of the Contract, DAS will make scheduled changes through the RFP addendum process. DAS will make changes in the Project schedule after the Contract award through the change order provisions located in the general terms and conditions of the Contract. It is each prospective Offeror's responsibility to check the Web site question and answer area for this RFP for current information regarding this RFP and its calendar of events through award of the Contract. No contact shall be made with agency/program staff until contract award is announced.

DATES:

Firm Dates:

RFP Issued:	January 16, 2015
Inquiry Period Begins:	January 16, 2015
Mandatory Pre-Proposal Conference	January 27, 2015 at 9:00 a.m.
Inquiry Period Ends:	March 8, 2015, at 8:00 a.m. *
Proposal Due Date:	March 13, 2015, by 1:00 p.m. *

Estimated Dates:

Contract Award Notification:	April 20, 2015
Transition Work Begins:	April 20, 2015
Transition Completed to this Contract:	December 31, 2015

NOTE: These dates are subject to change.

There are references in this RFP to the Proposal due date. Prospective Offerors must assume, unless it is clearly stated to the contrary, that any such reference means the date and time (Columbus, OH local time) that the Proposals are due.

Proposals received after 1:00 p.m. on the due date will not be evaluated.

MANDATORY PRE-PROPOSAL CONFERENCE. A mandatory pre-proposal conference will be held on January 27, 2015 at DAS, 4200 Surface Road, Columbus, OH 43228 to discuss the requirements of the RFP. The conference will commence promptly at 9:00 AM barring an unforeseen circumstance that result in a delay of the conference. Attendance will be taken. The State will not be responsible to an Offeror for their failure to obtain information discussed during the conference due to their arriving after the conference has convened. Proposals submitted from Offerors that did not attend the pre-proposal conference will not be evaluated.

*** Indicates that the inquiry end date and the Proposal due dates are extended by one week.**