

REQUEST FOR PROPOSALS

ADDENDUM # 1

ISSUED: 10/6/15

**RFP NUMBER: CSP905316
INDEX NUMBER: BWC016**

The State of Ohio, through the Department of Administrative Services, Office of Procurement Services, for the Ohio Bureau of Workers' Compensation is requesting proposals for:

Fiduciary Performance Audit

Attached is page 6 to this Request for Proposal (RFP). Remove the corresponding page from the existing RFP and replace with the attached.

Reason for Addendum. This addendum is issued to modify the mandatory requirements.

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|---------------------------|--|
| PROPOSAL DUE DATE: | October 21, 2015 |
| OPENING LOCATION: | Department of Administrative Services General Services Bid Desk 4200 Surface Road Columbus, Ohio 43228-1395 |

TABLE 1 - MANDATORY PROPOSAL REQUIREMENTS

| Mandatory Requirements |
|---|
| 1. *The offeror must be a certified public accounting firm, a certified public accountant, or have a certified public accountant on staff, and; |
| 2. The offeror must identify an audit manager for the audit that is a certified public accountant. |

If the State receives no Proposals meeting all of the mandatory requirements, the State may elect to cancel this RFP.

2.2 **PROPOSAL EVALUATION CRITERIA** If the Offeror provides sufficient information to DAS in its Proposal, demonstrating it meets the Mandatory Requirements, the Offeror’s Proposal will be included in the next step of the evaluation process which involves the scoring of the Proposal Technical Requirements (Table 3), followed by the scoring of the Cost Proposals. In the Proposal evaluation step, DAS rates the Proposals based on the following listed criteria and the weight assigned to each criterion. The possible points allowed in this RFP are distributed as indicated in the Table 2 - Scoring Breakdown.

2.3 **TABLE 2 - SCORING BREAKDOWN**

| Criteria | Maximum Allowable Points |
|---------------------------------|--------------------------|
| Proposal Technical Requirements | 240 Points |
| Proposal Cost | 80 Points |
| Total | 320 Points |

2.4 **SCORE RATINGS** The scale below (0-5) will be used to rate each proposal on the criteria listed in the Technical Proposal Evaluation table.

| DOES NOT MEET 0 POINTS | WEAK 1 POINT | WEAK TO MEETS 2 POINTS | MEETS 3 POINTS | MEETS TO STRONG 4 POINTS | STRONG 5 POINTS |
|---------------------------|-----------------|---------------------------|-------------------|-----------------------------|--------------------|
|---------------------------|-----------------|---------------------------|-------------------|-----------------------------|--------------------|

DAS will score the Proposals by multiplying the score received in each category by its assigned weight and adding all categories together for the Offeror’s Total Technical Score in Table 3. Representative numerical values are defined as follows:

DOES NOT MEET (0 pts.): Response does not comply substantially with requirements or is not provided.

WEAK (1 pt.): Response was poor related to meeting the objectives.

WEAK TO MEETS (2 pts.): Response indicates the objectives will not be completely met or at a level that will be below average.

MEETS (3 pts.): Response generally meets the objectives (or expectations).

MEETS TO STRONG (4 pts.): Response indicates the objectives will be exceeded.

STRONG (5 pts.): Response significantly exceeds objectives (or expectations) in ways that provide tangible benefits or meets objectives (or expectations) and contains at least one enhancing feature that provides significant benefits.

*Indicates change