

# **REQUEST FOR PROPOSALS**

## **ADDENDUM # 1**

**ISSUED: 09/02/2016**

**RFP NUMBER: CSP904617  
INDEX NUMBER: OPI007**

The State of Ohio, through the Department of Administrative Services, Office of Procurement Services, for the Ohio Department of Rehabilitation and Correction, Ohio Penal Industries is requesting proposals for:

### **HVAC AIR FILTER MANUFACTURING EQUIPMENT AND RAW MATERIALS**

Attached are page(s) 14, and 52-53 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 denote change in specifications.

**PROPOSAL DUE DATE:  
OPENING LOCATION:**

**September 21, 2016 by 1:00 p.m.  
Department of Administrative Services  
General Services Bid Desk  
4200 Surface Road  
Columbus, Ohio 43228-1395**

TABLE 3 - TECHNICAL PROPOSAL EVALUATION

Criterion	Weight	Rating (0=Does not Meet to 5=Strong)	Extended Score
<b>Offeror Profile</b>			
1. Company history, years of relevant experience	5		
2. Number of years in business, number of employees, financial stability	5		
3. Capacity to do the Work	5		
<b>*Offeror Prior Projects within past 5 years</b>			
1. Experience working with public sector Correctional Industries supplying manufacturing equipment and raw material	10		
2. Experience working with public sector Correctional Industries training the correctional industry staff and inmates	10		
3. Experience marketing and sales of the finished product produced by the Correctional Industry	10		
<b>Offeror Staff Qualifications / Personnel Profiles</b>			
1. Staff Qualifications	5		
2. Formal Education	5		
3. Experience	5		
<b>Scope of Work</b>			
1. Manufacturing Methodologies proposed	10		
2. Plan of Action for delivery, installation, training, startup and manufacturing and sales and marketing support.	10		
3. Utility requirements, physical space requirement for equipment and manufacturing	5		
4. Timeline proposed for delivery of equipment and startup of manufacturing	5		
5. Ability of equipment and raw materials to make, at least, all noted types of filters listed in the Scope, starting on page 17	10		
6. Certification of OPI as alternative manufacturing facility under UL Certification active File No.	10		
7. HVAC Air Filter manufacturing and marketing experience	10		
8. Anticipated Difficulties and Solutions	5		
9. Bidders projected raw material cost on a per-filter type and size basis and recommended selling prices shall be described in order to evaluate the potential profitability of producing and selling of the filters	5		

Total Technical Score: \_\_\_\_\_

\*Denotes change with addendum 1.

ATTACHMENT FIVE C  
OFFEROR PRIOR PROJECT FORM

Customer Company Name:	Contact:	
Address:	Phone Number:	
	E-mail:	
Project Name:	Beginning Date of Project (Month/Year):	Ending Date of Project (Month/Year):
<p>*The Offeror must document previous experience and expertise in providing a minimum of one (1) previous project similar in size and complexity, in the previous five (5) years. The project(s) must be of similar size, scope and nature. Details of the similarities must be included. Attachment Five B, C, and D must be filled out completely for each of the prior projects provided. The Offeror must use these forms and fill them out completely to provide the Offeror requirement information. Failure to recreate the form accurately to include all fields, may lead to the rejection of the Offeror's Proposal.</p>		

\*Denotes change with addendum 1.

ATTACHMENT FIVE D  
OFFEROR PRIOR PROJECT FORM

Customer Company Name:	Contact:	
Address:	Phone Number:	
	E-mail:	
Project Name:	Beginning Date of Project (Month/Year):	Ending Date of Project (Month/Year):
<p>*The Offeror must document previous experience and expertise in providing a minimum of one (1) previous project similar in size and complexity, in the previous five (5) years. The project(s) must be of similar size, scope and nature. Details of the similarities must be included. Attachment Five B, C, and D must be filled out completely for each of the prior projects provided. The Offeror must use these forms and fill them out completely to provide the Offeror requirement information. Failure to recreate the form accurately to include all fields, may lead to the rejection of the Offeror's Proposal.</p>		

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