

# AMENDMENT #1 FOR RFP NUMBER 0A1233

**DATE AMENDMENT ISSUED: March 8, 2019**

**RFP NUMBER: 0A1233  
DATE ISSUED: February 14, 2019**

The State of Ohio, through the Department of Administrative Services (DAS), for the Ohio Department of Health (ODH) is requesting proposals for:

**Ohio Ryan White All-Parts CAREWare System Project**

**INQUIRY PERIOD BEGINS: February 14, 2019**  
**INQUIRY PERIOD ENDS: March 6 14, 2019 (8:00 am, Columbus, OH local time)**  
**OPENING DATE: March 14 20, 2019 (1:00 pm, Columbus, OH local time)**  
**OPENING LOCATION: Department of Administrative Services  
Bid Desk  
4200 Surface Road  
Columbus, Ohio 43228-1313**

This RFP consists of five (5) parts and nine (9) attachments totaling 58 consecutively numbered pages. Supplements are also attached to this RFP with a beginning header page. Please verify that you have a complete copy.

In lieu of taking exceptions to RFP requirements, including but not limited to terms and conditions, scope of work statements, service level requirements, etc., or providing assumptions that may be unacceptable to the State, Offerors are strongly encouraged to use the inquiry process in Part Three of the RFP.

Replace the original pages of the RFP with the following pages.

0A12233 Amendment #1 Issued-March 8, 2019

# REQUEST FOR PROPOSALS

RFP NUMBER: 0A1233  
DATE ISSUED: February 14, 2019

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## Ohio Ryan White All-Parts CAREWare System Project

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- If the applicant business is a corporation fifty-one percent of which is not owned by veterans or persons on active service, at least fifty-one percent of the board of directors are veterans or persons on active service; or
- The business is certified by the United States Department of Veterans Affairs as a Service-Disabled Veteran-Owned Small Business or a Veteran-Owned Small Business and the owner(s) of the business meets the definition of veteran as defined in <http://das.ohio.gov/LinkClick.aspx?link=http%3a%2f%2fcodes.ohio.gov%2foac%2f123%253A5-1&tabid=1269&portalid=0&mid=4819>.

Information regarding how to obtain this Business Certification can be located at the following link: [http://das.ohio.gov/Divisions/EqualOpportunity/BusinessCertification/Veteran-FriendlyBusinessEnterprise\(VBE\)Program.aspx](http://das.ohio.gov/Divisions/EqualOpportunity/BusinessCertification/Veteran-FriendlyBusinessEnterprise(VBE)Program.aspx).

**Overview of the Scope of Work.** The Contractor is responsible for hosting, implementing, and maintaining all HIV Care Data for ORWAP. The general overview of the project scope of work includes the following:

- The Contractor will be responsible for obtaining the free CAREWare software and migrating all HIV client data from the current State and other Parts' servers to the Contractor's server.
- The Contractor must host ORWAP data for the duration of the contract.
- The Contractor will provide system administration and maintenance services for CAREWare servers including system updates, software upgrades and backup and disaster recovery services.
- The Contractor must create and execute work implementation plans and work with each Part to migrate data and connect to the centralized CAREWare server.
- The Contractor must provide technical assistance and implement solutions for all Parts related to CAREWare, including developing and providing operational procedures and administrative training materials for ORWAP.
- The Contractor must create and provide custom reporting including reports on key performance measures as well as perform deduplication on client data and run system performance reports including data cleaning.

**Calendar of Events.** The schedule for the RFP process and the Project is given below. The State may change this schedule at any time. If the State changes the schedule before the Proposal due date, it will do so through an announcement on the State Procurement Website's question and answer area for this RFP. The Website announcement will be followed by an amendment to this RFP, also available through the State's Procurement Website. After the Proposal due date and before the award of the Contract, the State will make schedule changes through the RFP amendment process. Additionally, the State will make changes in the Work schedule after the Contract award through the change order provisions in the General Terms and Conditions Attachment to this RFP. It is each prospective Offeror's responsibility to check the Website question and answer area for this RFP for current information regarding this RFP and its Calendar of Events through award of the Contract.

**Dates:**

Firm Dates

RFP Issued:	February 14, 2019
Inquiry Period Begins:	February 14, 2019
Inquiry Period Ends:	March 6 14, 2019 (8:00 am, Columbus, OH local time)
Proposal Due Date:	March 44 20, 2019 (1:00 pm, Columbus, OH local time)

Estimated Dates

Award Date:	March April 2019
Work Begins:	April 2019

There are references in this RFP to the Proposal due date. Unless it is clearly provided to the contrary in this RFP, any such reference means the date and time (Columbus, Ohio local time) that the Proposals are due and not just the date.