

AMENDMENT #1 FOR RFP NUMBER 0A1274

DATE AMENDMENT ISSUED: October 29, 2019

**RFP NUMBER: 0A1274
DATE ISSUED: September 18, 2019**

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

Environmental Health Data Systems Integration (EH DSI)

INQUIRY PERIOD BEGINS: September 18, 2019
INQUIRY PERIOD ENDS: October 16, 2019
OPENING DATE: ~~*November 6, 2019~~ **November 20, 2019***
OPENING TIME: 1:00 PM
OPENING LOCATION: Department of Administrative Services
General Services Division
Procurement Services
Bid Desk
4200 Surface Road
Columbus, Ohio 43228-1313

PRE-PROPOSAL CONFERENCE DATE: October 8, 2019 at 10 AM to 12 PM
Multi-Purpose Room
30 E. Broad Street
Columbus, OH 43215

This Amendment is being issued to change the opening date to November 20, 2019, and to update specifications as identified below.

Page 27 removes the requirement for the Commercial Materials tabbed section.

Changes to the document are in red text begin and end with *.

Example: **OPENING DATE:** ~~*November 6, 2019~~ **November 20, 2019***

Attached are pages 1, 5 and 27 from the Request for Proposals (RFP). Remove the corresponding pages from the existing RFP and replace with the attached.

Project Schedule. Expectation for project implementation is for successful completion in twenty-four (24) months.

Additional Work. Implementation of additional functionality may be defined after the initial Contract award using the Interval Deliverable Agreement (“IDA”) model documented in this RFP. The Contractor must work with designated ODH staff to develop deliverables for each defined interval at any time during the Contract. The deliverables will be negotiated prior to the start of each interval and will be monitored throughout the interval and the life of the Contract. The State and the Contractor will agree in writing, during the course of the Contract, to specific work assignments, sub-deliverables, due dates, Contractor staffing requirements (based on positions and associated hourly rates in the Cost Summary Rate Card.

Calendar of Events. The schedule for the RFP process 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:	September 18, 2019
Inquiry Period Begins:	September 18, 2019
Inquiry Period Ends:	October 16, 2019 at 8:00 A.M.
Proposal Due Date:	*November 6, 2019 November 20, 2019* at 1:00 P.M.
Pre-Proposal Conference	October 8, 2019 from 10 A.M. to 12 P.M.

Estimated Dates

Award Date: December 2019/January 2020

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.

Pre-Proposal Conference.

The Pre-Proposal conference will be held at the Rhodes State Office Tower in the Multi-Purpose Room at 30 E. Broad Street, Columbus, Ohio 43215.

Attendance at the Pre-Proposal Conference is neither mandatory nor a prerequisite to submitting a Proposal for this RFP.

Technical Proposal

Cover Letter
Supplier Registration
Subcontractor Letters
Offeror Certification Form
MBE Certification Form
Offeror Profile
Offeror Profile Summary Forms
Personnel Profile Summary Forms
Proposed System Solution
<ul style="list-style-type: none"> • Supplement 1: EH DSI Scope of Work • Supplement 2: State Architecture, Security, Privacy and Data Handling Requirements • Supplement 3: ODH Data Sharing and Confidentiality Agreement
Staffing Plan and Time Commitment
Project Plan
Assumptions
Support Requirements
System Development Life Cycle Overview
Equipment and System Elements
Pre-existing Materials
Commercial Materials
Conflict of Interest Statement
Proof of Insurance
Payment Address
Legal Notice Address
W-9 Form
Independent Contractor Acknowledgement Form
Standard Affirmation and Disclosure Form
Affirmative Action
Acceptance of Attachment Four
ODH Business Associate Agreement

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

Supplier Registration. The State of Ohio is changing the way new suppliers register to do business with the state. To provide new suppliers with an enhanced registration experience, a new Website dedicated to new and existing suppliers is now available. To register to do business in Ohio and to access supplier forms, [click here http://www.supplier.obm.ohio.gov/](http://www.supplier.obm.ohio.gov/). Offerors must verify that they are registered with the Office of Shared Services to do business in Ohio.

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: