REQUEST FOR PROPOSALS

ADDENDUM #1

ISSUED: 11/01/19

RFP NUMBER: BWCB20002

The Ohio Bureau of Workers’ Compensation (BWC) is requesting proposals for:

Active U.S. Mid Cap Value Equity Investment Management Services

Attached are pages 1, 11, 14, and 15 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 change the Proposal Due Date time to 11:00 A.M. ET on December 17, 2019

PROPOSAL DUE DATE: December 17, 2019, 11:00 A.M. ET

OPENING LOCATION: Ohio Bureau of Workers' Compensation Procurement Administration 30 W. Spring Street, Level 24 Columbus, Ohio 43215-2256
REQUEST FOR PROPOSALS
by the
STATE OF OHIO
BUREAU OF WORKERS' COMPENSATION
for
Active U.S. Mid Cap Value Equity Investment Management Services

November 1, 2019
Bid # BWCB20002

RFP ISSUED: November 1, 2019
QUESTION PERIOD BEGINS: November 1, 2019
QUESTION PERIOD ENDS: November 8, 2019 at 8:00 AM ET
PROPOSAL DUE DATE: December 17, 2019 by 11:00 AM ET

PROPOSALS RECEIVED AFTER THE DUE DATE AND TIME WILL NOT BE EVALUATED

OPENING LOCATION:
Ohio Bureau of Workers’ Compensation Purchasing Department
30 W. Spring Street, Level 24
Columbus, OH 43215-2256
2.0 CALENDAR OF EVENTS

The time schedule for this project is outlined below, and is subject to change. BWC may change this schedule at any time. If BWC changes the schedule before the Proposal due date, it will do so through an announcement on the State of Ohio Procurement website area for this RFP. Any schedule change published on the website will be followed by an addendum to this RFP, also available through the State Procurement website. It is each prospective responder’s responsibility to check the website question and answer area of this RFP for current information regarding this RFP and its calendar of events through award of the Contract for Services.

2.1 Dates

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>RFP Issued</td>
<td>November 1, 2019</td>
</tr>
<tr>
<td>Question Submission Period Begins</td>
<td>November 1, 2019</td>
</tr>
<tr>
<td>Question Submission Period Ends</td>
<td>November 8, 2019 (8:00 AM ET)</td>
</tr>
<tr>
<td>Questions and Answers Posted</td>
<td>November 13, 2019</td>
</tr>
<tr>
<td>eVestment Data Update Due</td>
<td>December 16, 2019 (8:00 AM ET)</td>
</tr>
<tr>
<td>Proposals Due</td>
<td>December 17, 2019 (11:00 AM ET)</td>
</tr>
<tr>
<td>Potential Interviews</td>
<td>February 3, 2020 – March 20, 2020</td>
</tr>
<tr>
<td>Contract Commences</td>
<td>June 1, 2020 (estimated)</td>
</tr>
</tbody>
</table>

PLEASE NOTE: These dates are subject to change.

Proposals received after 11:00 AM ET on the due date will not be evaluated.

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

Note: Please see the Ohio BWC website at https://www.bwc.ohio.gov/basics/BoardofDirectors/default.asp to view an updated schedule of meetings of the BWC Board of Directors.
3.3 Proposal Submission

Suppliers must carefully review all elements of their final Proposals. Once received by BWC, a Proposal cannot be altered except as provided in Sections 6.3 and 6.4 of this RFP. One (1) complete, sealed and signed original Proposal, one (1) electronic pdf version on USB flash drive, and four (4) hard copies of each Proposal shall be submitted for evaluation. Ensure a working password is on the USB flash drive if password is required by the Supplier (it is not a BWC requirement to have a password).

In the event there is a discrepancy between the hard copy and the electronic copy, the hard copy will be the official Proposal.

Proposals shall be clearly marked “Active U.S. Mid Cap Value Equity Investment Management RFP # BWCB20002” on the outside of the envelope. FAX transmittals will not be accepted. All material must be received by BWC together and in a timely manner consistent with the schedule presented in Section 2.1.

Each Responder must carefully review the requirements of this RFP and the contents of its Proposal. Once opened, Proposals cannot be altered, except as permitted by this RFP.

By submitting a Proposal, the Responder acknowledges that Responder has read and understands this RFP and agrees to be bound by its requirements. BWC is not responsible for the accuracy of any information regarding this RFP that was gathered through a source other than the inquiry process described in the RFP.

BWC may reject any Proposal if the Responder takes exception to the terms and conditions of this RFP, fails to comply with the procedure for participating in the RFP process, or the Responder’s Proposal fails to meet any requirement of this RFP. Any question asked during the inquiry period will not be viewed as an exception to the Terms and Conditions.

All material submitted to and accepted by BWC in response to the RFP shall become the property of BWC and will be retained by BWC in accordance with the Ohio Public Records Act and Ohio records retention laws. THE CONTENTS OF ALL PROPOSALS ARE SUBJECT TO THE OHIO PUBLIC RECORDS ACT, SECTION 149.43 OF THE OHIO REVISED CODE, UNLESS OTHERWISE EXCEPTED BY LAW.

Any material for which claim of trade secret or other confidentiality is made must be sealed in a separate envelope and marked as Confidential, with an explanation of the basis for claim of confidentiality, including any statute exempting the information from disclosure as a public record. Any claim of confidentiality is waived unless this requirement is met. Any material not separately sealed and annotated will be released upon a proper public records request. Any Proposal that claims the entire contents of the Proposal are confidential may result in the disqualification of that Proposal.

BWC will make the final determination whether the information so marked is exempt from disclosure as an exception to the Ohio Public Records Act. After a contract is awarded, if BWC determines that the information separately sealed by any Responder appears not to be exempt and may be released upon a proper request, the Supplier will be advised of BWC’s intent to release the information.

Proposals must be sealed and received in BWC Procurement Administration by 11:00 AM ET on December 17, 2019. Proposals delivered after the deadline will not be accepted nor evaluated and shall be deemed non-responsive. Proposals will be opened publicly after the 11:00 AM ET deadline at BWC.
If mailing Proposals, Suppliers should allow for sufficient mailing time to ensure timely receipt by BWC Procurement Administration. No deliveries will be accepted on Saturday, Sunday, or State of Ohio observed legal holidays as defined in ORC Section 1.14. All mail and deliveries can be expected to undergo package security screening (amounting to approximately one hour) before receipt in BWC Procurement Administration. Suppliers must anticipate this additional time when arranging for mail or delivery of Proposals. If attending the opening, Suppliers must bring photo identification and should allow for additional time for personal security screening (amounting to approximately twenty minutes) and for package security screening (amounting to approximately one hour) if they are also delivering their Proposals in person at that time. Submit complete copies of the Proposal to:

**BY MAIL OR HAND-DELIVERED:**
Ohio Bureau of Workers' Compensation
Purchasing Department
William Green Building
30 West Spring Street, Level 24
Columbus, Ohio 43215-2256

PLEASE MAKE SURE THE PROPOSALS ARE DELIVERED TO BWC PROCUREMENT ADMINISTRATION ON THE 24th FLOOR OF THE WILLIAM GREEN BUILDING BY 11:00 AM ET ON THE DUE DATE. PROPOSALS DELIVERED TO OTHER LOCATIONS MAY NOT BE RECEIVED BY BWC PROCUREMENT ADMINISTRATION IN A TIMELY MANNER. ONLY PROPOSALS RECEIVED IN BWC PROCUREMENT ADMINISTRATION BY 11:00 AM ET ON THE DUE DATE WILL BE OPENED AND CONSIDERED.

WAIVER OF DEFECTS. BWC may waive any defects in any Proposal or in the submission process followed by a Responder. BWC will only do so if it believes that it is in the State's interests and will not cause any material unfairness to other Responders.

ADDENDA TO PROPOSALS. Addenda or withdrawals of Proposals will be allowed only if the addendum or withdrawal is received before the Proposal due date. No addenda or withdrawals will be permitted after the due date, except as authorized by this RFP.

PROPOSAL INSTRUCTIONS. Each Proposal must be organized in an indexed binder ordered in the same manner as the response items are ordered in Section 5.0 Proposal Format of this RFP.

BWC wants clear and concise Proposals. Responders should, however, take care to completely answer questions and meet the RFP’s requirements thoroughly. All Responders, including current contract holders, if applicable, must provide detailed and complete responses as Proposal evaluations, and subsequent scores, are based solely on the content of the Proposal.

No assumptions will be made, or values assigned for the competency of the Responder whether or not the Responder is a current or previous contract holder.