

# AMENDMENT 1 FOR RFP NUMBER 0A1073

**DATE AMENDMENT ISSUED: May 9, 2012**

The State of Ohio, through the Department of Administrative Services, Information Technology Procurement Services, for a consortium of State agencies is issuing this amendment for the Request for Proposals entitled:

## Enterprise eLicensing System

**INQUIRY PERIOD BEGINS:** April 16, 2012  
**\*\*\*INQUIRY PERIOD ENDS:** ~~May 8, 2012~~ **May 29, 2012\*\*\***  
**\*\*\*OPENING DATE:** ~~May 14, 2012~~ **June 4, 2012\*\*\***  
**OPENING TIME:** 1:00 p.m.  
**OPENING LOCATION:** Department of Administrative Services  
IT Procurement Services  
Bid Room  
4200 Surface Road  
Columbus, Ohio 43228

The attached page(s) represent the Request for Proposals (RFP) amendment for the RFP listed above. Please use replacement pages contained in this document to replace the page(s) previously issued by the State.

Specifications and requirements that have been revised are surrounded by triple asterisks, bold type and when applicable, strikethrough.

# REQUEST FOR PROPOSALS

RFP NUMBER: 0A1073  
DATE ISSUED: April 16, 2012

The State of Ohio, through the Department of Administrative Services, Information Technology Procurement Services for a consortium of State agencies is requesting proposals for:

## Enterprise eLicensing System

INQUIRY PERIOD BEGINS: April 16, 2012  
\*\*\*INQUIRY PERIOD ENDS: ~~May 8, 2012~~ May 29, 2012\*\*\*  
\*\*\*OPENING DATE: ~~May 14, 2012~~ June 4, 2012\*\*\*  
OPENING TIME: 1:00 p.m.  
OPENING LOCATION: Department of Administrative Services  
IT Procurement Services  
Bid Room  
4200 Surface Road  
Columbus, Ohio 43228

PRE-PROPOSAL CONFERENCE DATE: April 25, 2012 at 9:00 a.m.

This RFP consists of five parts and ten attachments, totaling 106 consecutively numbered pages. Supplements also are attached to this RFP with a beginning header page and an ending trailer page. Please verify that you have a complete copy.

Project, if awarded the Contract, may be licensed to the State under the terms of Attachment Four or the applicable software marketer's standard commercial license, if the terms of that license are acceptable to the State, or if the State and the software marketer negotiate acceptable changes to the commercial license.

**Calendar of Events.** The schedule for the RFP process and 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 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. 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:	April 16, 2012
Inquiry Period Begins:	April 16, 2012
Pre-Proposal Conference Date:	April 25, 2010 at 9:00 a.m.
<b>***Inquiry Period Ends:</b>	<del>May 8</del> <b>May 29, 2012 at 8:00 a.m.***</b>
<b>***Proposal Due Date:</b>	<del>May 14</del> <b>June 4, 2012 at 1:00 p.m.***</b>
Project Completion	June 30, 2013

Estimated Dates

Award Date:	June 25, 2012
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Estimated Project Dates

Project Work Begins:	July 9, 2012
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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.

**PART TWO: STRUCTURE OF THIS RFP**

**Organization.** This RFP is organized into five parts and has 10 attachments. The parts and attachments are listed below. There also is one or more supplements to this RFP listed below.

**Parts:**

- Part 1 Executive Summary
- Part 2 Structure of this RFP
- Part 3 General Instructions
- Part 4 Evaluation of Proposals
- Part 5 Award of the Contract

**Attachments:**

- |                  |   |
|------------------|---|
| Attachment One   | Evaluation Criteria   |
| Attachment Two   | Project Requirements and Special Provisions                             |
| Attachment Three | Requirements for Proposals  |
| Attachment Four  | General Terms and Conditions  |
| Attachment Five  | Sample Contract   |
| Attachment Six   | Sample Deliverable Submittal and Acceptance (Deliverable Sign-Off Form) |
| Attachment Seven | Offeror Certification Form  |
| Attachment Eight | Offeror Profile Summary   |
| Attachment Nine  | Master Contract for Software Licensing                                  |
| Attachment Ten   | Cost Summary  |

**ATTACHMENT EIGHT: OFFEROR PROFILE SUMMARY**

**OFFEROR MANDATORY REQUIREMENTS**

**MANDATORY REQUIREMENT:** The offeror must demonstrate a minimum of two successfully implemented enterprise eLicensing software installations in production in at least two government jurisdictions. For this requirement 'enterprise' indicates an eLicensing solution that is centrally supported and utilized by multiple internal customers.

**If more than five references are provided, only the first five listed will be used for scoring.**

<b>Government Jurisdiction Name:</b>	<b>Contact Name:</b> (Indicate Primary or Alternate)	
<b>Address:</b>	<b>Contact Title:</b>	
<b>Project Name:</b>	<b>Beginning Date of Implementation:</b> Month/Year:	<b>Date implementation moved into Production:</b> Month/Year:
<b>List the ***government jurisdictions internal customers***:</b>		
<b>Provide a detailed description of the referenced enterprise eLicensing software implementation.</b>		
<b>Describe how the referenced project demonstrates the offeror's experience, capability, and capacity to develop the Deliverables or to achieve the milestones for the State's project:</b>		

## Supplement Seven - Participating Boards and Commissions

Board & Link	Renewal (years)	Employee FTEs	Active Licenses	
			FY 2010	FY 2011
Accountancy Board ( <a href="http://www.acc.ohio.gov">www.acc.ohio.gov</a> )	3	9	32,839	32,561
Architects Board and the State Board of Landscape Architect Examiners ( <a href="http://www.arc.ohio.gov">www.arc.ohio.gov</a> )	2	4	8,148	8,542
Board of Dietetics ( <a href="http://www.dietetics.ohio.gov">www.dietetics.ohio.gov</a> )	1	3.5	3,689	3,560
Board of Motor Vehicle Collision Repair Registration ( <a href="http://www.collisionboard.ohio.gov">www.collisionboard.ohio.gov</a> )	1	3	1,462	1,397
Board of Nursing ( <a href="http://www.nursing.ohio.gov">www.nursing.ohio.gov</a> )	2	57	241,503	251,765
Board of Speech-Language Pathology and Audiology ( <a href="http://www.slpaud.ohio.gov">www.slpaud.ohio.gov</a> )	2	4	7,411	7,246
Chemical Dependency Professionals Board ( <a href="http://www.ocdp.ohio.gov">www.ocdp.ohio.gov</a> )	2	5	7,514	7,345
Counselor, Social Worker, and Marriage and Family Therapist Board ( <a href="http://www.cswmft.ohio.gov">www.cswmft.ohio.gov</a> )	2	12	31,450	32,100
Occupational Therapy, Physical Therapy, and Athletic Trainers Board ( <a href="http://www.otptat.ohio.gov">www.otptat.ohio.gov</a> )	2	8	22,510	23,368
Ohio Casino Control Commission ( <a href="http://www.casinocontrol.ohio.gov">www.casinocontrol.ohio.gov</a> )	3	***N/A 37***	***N/A 0***	***N/A 0***
Ohio Manufactured Homes Commission ( <a href="http://www.omhc.ohio.gov">www.omhc.ohio.gov</a> )	2	6	416	844
Ohio Optical Dispensers Board ( <a href="http://www.optical.ohio.gov">www.optical.ohio.gov</a> )	1	3	5,299	5,496
Ohio State Barber Board ( <a href="http://www.barber.ohio.gov">www.barber.ohio.gov</a> )	2	7	12,204	11,670
Ohio State Dental Board ( <a href="http://www.dental.ohio.gov">www.dental.ohio.gov</a> )	2	14	30,094	30,303
Respiratory Care Board ( <a href="http://www.respiratorycare.ohio.gov">www.respiratorycare.ohio.gov</a> )	2	4.5	8,151	8,800
State Board of Cosmetology ( <a href="http://www.cos.ohio.gov">www.cos.ohio.gov</a> )	2	34	123,337	116,580
State Board of Embalmers and Funeral Directors ( <a href="http://www.funeral.ohio.gov">www.funeral.ohio.gov</a> )	2	6	6,828	6,704
State Board of Optometry ( <a href="http://www.optometry.ohio.gov">www.optometry.ohio.gov</a> )	1	3	2,148	2,156
State Board of Orthotics, Prosthetics, and Pedorthics ( <a href="http://www.opp.ohio.gov">www.opp.ohio.gov</a> )	1	1.5	395	389
State Board of Pharmacy ( <a href="http://www.pharmacy.ohio.gov">www.pharmacy.ohio.gov</a> )	1	47	36,535	35,840
State Board of Psychology ( <a href="http://www.psychology.ohio.gov">www.psychology.ohio.gov</a> )	2	5	3,729	3,485
State Board of Registration for Professional Engineers and Surveyors ( <a href="http://www.peps.ohio.gov">www.peps.ohio.gov</a> )	1	8	28,688	29,021
State Board of Sanitarian Registration ( <a href="http://www.sanitarian.ohio.gov">www.sanitarian.ohio.gov</a> )	1	1.5	1,585	1,506

Board & Link	Renewal (years)	Employee FTEs	Active Licenses	
			FY 2010	FY 2011
State Chiropractic Board ( <a href="http://www.chirobd.ohio.gov">www.chirobd.ohio.gov</a> )	2	5	2,368	2,559
State Medical Board ( <a href="http://www.med.ohio.gov">www.med.ohio.gov</a> )	2	80	62,839	64,755
Veterinary Medical Licensing Board ( <a href="http://www.ovmlb.ohio.gov">www.ovmlb.ohio.gov</a> )	2	2.5	6,594	6,775
<b>TOTAL</b>		<del>333.5</del> <b>370.5</b>	<b>687,736</b>	<b>694,767</b>

## Supplement Nine – Board-Commission Complexity and Sizing

	Modules Currently In Use													
	Active User Accounts	Credential Types	Active Credential Records	Recently Issued Credentials	Super-vision	Online Application	Online Renewal	Com-plaints	Enforce-ment	Exams	Continuing Education	Schools	Exter-nal Docu-ments	Imports/ Exports
Accountancy Board	26	16	66,399	1,093	Y		Y	Y	Y	Y	Y	Y		
Architects Board and the State Board of Landscape Architect Examiners	15	6	19,284	398	Y		Y	Y		Y		Y	Y	
Board of Dietetics	16	9	16,475	496	Y						Y	Y		
Board of Motor Vehicle Collision Repair Registration	14	18	3,250	35					Y					
Board of Nursing	115	32	488,420	19,337			Y			Y		Y		
Board of Speech-Language Pathology and Audiology	20	13	15,658	713	Y	Y	Y	Y	Y		Y	Y		
Chemical Dependency Professionals Board	8	35	24,043	1,370			Y			Y				
Counselor, Social Worker, and Marriage and Family Therapist Board	21	17	91,776	4,226	Y	Y	Y	Y	Y			Y	Y	
Occupational Therapy, Physical Therapy, and Athletic Trainers Board	21	32	50,708	1,723		Y	Y			Y		Y		
***Ohio Casino Control Commission	18***	2***	1870***	1870***										Y
Ohio Manufactured Homes Commission	17	664	2,534	82	Y						Y			Y
Ohio Optical Dispensers Board	16	13	13,267	909	Y		Y	Y			Y			
Ohio State Barber Board	12	5	34,871	557										
Ohio State Dental Board	34	12	55,416	2,297	Y		Y					Y	Y	
Respiratory Care Board	18	23	24,278	897	Y		Y	Y	Y			Y	Y	
State Board of Cosmetology	95	52	409,044	14,119	Y	Y	Y	Y	Y		Y	Y		
State Board of Embalmers and Funeral Directors	33	20	13,134	449	Y			Y	Y	Y	Y			
State Board of Optometry	12	3	3,089	79										
State Board of Orthotics, Prosthetics, and Pedorthics	12	12	964	30	Y		Y	Y				Y		
State Board of Pharmacy	78	226	130,440	4,073	Y		Y					Y		Y
State Board of Psychology	19	4	17,267	132	Y			Y	Y		Y	Y	Y	
State Board of Registration for Professional Engineers and Surveyors	22	6	65,567	1,645			Y			Y		Y		Y
State Board of Sanitarian Registration	20	3	5,518	120	Y			Y	Y	Y	Y	Y		
State Chiropractic Board	19	5	3,794	131	Y					Y		Y		
State Medical Board	195	73	209,336	8,941	Y	Y	Y	Y	Y	Y		Y	Y	Y
Veterinary Medical Licensing Board	15	10	15,976	504	Y		Y			Y		Y		