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| seal-jpg | **STATE OF TENNESSEE TREASURY**  **REQUEST FOR INFORMATION # 30901-51122**  **AMENDMENT # 2**  **FOR POLICY AND PROCEDURES MANAGEMENT SYSTEM** |

**DATE: March 16, 2022**

**RFI # 30901-51122 IS AMENDED AS FOLLOWS:**

1. **This RFI Schedule of Events updates and confirms scheduled RFI dates.** Any event, time, or date containing revised or new text is highlighted.

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| **EVENT** | | **TIME**  **(Central Time Zone)** | **DATE**  **(all dates are State business days)** | **CONFIRMED OR UPDATED** |
|  | RFI Issued |  | February 9, 2022 | CONFIRMED |
|  | Notice of Intent to Respond |  | February 16, 2022 | CONFIRMED |
|  | Written Questions and Comments Deadline | 2:00 p.m. | February 25, 2022 | CONFIRMED |
|  | State’s Response to Questions and Comments |  | March 16, 2022 | UPDATED |
|  | RFI Response Deadline | 2:00 p.m. | March 21, 2022 | CONFIRMED |
|  | Scheduling of Optional Oral Presentations (if determined to be beneficial to the State) |  | April 1, 2022 | CONFIRMED |
|  | Optional Oral Presentations (if determined to be beneficial to the State) | 8:00 a.m. to 4:30 p.m. | April 13 – April 20, 2022 | CONFIRMED |

1. **State responses to questions and comments in the table below amend and clarify this RFI.**

Any restatement of RFI text in the Question/Comment column shall NOT be construed as a change in the actual wording of the RFI document.

| **QUESTION / COMMENT** | | **STATE RESPONSE** |
| --- | --- | --- |
|  | In regards to *Technical Information Form Question #18*: What type of access do you want the parties external to the Department to have? Are you wanting the external parties to be able to just view documents? Need attesting abilities? Need abilities to edit document? Please provide the use case and needs as we can help with this, but need more insight to appropriately scope. | Please see amendment 1 response to questions 1, 5 and 12. |
|  | In regards to *Technical Information Form Question #24*   * 1. Would metadata need to be included?   2. How many documents?   3. What format are the documents in? | 1. The State would like to see responses offering options for the indexing of existing agency documents. Metadata will be available for some but not all documents. 2. See Response in Amendment 1 to Question 17. 3. See Response in Amendment 1 to Question 10. |

1. **RFI Amendment Effective Date.** The revisions set forth herein shall be effective upon release. All other terms and conditions of this RFI not expressly amended herein shall remain in full force and effect.