



STATE OF TENNESSEE
DEPARTMENT OF HUMAN SERVICES

REQUEST FOR PROPOSALS # 34501-14222
AMENDMENT # 2
TANF OPPORTUNITY ACT RESEARCH
CONTRACTOR

DATE: February 9, 2022

RFP # 34501-14222 IS AMENDED AS FOLLOWS:

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

EVENT	TIME (central time zone)	DATE
1. RFP Issued		January 5, 2022
2. Disability Accommodation Request Deadline	2:00 p.m.	January 10, 2022
3. Notice of Intent to Respond Deadline	2:00 p.m.	January 13, 2022
4. Written "Questions & Comments" Deadline	2:00 p.m.	January 20, 2022
5. State Response to Written "Questions & Comments"		February 4, 2022
6. Response Deadline	2:00 p.m.	February 17, 2022
7. State Schedules Respondent Oral Presentations		February 18, 2022
8. Respondent Oral Presentations		February 24-25, 2022
9. State Completion of Technical Response Evaluations		March 1, 2022
10. State Opening & Scoring of Cost Proposals	2:00 p.m.	March 1, 2022
11. Negotiations		March 1-4, 2022
12. State Notice of Intent to Award Released <u>and</u> RFP Files Opened for Public Inspection	2:00 p.m.	March 18, 2022
13. End of Open File Period		March 28, 2022
14. State sends contract to Contractor for signature		April 11, 2022
15. Contractor Signature Deadline	2:00 p.m.	April 18, 2022

2. Delete RFP # ATTACHMENT 6.2. – SECTION A, in its entirety, and replace it with the following: RFP # ATTACHMENT 6.2 – SECTION A, attached to this amendment. Revisions of the original RFP document are emphasized within the new release. Any sentence or paragraph containing revised or new text is highlighted.

RFP ATTACHMENT 6.2. — Section A

TECHNICAL RESPONSE & EVALUATION GUIDE

SECTION A: MANDATORY REQUIREMENTS. The Respondent must address all items detailed below and provide, in sequence, the information and documentation as required (referenced with the associated item references). The Respondent must also detail the response page number for each item in the appropriate space below.

The Solicitation Coordinator will review the response to determine if the Mandatory Requirement Items are addressed as required and mark each with pass or fail. For each item that is not addressed as required, the Proposal Evaluation Team must review the response and attach a written determination. In addition to the Mandatory Requirement Items, the Solicitation Coordinator will review each response for compliance with all RFP requirements.

RESPONDENT LEGAL ENTITY NAME:			
Response Page # (Respondent completes)	Item Ref.	Section A— Mandatory Requirement Items	Pass/Fail
		The Response must be delivered to the State no later than the Response Deadline specified in the RFP Section 2, Schedule of Events.	
		The Technical Response and the Cost Proposal documentation must be packaged separately as required (refer to RFP Section 3.2., <i>et. seq.</i>).	
		The Technical Response must NOT contain cost or pricing information of any type.	
		The Technical Response must NOT contain any restrictions of the rights of the State or other qualification of the response.	
		A Respondent must NOT submit alternate responses (refer to RFP Section 3.3.).	
		A Respondent must NOT submit multiple responses in different forms (as a prime and a subcontractor) (refer to RFP Section 3.3.).	
	A.1.	Provide the Statement of Certifications and Assurances (RFP Attachment 6.1.) completed and signed by an individual empowered to bind the Respondent to the provisions of this RFP and any resulting contract. The document must be signed without exception or qualification.	
	A.2.	Provide a statement, based upon reasonable inquiry, of whether the Respondent or any individual who shall cause to deliver goods or perform services under the contract has a possible conflict of interest (<i>e.g.</i> , employment by the State of Tennessee) and, if so, the nature of that conflict.	

RESPONDENT LEGAL ENTITY NAME:			
Response Page # (Respondent completes)	Item Ref.	Section A— Mandatory Requirement Items	Pass/Fail
		NOTE: Any questions of conflict of interest shall be solely within the discretion of the State, and the State reserves the right to cancel any award.	
	A.3.	Provide a current bank reference indicating that the Respondent's business relationship with the financial institution is in positive standing. Such reference must be written in the form of a standard business letter, signed, and dated within the past three (3) months.	
	A.4.	Provide two current positive credit references from vendors with which the Respondent has done business written in the form of standard business letters, signed, and dated within the past three (3) months.	
	A.5.	Respondent's Technical Response must not exceed one hundred (100) pages in length and all text must be at least a 12-point font (maps, graphs, financial statements, and charts included as an appendix will not count against this page limit).	
	A.6.	Provide a statement confirming that the Respondent shall not serve as the TANF Opportunity Act Training and Technical Assistance Contractor or perform services required under the contract that will be awarded pursuant to RFP 34530-80523.	
State Use – Solicitation Coordinator Signature, Printed Name & Date:			

3. Add the following as RFP Attachment 6.6 section A.11 and renumber any subsequent sections as necessary:

A.11. The Contractor shall not perform any services as a training and technical assistance contractor required by or contemplated in the contract to be awarded by the State of Tennessee pursuant to RFP 34530-80523.

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