



STATE OF TENNESSEE  
DEPARTMENT OF HUMAN SERVICES

**REQUEST FOR PROPOSALS # 34513-06525  
AMENDMENT # 2  
FOR CHILD SUPPORT ENFORCEMENT SERVICES IN  
TENNESSEE (HICKMAN, LEWIS, PERRY, AND  
WILLIAMSON COUNTIES)**

**DATE: March 6, 2024**

**Clarification: The awarded vendor is expected to provide child support enforcement services for all four counties: Hickman, Lewis, Perry, and Williamson.**

**RFP # 34513-06525 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.**

<b>EVENT</b>	<b>TIME (central time zone)</b>	<b>DATE</b>
1. RFP Issued		February 1, 2024
2. Disability Accommodation Request Deadline	2:00 p.m.	February 7, 2024
3. Notice of Intent to Respond Deadline	2:00 p.m.	February 8, 2024
4. Written "Questions & Comments" Deadline	2:00 p.m.	February 23, 2024
5. State Response to Written "Questions & Comments"		March 6, 2024
6. Response Deadline	2:00 p.m.	March 20, 2024
7. State Completion of Technical Response Evaluations		April 3, 2024
8. State Opening & Scoring of Cost Proposals	2:00 p.m.	April 4, 2024
9. Negotiation		April 8, 2024, through April 10, 2023
10. State Notice of Intent to Award Released and RFP Files Opened for Public Inspection	2:00 p.m.	April 12, 2024
11. End of Open File Period		April 19, 2024
12. State sends contract to Contractor for signature		April 22, 2024
13. Contractor Signature Deadline	2:00 p.m.	April 29, 2024

**2. State responses to questions and comments in the table below amend and clarify this RFP.**

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

RFP SECTION	PAGE #	QUESTION / COMMENT	STATE RESPONSE
A.64	18	1. When does the State plan to refresh the PC equipment (laptops, docking cubes, and monitors)?	The PC equipment will be refreshed at the start of the Contract. This includes laptops, docking stations, and monitors.
		2. Because of the number of child support RFPs that some contractors have responded to recently, and the fact that two more are now outstanding, we are concerned about the burden being placed on the sources for references. There are only a limited number of such sources for any given contractor.  Could the State accept references for the above-referenced RFPs that have been submitted for similar RFPs in the past three months ? If not, could references be provided for both of the above RFPs using the standard reference form with both RFPs being shown at the top? We are looking for a way to reduce the workload for our references.	References provided should have the appropriate RFP number listed on the reference questionnaire per the instructions on the Attachment 6.4. A respondent may use the same references, but the questionnaires provided must be on the forms unique to each solicitation.

**3. 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.