

New York State Office of General Services
New York State Procurement (NYSPRO)
Corning Tower Building
Empire State Plaza
Albany, New York 12242
<http://ogs.ny.gov>

PURCHASING MEMORANDUM

BID SOLICITATION UPDATE #4

RFP NUMBER: 22822

DATE: June 13, 2014

GROUP: 73012 Business Advisory Services for the
Integrated Eligibility System

**PLEASE ADDRESS INQUIRIES TO
DESIGNATED CONTACTS:**

Sharon Featherstone
Marc Kleinhenz
Kathleen McAuley
Email: PS_SW_ITF@ogs.ny.gov

BID OPENING: June 16, 2014

SUBJECT: Update #4 –MWBE Vendors Interested in Participation Revised 6-13-14

TO PROSPECTIVE BIDDERS:

The following summarizes the revisions to the Request for Proposal (RFP) Business Advisory Services for the Integrated Eligibility System (Group 73012). All RFP documents can be found at the following link:
<http://www.ogs.ny.gov/purchase/biddocument/22822BID.ASP>.

REMINDER: The Bid Opening Date for this Solicitation is **June 16, 2014 at 11:00 AM**.

RFP Section	Revision/Update
M/WBE Vendors Interested in Partnership	Updated to include additional vendors.

All other terms and conditions remain the same.

If submitting a bid, this page must be signed, attached to, and made a part of your bid.

BID OF (COMPANY): _____

ADDRESS: _____

CITY, STATE, ZIP: _____

SIGNATURE OF BIDDER: _____

PRINTED COPY OF SIGNATURE: _____ DATE: _____

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PURCHASING MEMORANDUM

BID SOLICITATION UPDATE #3

RFP NUMBER: 22822

DATE: June 10, 2014

GROUP: 73012 Business Advisory Services for the
Integrated Eligibility System

**PLEASE ADDRESS INQUIRIES TO
DESIGNATED CONTACTS:**

Sharon Featherstone
Marc Kleinhenz
Kathleen McAuley
Email: PS_SW_ITF@ogs.ny.gov

BID OPENING: June 16, 2014

SUBJECT: Update #3 –MWBE Vendors Interested in Participation Revised 6-6-14

TO PROSPECTIVE BIDDERS:

The following summarizes the revisions to the Request for Proposal (RFP) Business Advisory Services for the Integrated Eligibility System (Group 73012). All RFP documents can be found at the following link:
<http://www.ogs.ny.gov/purchase/biddocument/22822BID.ASP>.

REMINDER: The Bid Opening Date for this Solicitation is **June 16, 2014 at 11:00 AM**.

RFP Section	Revision/Update
M/WBE Vendors Interested in Partnership	Updated to include additional vendors.

All other terms and conditions remain the same.

If submitting a bid, this page must be signed, attached to, and made a part of your bid.

BID OF (COMPANY): _____

ADDRESS: _____

CITY, STATE, ZIP: _____

SIGNATURE OF BIDDER: _____

PRINTED COPY OF SIGNATURE: _____ DATE: _____

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Albany, New York 12242
<http://ogs.ny.gov>

PURCHASING MEMORANDUM

BID SOLICITATION UPDATE #2

RFP NUMBER: 22822

DATE: June 2, 2014

GROUP: 73012 Business Advisory Services for the
Integrated Eligibility System

**PLEASE ADDRESS INQUIRIES TO
DESIGNATED CONTACTS:**

Sharon Featherstone
Marc Kleinhenz
Kathleen McAuley
Email: PS_SW_ITF@ogs.ny.gov

BID OPENING: June 16, 2014

SUBJECT: Update #2 – Revised Bid Opening Date; Revised RFP, Attachment 1; Due Date Extension for MWBE
Vendors Interested in Participation

TO PROSPECTIVE BIDDERS:

The following summarizes the revisions to the Request for Proposal (RFP) Business Advisory Services for the
Integrated Eligibility System (Group 73012). All RFP documents can be found at the following link:
<http://www.ogs.ny.gov/purchase/biddocument/22822BID.ASP>.

REMINDER: The Bid Opening Date for this Solicitation is **June 16, 2014 at 11:00 AM**.

RFP Section	Revision/Update
Title	Update 2 – 6/2/14 has been added to the Title Page
2.2 Key Events and Dates	M/WBE Interest Deadline of June 6, 2014 at 11:00 AM has been added. Proposal Submission Deadline has been revised to June 16, 2014 at 11:00 AM. Finalist Interviews has been revised to on or about June 23, 2014. Target Date for Selection has been revised to on or about June 26, 2014.
9.16 M/WBE Interest in Partnership	The following sentence has been revised: M/WBE vendors interested in such a partnership should send an email with the subject line M/WBE INTEREST [BIDDER NAME] to Marc.kleinhenz@OGS.ny.gov before the “M/WBE Interest Deadline” (see Section 2.2).
Attachment 1 – Proposal Checklist	Revised Bid Opening Date and Time (06/16/2014, 11:00 AM)

All other terms and conditions remain the same.

If submitting a bid, this page must be signed, attached to, and made a part of your bid.

BID OF (COMPANY): _____
ADDRESS: _____
CITY, STATE, ZIP: _____
SIGNATURE OF BIDDER: _____
PRINTED COPY OF SIGNATURE: _____ DATE: _____

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Albany, New York 12242
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PURCHASING MEMORANDUM

BID SOLICITATION UPDATE

RFP NUMBER: 22822

DATE: May 30, 2014

GROUP: 73012 Business Advisory Services for the Integrated Eligibility System

PLEASE ADDRESS INQUIRIES TO DESIGNATED CONTACTS:

Sharon Featherstone
 Marc Kleinhenz
 Kathleen McAuley
 Email: PS_SW_ITF@ogs.ny.gov

BID OPENING: June 5, 2014

SUBJECT: Update #1 – Revised RFP, Attachments 1 and 6; Inquiry Responses; Current MWBE Vendors Interested in Participation

TO PROSPECTIVE BIDDERS:

The following summarizes the revisions to the Request for Proposal (RFP) Business Advisory Services for the Integrated Eligibility System (Group 73012). All RFP documents – including answers to questions received - can be found at the following link: <http://www.ogs.ny.gov/purchase/biddocument/22822BID.ASP>.

REMINDER: The Bid Opening Date for this Solicitation is **June 5, 2014 at 11:00 AM**.

RFP Section	Revision/Update
Title	The reference to Statewide has been removed from the RFP Title.
Table of Contents	The Table of Contents has been replaced in its entirety.
2.2 Key Events and Dates	The Closing Date for Inquiries has been corrected from May 20, 2011 to May 20, 2014.
4.2 Task Orders	The “Error! Reference source not found” has been corrected to read “Section 6.4 Technical Proposal Evaluation.”
5.4.4 Senior Specialist	The first sentence has been revised to read “The Senior Specialist, working under the Technical Team will be responsible for performing the more complex analytical work, depending on the project, as well as day-to-day activities.”
6.3 Administrative Proposal Evaluation	The “Error! Reference source not found” has been corrected to read “Section 7.1.1 Administrative Proposal Requirements.”
6.4.1 Interview	The second bullet has been revised to read “. . . the staff related documentation or their responses to bullet 1 of this section. “
6.5.3 Part 3 – Task Order 1 Cost Proposal	The title has been renamed “Part 3 – Task Order 1 Cost Proposal.” The paragraph has been revised to read “. . . Task Order 1 deliverable . . . The Task Order 1 Cost Proposal will be the sum of all deliverables.”
6.5.4 Financial Proposal Scoring	The paragraph has been revised to read “. . . and Part 3 – Task Order 1 Cost Proposal.”

RFP Section	Revision/Update
Section 7	The last sentence of the second paragraph has been revised to read “. . . in order to perform said services during the term of the Contract, comply with any requirements imposed upon it by law during said Contract term.”
8.1.H NYS Procurement Rights	The sentence has been revised to read “Change any of the schedule dates with notification through the New York State Contract Reporter;”
9.13 Appendix B Amendments	Section 14b has been amended.
9.13 Appendix B Amendments	Section 28 has been deleted in its entirety.
9.13 Appendix B Amendments	Section 41 has been amended.
9.13 Appendix B Amendments	Section 60a has been amended.
9.13 Appendix B Amendments	Section 65a has been amended.
9.13 Appendix B Amendments	Section 72 has been replaced in its entirety.
9.13 Appendix B Amendments	Section 73 has been amended.
9.13 Appendix B Amendments	Sections 78-86 have been deleted in their entirety.
9.16 M/WBE Interest in Partnership	Email within MWBE Interest in Partnership has been corrected.
9.16 M/WBE Interest in Partnership	The following paragraph has been added “A listing of MWBE vendors interested in a partnership will be provided to all Prospective Bidders in the form of document which will be posted and released through New York State Contract Reporter: https://www.nyscr.ny.gov/ .”
9.17 Employee Information Required to Be Reported . . .	The following paragraph has been revised “Further information is available in the Office of the State Comptroller’s Guide to Financial Operations, Bulletin G-226 XI.18.C Consultant Disclosure Legislation regarding the Contractor Consultant Law requirements and report Forms A and B at http://osc.state.ny.us/agencies/guide/MyWebHelp/ .”
9.21 Price Increases Or Decreases	This has been replaced in its entirety.
9.33 Electronic Communication	This is a new section of the RFP.
9.34 No Software / Hardware	This is a new section of the RFP.
9.35 Ownership/Title to Project Deliverables	This is a new section of the RFP.
9.36 Product Acceptance	This is a new section of the RFP.
Attachment 1 – Proposal Checklist, Administrative Proposal Requirements	Item 11 (Insurance) has been revised in its entirety.
Attachment 1 – Proposal Checklist, Technical Proposal Requirements	Item 8 (Executive Summary) has been revised in its entirety.
Attachment 1 – Proposal Checklist, Technical Proposal Requirements	Item 9 (Project Staffing Plan) has been revised in its entirety.
Attachment 1 – Proposal Checklist, Financial Proposal Requirements	Item 6 (Attachment 6) has been revised to include “Attachment 6 – Cost Proposal.”
Attachment 1 – Proposal Checklist, Financial Proposal Requirements	Item 7 (Attachment 6) has been revised to include “Attachment 6 – Cost Proposal.”
Attachment 6 – Cost Proposal	Part 2 – Non-Key Personnel has been revised to include Labor Category titles.
Attachment 6 – Cost Proposal	Part 3 Section Title has been renamed “Part 3 – Task Order 1 Cost Proposal.”
Attachment 6 – Cost Proposal	Part 3 Total has been renamed “Part 3 – Task Order 1 Cost Proposal.”
Current M/WBE Vendors Interested in Participation	This document has been added in its entirety.

All other terms and conditions remain the same.

If submitting a bid, this page must be signed, attached to, and made a part of your bid.

BID OF (COMPANY): _____

ADDRESS: _____

CITY, STATE, ZIP: _____

SIGNATURE OF BIDDER: _____

PRINTED COPY OF SIGNATURE: _____ DATE: _____

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