



SOLICITATION ADDENDUM

Date: **July 23, 2018**
Subject: **Case Management Platform**
Solicitation Number: **RFP Number 6100045962**
Due Date/Time: **August 23, 2018 at 3:00 p.m.**
Addendum Number: **Addendum 1**

To All Suppliers:

The Commonwealth of Pennsylvania defines a solicitation "Addendum" as an addition to or amendment of the original terms, conditions, specifications, or instructions of a procurement solicitation (e.g., Invitation for Bids or Request for Proposals).

Please see the following update:

Edits: The following section(s) of the *Office of Attorney General Case Management Platform RFP* as updated on the OAG Procurement webpage <https://www.attorneygeneral.gov/procurement/>. Changes are shown here in **bold**. Changes are both additions and deletions. Deleted items are noted with a **strikethrough**.

PART II - CRITERIA FOR SELECTION

II-4. Evaluation Criteria. The following criteria will be used in evaluating each proposal:

C. Small Diverse Business and Small Business Participation

BDISBO has established the minimum evaluation weight for the Small Diverse Business and Small Business Participation criterion for this RFP as 20% of the total points.

1. The Small Diverse ~~Business~~ and Small Business ~~Participation~~ point allocation is based entirely on the percentage of the contract cost committed to Small Diverse Businesses and Small Businesses. **If the Offeror is a Small Diverse Business, 100% of the contract cost is allocated to Small Diverse Business participation. If the Offeror is a Small Business, 100% of the contract cost is allocated to Small Business participation.**
2. A total combined SDB/SB commitment less than one percent (1%) of the total contract cost is considered de minimis and will receive no Small Diverse Business or Small Business points.



- ~~3. Two thirds (2/3) of the total points are allocated to Small Diverse Business participation (SDB %).~~
- ~~4. One third (1/3) of the total points is allocated to Small Business participation (SB %).~~
53. Based on a maximum total of 200 available points for the Small Diverse Business and Small Business Participation Submittal, the scoring mechanism is as follows:

Small Diverse Business and Small Business Raw Score =

$$200 (SDB\% + (1/3 * SB \%))$$

4. **The Small Diverse Business and Small Business Raw Score is capped at 200.**
65. **The Offeror with the highest raw score will receive 200 points.** Each Offeror's raw score will be pro-rated against the Highest Offeror's raw score by applying the formula set forth on the following webpage:
http://www.dgs.pa.gov/Businesses/Materials%20and%20Services%20Procurement/Procurement-Resources/Pages/RFP_SCORING_FORMULA.aspx.
76. The Offeror's prior performance in meeting its contractual obligations to Small Diverse Businesses and Small Businesses will be considered by BDISBO during the scoring process. To the extent the Offeror has failed to meet prior contractual commitments, BDISBO may recommend to the Issuing Office that the Offeror be determined non-responsible for the limited purpose of eligibility to receive Small Diverse Business and Small Business points.

PART III - TECHNICAL SUBMITTAL

III-3. Consistency with PAOAG Operational and Technical Environment

- **If proposer is offering a Cloud or Hybrid solution, The Office of Attorney General will not be accepting offers for solutions that are completely (or even mostly) cloud based. We will potentially entertain hybrid offers if the vast majority of the solution is an on premises based solution with a very minor portion of the solution being cloud based. However in these rare occasions, Offeror must provide specific representations regarding its willingness to accept responsibility for the secure transmission and storage of sensitive information, and provide specific warranties regarding the liabilities that Offeror is willing to accept should data breaches or interceptions affect our operations or the outcomes of cases litigated by the PAOAG.**
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PART V - SMALL DIVERSE BUSINESS AND SMALL BUSINESS PARTICIPATION SUBMITTAL

V-2. Small Diverse Business and Small Business (SDB/SB) Participation Submittal. All Offerors are required to submit two (2) copies of the Small Diverse Business and Small Business Participation Submittal Form and related Letter(s) of Intent contained in (Appendix H). The submittal must be sealed in its own envelope, separate from the remainder of the proposal, and must be provided on the Small Diverse Business and Small Business Participation Submittal form, ~~with information as follows:~~ **To receive points for Small Diverse Business or Small Business participation commitments, the Small Diverse Business or Small Business must be listed in the Department's directory of self-certified Small Businesses and DGS/BDISBO-verified Small Diverse Businesses as of the proposal due date and time. BDISBO reserves the right to adjust overall Small Diverse Business or Small Business commitments to correctly align with the Small Diverse Business or Small Business status of a prime contractor or subcontractor as of the solicitation due date and time, and also to reflect the correct sum of individual subcontracting commitments listed within the Letters of Intent.**

Except as clarified and amended by this Addendum, the terms, conditions, specifications, and instructions of the solicitation and any previous solicitation addenda, remain as originally written.

Respectfully,

A handwritten signature in blue ink, appearing to read "Alecia D. Peddigree".

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