



STATE OF TENNESSEE
Department of Correction

**REQUEST FOR PROPOSALS # 32901-31243-23
AMENDMENT # 3
FOR OFFENDER MANAGEMENT SYSTEM SERVICES**

DATE: February 23, 2024

RFP # 32901-31243-23 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		December 21, 2023
2. Disability Accommodation Request Deadline	2:00 p.m.	December 28, 2023
3. Pre-response Conference	2:00 p.m.	January 3, 2024
4. Notice of Intent to Respond Deadline	2:00 p.m.	January 4, 2024
5. Written "Questions & Comments" Deadline	2:00 p.m.	January 9, 2024
6. State Response to Written "Questions & Comments"		January 24, 2024
7. "Additional Clarifications and Questions" Deadline	2:00 p.m.	January 30, 2024
8. State Response to "Additional Clarifications and Questions"		February 2, 2024
9. "Additional Clarifications and Questions" Deadline	2:00 p.m.	February 27, 2024
10. State Response to "Additional Clarifications and Questions"		February 29, 2024
11. RFP Response Deadline	2:00 p.m.	March 12, 2024
12. State Completion of Technical Response Evaluations		March 29, 2024
13. State Schedules Respondent Oral Presentations		April 1, 2024
14. Oral Presentations / Demos	9 a.m. – 4 p.m.	April 8-12, 2024
15. State Opening & Scoring of Cost Proposals		April 15, 2024
16. Negotiations (Optional)		April 16-17, 2024
17. State Notice of Intent to Award Released and RFP Files Opened for Public Inspection	2:00 p.m.	April 19, 2024
18. End of Open File Period		April 26, 2024
19. State sends contract to Contractor for signature		April 29, 2024
20. Performance Bond Deadline		April 30, 2024
21. Contract Signature Deadline		May 1, 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.

The State is amending their response to question 3 below

RFP SECTION	PAGE #	QUESTION / COMMENT	STATE RESPONSE
		<p>1. In light of the recent changes to Section 1.10 "Performance Bond" where the State has lowered the performance bond amount to 25% of the total contract amount, we kindly request an extension to the RFP response deadline to allow us and other vendors to refine our proposal. As this was a threshold issue for many vendors to even consider bidding, we need additional time to submit a quality response.</p>	<p>The response deadline will be extended until Wednesday, February 28th at 2:00PM U.S. Central Time.</p>
		<p>2. Would the State consider extending the RFP proposal due date to allow bidders to create the most optimal response for the DOC?</p>	<p>Please see the Response to Question Number 1.</p>
<p>A.13. The Contractor shall limit resources to US-based (onshore) resources only.</p>	<p>101</p>	<p>3. Can you please confirm for workstreams like functional testing where we will not be touching production data at all, if offshore resources will be allowed for such workstreams on engagement?</p>	<p>Please see item 3 below. The State has amended this section but per section 1.1 of the RFP it is the preference of the TDOC to acquire a cloud-based, "Commercial Off-The-Shelf" (COTS) system that can be operated as a "Software as a Service" (SaaS)-based model by the Contractor.</p>
<p>A.6.P.I- Performance testing</p>	<p>80</p>	<p>4. Can you please confirm if state will provide the license for tools such as Load runner for performance testing?</p>	<p>As stated in the RFP A.6.p. "The Contractor shall be responsible for all aspects of the system and integration testing." Required licenses will not be provided by the State.</p>

A.4.f. OCM Services	38	<p>5. We understand the Contractor is assisting the State and Deloitte with OCM activities. How many OCM resources and what OCM activities will State / Deloitte be performing? How much OCM assistance are you anticipating being required from the Contractor?</p>	<p>State professionals, the awarded Contractor, and other contractor(s) employed by the State will all play roles in Organizational Change Management (OCM).</p> <p>The number of OCM resources to be provided by the State's STS OCM team and by Deloitte is not specifiable at this time, but a sufficient number of dedicated resources will be provided for this effort and the number may fluctuate through the project, based on activities and needs.</p> <p>As noted in Pro Forma Contract Section A.6.s. "Organizational Change Management (OCM) Plan" the Contractor must develop the OCM Plan that establishes the strategies and activities necessary to ready TDOC for the transition from paper to electronic systems and deliver that OCM Plan to the State for review, feedback, and approval. The Contractor shall execute portions of the OCM Plan, as mutually agreed upon by the State and the Contractor during the life of the engagement, per the Pro Forma's specifications. Deloitte will provide OCM services to assist with the implementation of organizational design, training strategy, communications, and stakeholder engagement for the duration of the project in collaboration with the awarded Contractor and other State Professionals. Without referencing and seeing the Contractor's OCM Plan, it is not possible to delineate specific activities and responsibilities across the stakeholder groups, but this will be done collaboratively with the Contractor during the Contractor's delivery, State's review, and State's approval of the OCM Plan.</p>
1.1 Statement of Procurement Purpose	1	<p>6. How many of the 5,500 total users will be Trust Accounting users?</p>	<p>It is possible that any and all of the 5,500 users (with expected growth) could be accessing Trust Accounting information, periodically, in accordance with their role-based access permissions.</p>

3.1.1.	9	<p>7. Do our technical responses to the mandatory requirement items from Attachment 6.2 need to include the Mandatory Requirement Item text or can we just include the Item Ref. and our response?</p> <p>Example 1: 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.</p> <p><i>[Bidder Response]</i></p> <p>Example 2: A.1 <i>[Bidder Response]</i></p>	<p>Please respond to the RFP by including the Section A Mandatory Item text as outlined in Example 1.</p>
3.1.1.1.	9	<p>8. It states that we should use the guide as a table of contents for our technical responses to Attachment 6.2. Does the table of contents count against the 100-page limit allowed for attachment 6.2?</p>	<p>The Table of Contents does not count against the page count.</p>
Pro Forma Contract Attachment 2 Applicable TDOC Policies	128	<p>9. The Pro Forma Contract Attachment Two - Applicable TDOC Policies section of the RFP states "Please see Attachment Two titled Pro Forma Att. 2 Applicable TDOC Policies". We do not see any documents with this name. Can you please include that attachment?</p>	<p>These documents are provided on the State website in a zip folder under the link to Policies and Forms. This can be found at the following link. https://www.tn.gov/generalservices/procurement/central-procurement-office-cpo-supplier-information/request-for-proposals-rfp-opportunities1.html</p>

3. Pro Forma Section A.13. is deleted in its entirety and replaced with the following (any changes will be highlighted):

All State data must remain in the United States, regardless of whether the data is processed, stored, in-transit, or at rest.

Access to State data shall be limited to US-based (onshore) resources only.

Configuration or development of software and code is permitted outside of the United States. However, software applications designed, developed, manufactured, or supplied by persons owned or controlled by, or subject to the jurisdiction or direction of, a foreign adversary, which the U.S. Secretary of Commerce acting pursuant to 15 CFR 7 has defined to include the People's Republic of China, among others are prohibited.

Any testing of code outside of the United States must use fake data. A copy of production data may not be transmitted or used outside the United States.

The Tennessee Department of Correction requires an existing, out of the box solution that requires configuration with minimal custom development, as set forth in RFP Section 1.1 and in Section A.3 of the pro forma contract in Attachment 6.6.

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.