



STATE OF TENNESSEE  
DEPARTMENT OF HEALTH

**REQUEST FOR PROPOSALS # 34310-24717  
AMENDMENT # 1  
FOR INSPECTION OF VETERINARY FACILITIES OR  
CERTIFIED ANIMAL CONTROL AGENCIES FOR  
MIDDLE TENNESSEE**

DATE: May 2, 2016

RFP # 34310-24717 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		April 15, 2016
2. Disability Accommodation Request Deadline	2:00 p.m.	April 20, 2016
3. Notice of Intent to Respond Deadline	2:00 p.m.	April 21, 2016
4. Written "Questions & Comments" Deadline	2:00 p.m.	April 26, 2016
5. State Response to Written "Questions & Comments"		May 2, 2016
6. Response Deadline	2:00 p.m.	May 9, 2016
7. State Completion of Technical Response Evaluations		May 16, 2016
8. State Opening & Scoring of Cost Proposals	2:00 p.m.	May 17, 2016
9. State Notice of Intent to Award Released <u>and</u> RFP Files Opened for Public Inspection	2:00 p.m.	May 24, 2016
10. End of Open File Period		June 1, 2016
11. State sends contract to Contractor for signature		June 3, 2016
12. Contractor Signature Deadline	2:00 p.m.	June 7, 2016

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.

QUESTION / COMMENT	STATE RESPONSE
<p>1 On page 7 concerning 3.2 Response Delivery, (3.2.2.1): will I send one paper copy of the Technical Response Original and one disk with the same document labelled Technical Response Copy but saved on the disk 3 times?</p> <p>Then use the same manner with the Cost Proposal with 1 paper Cost Paper Original and 1 disk with 1 copy saved as Cost Proposal Copy?</p>	<p>Technical Response should be one (1) original paper document and three (3) individual digital files with one PDF file on each individual digital file.</p> <p>Cost Proposal should be one (1) original paper document and one (1) digital file in PDF/XLS format.</p>
<p>2 In the last proposal that I wrote in 2011, It was sufficient to include this:</p> <p>"A.4 The Proposer has no vendors for credit references because no vendors are needed in order to deliver the services as sought under this RFP."</p> <p>Is this still sufficient?</p> <p>Also would a similar statement be sufficient for</p> <p>"A.5 The Proposer has no vendors as sought under this RFP and is not required to provide a letter from an accredited credit bureau."</p>	<p>No, this is a required mandatory item that all respondents are expected to provide.</p> <p>No, this is a required mandatory item that all respondents are expected to provide.</p>
<p>3 Question concerning Reference Questionnaire: I will be faxing a form to a Veterinarian in another town. Will you accept a faxed copy of paper work.</p>	<p>No</p>

**3. Delete RFP section 1.4.2.1. in its entirety and insert the following in its place (any sentence or paragraph containing revised or new text is highlighted):**

1.4.2.1. Prospective Respondents must direct communications concerning this RFP to the following person designated as the Solicitation Coordinator:

**Brandon Silby**, Solicitation Coordinator  
 Department of General Services  
 Central Procurement Office  
 3<sup>rd</sup> Floor WRS TN Tower  
 312 Rosa L. Parks Ave.  
 Nashville, TN 37243-1102  
 (615) 532-2440  
**Brandon.Silby@tn.gov**

**4. Delete RFP section 3.2.4. in its entirety and insert the following in its place (any sentence or paragraph containing revised or new text is highlighted):**

3.2.4. A Respondent must ensure that the State receives a response no later than the Response Deadline time and date detailed in the RFP Section 2, Schedule of Events at the following address:

Brandon Silby, Solicitation Coordinator  
Department of General Services  
Central Procurement Office  
3rd Floor WRS TN Tower  
312 Rosa L. Parks Ave.  
Nashville, TN 37243-1102  
(615) 532-2440  
Brandon.Silby@tn.gov

5. **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.