Treasurer of State – RFP for Consulting Services – Questions & Answers (10/18/2013)

Q: Will an agreement to implement this project be with TOS or the Department of Administrative Services?

A: The State Term Schedule is with DAS, but the scope of work engagement will be directly with TOS.

Q: Must a vendor have an active State Term Schedule to request and respond to this RFP?

A: Yes, TOS is requiring that all respondents be an active State Term Vendor as a prerequisite to receiving the RFP.

Q: What are the Organizational Conflict of Interest (OCI) restrictions?

A: The Consultant selected will be precluded from competing in the resulting RFP, because, as stated on page six of the RFP, the Consultant will do all of the following:

*(1) Assist TOS administration and staff in **evaluating and selecting** an adequate solution proposed by Vendors under the resulting RFP;*
(2) Advocate during implementation on TOS's behalf; and
*(3) Assist TOS staff to create potential Vendor evaluation methodology and **evaluate interested Vendors** and their capacity to adhere to the requirements set forth in this RFP.*

Furthermore, the Statement of Work that may result from this RFP may include an organizational conflict of interest limitation applicable to subsequent work with TOS, at a prime contract level, any subcontract tier, or both. During evaluation of proposals, TOS may, after discussions with the responding firm and consideration of ways to avoid the conflict of interest, insert a provision in the Statement of Work that shall disqualify the Consultant from further consideration for award of specified future contracts.

Q: What is the definition of "similar" for purposes of Section IX (Evaluation Criteria); will the respondent be ranked with a lower evaluation score if the past performance reference does not reflect public-sector service engagements?

*A: "Similar" is not specifically defined. The prior consulting projects should contain some similar characteristics to this project, but public-sector service engagements are not required. The only **required** similarity is that a Requirements Document was produced at the conclusion of the consulting project.*

Whether the reference is a state or political subdivision is one factor that TOS will consider. The similarity of references to this project will be evaluated in their totality – no single factor will be weighted more than others will.

Q: When are the responses due?

A: By 3:00pm EST on November 1, 2013

Q: Must a vendor have a current, valid STS contract with DAS to respond to this RFP? Does DAS require a pending contract to obtain STS approval? Are all members of the team or any subcontractors required to have STS approval?

A: A vendor must have a current, valid STS contract with DAS to respond to this RFP. DAS approves vendor contracts for the STS upon request; please contact DAS directly to learn more about that process. Unfortunately, the timeframe for executing a STS contract with DAS is unpredictable, so a pending STS contract will not qualify a vendor for this RFP opportunity.

Any vendor selected under this RFP must have a current, valid STS contract with DAS. If subcontractors are engaged for this project, the engagement will occur at the discretion of TOS; it is possible that subcontractors may not be required to have a current, valid STS contract. See Section VI of the RFP for more information on subcontracting.