



STATE OF TENNESSEE  
DEPARTMENT OF TRANSPORTATION

**REQUEST FOR PROPOSALS # 40100-51242  
AMENDMENT # 2 FOR DISADVANTAGED  
BUSINESS ENTERPRISE SUPPORT SERVICES**

**DATE: 9/3/2024**

**RFP # 40100-51242 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		August 5, 2024
2. Disability Accommodation Request Deadline	2:00 p.m.	August 8, 2024
3. Pre-response Conference	10:00 a.m.	August 12, 2024
4. Notice of Intent to Respond Deadline	2:00 p.m.	August 13, 2024
5. Written "Questions & Comments" Deadline	2:00 p.m.	August 20, 2024
6. State Response to Written "Questions & Comments"		September 10, 2024
7. Response Deadline	2:00 p.m.	September 20, 2024
8. State Completion of Technical Response Evaluations		October 1, 2024
9. State Schedules Respondent Oral Presentation		October 2, 2024
10. Respondent Oral Presentation	8 a.m. - 4:30 p.m.	October 10 – 11, 2024
11. State Opening & Scoring of Cost Proposals	2:00 p.m.	October 15, 2024
12. Cost Negotiations (Optional)		October 16 – 17, 2024
13. State Notice of Intent to Award Released <u>and</u> RFP Files Opened for Public Inspection	2:00 p.m.	October 21, 2024
14. End of Open File Period		October 28, 2024
15. State sends contract to Contractor for signature		October 29, 2024
16. Contractor Signature Deadline	2:00 p.m.	November 1, 2024

2. Delete RFP Attachment 6.2 – Section A in its entirety and insert the following in its place (any sentence or paragraph containing revised or new text is highlighted):

**RFP ATTACHMENT 6.2. — Section A**

**TECHNICAL RESPONSE & EVALUATION GUIDE**

**SECTION A: MANDATORY REQUIREMENTS.** The Respondent must address all items detailed below and provide, in sequence, the information and documentation as required (referenced with the associated item references). The Respondent must also detail the response page number for each item in the appropriate space below.

The Solicitation Coordinator will review the response to determine if the Mandatory Requirement Items are addressed as required and mark each with pass or fail. For each item that is not addressed as required, the Solicitation Coordinator must review the response and attach a written determination. In addition to the Mandatory Requirement Items, the Solicitation Coordinator will review each response for compliance with all RFP requirements.

RESPONDENT LEGAL ENTITY NAME:			
Response Page # (Respondent completes)	Item Ref.	Section A— Mandatory Requirement Items	Pass/Fail
		The Response must be delivered to the State no later than the Response Deadline specified in the RFP Section 2, Schedule of Events.	
		The Technical Response and the Cost Proposal documentation must be packaged separately as required (refer to RFP Section 3.2., <i>et seq.</i> ).	
		The Technical Response must NOT contain cost or pricing information of any type.	
		The Technical Response must NOT contain any restrictions of the rights of the State or other qualification of the response.	
		A Respondent must NOT submit alternate responses (refer to RFP Section 3.3.).	
		A Respondent must NOT submit multiple responses in different forms (as a prime and a subcontractor) (refer to RFP Section 3.3.).	
	<b>A.1.</b>	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.	
	<b>A.2.</b>	Provide a statement, based upon reasonable inquiry, of whether the Respondent or any individual who shall cause to deliver goods or perform services under the contract has a possible conflict of interest ( <i>e.g.</i> , employment by the State of Tennessee) and, if so, the nature of that conflict.  NOTE: Any questions of conflict of interest shall be solely within the	

<b>RESPONDENT LEGAL ENTITY NAME:</b>			
<b>Response Page # (Respondent completes)</b>	<b>Item Ref.</b>	<b>Section A— Mandatory Requirement Items</b>	<b>Pass/Fail</b>
		discretion of the State, and the State reserves the right to cancel any award.	
	<b>A.3.</b>	Provide two current positive credit references from vendors with which the Respondent has done business written in the form of standard business letters, signed, and dated within the past three (3) months..	
	<b>A.4.</b>	Respondent shall attest they will provide a Certificate of Insurance exactly as required according to D.32 of the Pro Forma Contract if they are awarded a contract resulting from this RFP.	

3. **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.