



STATE OF WASHINGTON
OFFICE OF FINANCIAL MANAGEMENT

RFP NO. 16-700

Quality Assurance – Facilities Portfolio Management Tool

AMENDMENT NO. TWO (2)

**CHANGE TO PROCUREMENT SCHEDULE &
ORAL INTERVIEW CLARIFICATION**

06.10.2016

Section 2.2 PROCUREMENT SCHEDULE is amended as follows:

OFM issues Request for Proposals	May 2, 2016
Bidder may submit written questions until 3:30 pm, Local Time, Olympia WA	May 16, 2016
OFM will issue responses	May 23, 2016
Complaints due by 3:30 pm Local Time, Olympia, WA	May 31, 2016
Bidder must submit Proposal by 3:30 p.m. Local Time, Olympia, WA	June 6, 2016
OFM evaluation of Proposals	June 7, 2016 – June 9, 2016 June 13, 2016 – June 17, 2016
OFM Consensus Scoring	June 27, 2016 <u>June 10, 2016</u>
Bidder Oral Presentations if determined to be necessary by OFM	June 29, 2016 <u>July 25, 2016</u>
OFM notifies Apparently Successful Bidder and begins contract negotiations	June 30, 2016 <u>July 27, 2016</u>
OFM notifies unsuccessful Bidders	June 30, 2016 <u>July 27, 2016</u>

Unsuccessful Bidders may request debriefing until 3:30 p.m. Local Time, Olympia, WA	<u>August 1, 2016</u> July 6, 2016
OFM holds debriefing conferences, if requested	<u>August 3, 2016</u> July 14, 2016

4.3 FINAL DETERMINATION OF APPARENTLY SUCCESSFUL BIDDER is amended as follows:

The AGENCY may, after evaluating the written proposals, decide at that point to award the contract to the Bidder whose proposal best fits the needs of the AGENCY. The AGENCY may also elect to schedule oral presentations of the finalists. Should oral presentations become necessary, the AGENCY will contact the top-scoring firm(s) to schedule a date, time and location, **and provide a list of Oral Presentation Questions and Topics**. Commitments made by the Consultant at the oral interview, if any, will be considered binding.

If the AGENCY opts for an Oral Evaluation, Written scores will then be set aside and final evaluations will be based upon the oral presentation, the Bidder's proposal, key staff references, as well as any other information known about the Contractor's prior and expected performance by AGENCY.