



STATE OF TENNESSEE
 OFFICE OF THE SECRETARY OF STATE,
 TENNESSEE STATE LIBRARY AND ARCHIVES

**REQUEST FOR PROPOSALS # 30501-01218
 AMENDMENT # 1
 FOR ACCESS TO FULL-TEST MULTIDISCIPLINARY
 DATABASES FOR THE TENNESSEE ELECTRONIC
 LIBRARY**

DATE: May 24, 2017

RFP # 30501-01218 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 (all dates are state business days)	UPDATED/CONFIRMED
1. RFP Issued		MAY 4	CONFIRM
2. Disability Accommodation Request Deadline	2:00 p.m.	MAY 9	CONFIRM
3. Notice of Intent to Respond Deadline	2:00 p.m.	MAY 11	CONFIRM
4. Written "Questions & Comments" Deadline	2:00 p.m.	MAY 16	CONFIRM
5. State Response to Written "Questions & Comments"		MAY 24	CONFIRM
6. Response Deadline	2:00 p.m.	MAY 31	CONFIRM
7. State Schedules Respondent Oral Presentation		JUNE 2	CONFIRM
8. Respondent Oral Presentation		JUNE 12-16	CONFIRM
9. State Completion of Technical Response Evaluations		JUNE 21	CONFIRM
10. State Opening & Scoring of Cost Proposals	11:00 a.m.	JUNE 22	CONFIRM
11. State Notice of Intent to Award Released <u>and</u> RFP Files Opened for Public Inspection	2:00 p.m.	JUNE 26	CONFIRM
12. End of Open File Period		JULY 3	CONFIRM

13. State sends contract to Contractor for signature		JULY 5	CONFIRM
14. Contractor Signature Deadline	2:00 p.m.	JULY 10	CONFIRM

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
1	How should we approach the Cost Proposal if we wish to propose more than one product package?	<p>If there are multiple product packages that meet with the requirement for the RFP, those packaged will need to be combined together to provide a single cost.</p> <p>As stated in Section 3.1.2.1: A respondent must only record the proposed cost exactly as required by the RFP Attachment 6.3., Cost Proposal & Scoring Guide <u>and must NOT record any other rates, amounts, or information.</u></p>
2	Is it possible for a 1 week extension?	The Response Deadline is confirmed as stated in RFP Amendment 1 as May 31, 2017.
3	Oral presentations are scheduled for June 12-16. Our company cannot present on 12 or 13. Could we request one of the later dates?	The request will be accommodated once oral presentations are scheduled in accordance with the Schedule of Events in RFP Amendment 1.
4	C.14. Predictive searching Q. Please clarify this term.	The term “predictive searching” refers to the ability of the database to offer suggested terms as a user enters a query in the search box. This term may also be known as search assist or autocomplete.
5	C.5. What can we provide for titles that have backfile of less than one year? Create an additional category? Include them in the category that is 1-3 years?	C.5. is amended to include the addition of a category of less than 1 year as stated in RFP Amendment 1.
6	C.6 May we attach the Excel spreadsheets as an electronic copy (not paper)? May we include all worksheets within a single workbook?	<p>As stated in Technical Qualifications section C.6.: due to the potential size of a complete title list, please submit an EXCEL spreadsheet.</p> <p>Attaching an electronic copy only is acceptable. Please indicate if you include an Excel spreadsheet in electronic format in your hard copy answer of C.6.</p> <p>In reference to an electronic copy of available titles, all worksheets can be included within a single workbook.</p>
7	What is the annual budget for the solicited services?	The annual budget for this service is unavailable to Respondents during the RFP process.

QUESTION / COMMENT	STATE RESPONSE
8 Please provide the annual value of the contract resulting from the last RFP.	The annual value of the previous contract is not relevant to the current RFP process. RFP responses are evaluated based on the evaluation categories outlined in Section 5 of this RFP.
9 Is submitted pricing to be final? Will pricing be further negotiated, or will a best and final offer be requested?	We expect that a Respondent's submitted Cost Proposal be the best and final offer.
10 We would prefer to offer a few different pricing options. Can we add rows to the Cost Proposal? Or should we detail the pricing options on an attached sheet?	Additional rows cannot be added and additional sheets will not be accepted. As stated in Section 3.1.2.1.: A respondent must only record the proposed cost exactly as required by the RFP Attachment 6.3., Cost Proposal & Scoring Guide <u>and must NOT record any other rates, amounts, or information.</u>
11 Section 3.3.1 of the RFP states that "A response must not include alternate contract terms and conditions. If a response contains such terms and conditions, the State, at its sole discretion, may determine the response to be a non-responsive counteroffer and reject it." Will the State allow the inclusion of Respondent's additional license terms and conditions that address permissions of use and other terms not addressed in the State's contract terms and conditions? Such license terms would mainly clarify usage rights (as requested by the State in C.13), and would not contradict the State's contract terms, which would still take priority.	The additional of a Respondent's additional license terms and conditions will not be used to determine the response a non-responsive counteroffer unless those additional terms and conditions contradict the State's contract terms. Any additional terms and conditions will be reviewed and a determination made at that point whether they would be accepted or rejected.

3. Delete RFP section C.5 in its entirety and insert the following in its place:

	C.5.	Provide the following information about the product's title coverage: <ul style="list-style-type: none"> • Total number of titles • Number and percentage of full-text titles - indicate the number of current and of closed/discontinued full-text titles • Number and percentage of peer-reviewed full-text titles • Number and percentage of embargoed full-text titles including how many titles have an embargo period of: <ul style="list-style-type: none"> ○ Less than three months ○ Three to six months 		40	
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		<ul style="list-style-type: none"> ○ Six months to one year ○ One year or more • Number and percentage of open access titles • Average length of backfile provided for current full-text titles including how many titles have a full-text backfile of: <ul style="list-style-type: none"> ○ Less than 1 year ○ Greater than 1 year but less than 3 years ○ Greater than 3 years but less than 5 years ○ Greater than 5 years but less than 10 years ○ 10 years or more 			
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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.