



CALIFORNIA CORRECTIONAL HEALTH CARE SERVICES



REQUEST FOR OFFER

LEVERAGED PROCUREMENT AGREEMENT INFORMATION TECHNOLOGY CONSULTING SERVICES PROJECT MANAGER RFO #13-005-ITS

ADDENDUM #1

November 5, 2013

The following revisions are made to RFO #13-005-ITS with this Addendum. All other terms and conditions of the RFO remain the same.

COVER PAGE:

Modify proposed term end date.

The California Department of Corrections and Rehabilitation (CDCR), California Correctional Health Care Services (CCHCS), is requesting offers for a project manager to provide expertise for CCHCS projects interfacing with CDCR's Strategic Offender Management System (SOMS).

The proposed term of the ensuing Agreement is December 2, 2013, through ~~November~~ June 30, 2014. CCHCS reserves the option to extend the Agreement for up to twenty-four (24) additional months at the same hourly rate(s) and/or to add additional funds up to the maximum California Multiple Award Schedule (CMAS) threshold. The contract award is subject to availability of funds approved for this purpose and renewal of the IT CMAS agreement.

All offers must be signed by an authorized officer of the company or firm who has legal and binding authority. By submitting an offer, your firm agrees to the terms and conditions stated in this Request for Offer (RFO) and in accordance with your authorized Leveraged Procurement Agreement (i.e. CMAS contract).

Offers are due by **3:00 p.m., Thursday, November 7, 2013**. Responses and any required copies must be submitted by electronic mail and clearly labeled to the department contact noted below.

Department Contact:

California Correctional Health Care Services – IT Acquisitions
Attention: BJ SINGH
(916) 691-5783
BJ.Singh@cdcr.ca.gov

RATE SHEET:

Modify estimated hours.

**EXHIBIT B-1
RATE SHEET**

Contractor agrees to furnish all labor, insurances, licenses, and permits necessary to perform all services required in accordance with the Statement of Work (Exhibit A) and Terms and Conditions of the ensuing Agreement.

Unless otherwise specified by CCHCS and agreed to by Contractor, the rates set forth shall remain in force throughout term of the ensuing Agreement and shall include every item of expense, direct and indirect, including State sales tax incidental to the price, if applicable. The hours proposed for consultant are an estimate and the actual hours worked shall be approved by CCHCS' DCIO HCIS, or designee, prior to performance of assigned tasks or services.

Consultant services shall be reimbursed on a time and materials basis subject to completion of approved tasks assigned by the CCHCS DCIO HCIS.

Consultant Name	CMAS Classification	Hourly Rate	Estimated Hours	Total
			4,300 1160	
TOTALS				

QUESTIONS/STATEMENTS AND ANSWERS

1. Question(s)/Statement(s):

Does CPHCS anticipate this being a 40 hour per week contract? If no, how many hours per week does the state estimate?

Answer(s)/Statement(s):

Yes. Please see Addendum #1 for revisions.

2. Question(s)/Statement(s):

Please let me know if you will be sending any addenda to interested offerors via email or if I will have to check online periodically for any updates to the RFP.

Answer(s)/Statement(s):

All addendums will be posted online.

3. Question(s)/Statement(s):

1. Exhibit B-1 (Example of Rate Sheet) indicates 1300 hours. Is that accurate for this RFO? What are the “on-site” requirements due to 1300 hours? Will it be part time every day or full day several days per week?
2. For Certificate of Insurance, which address should be used for the State of CA?
3. On page 11, Item E.1 states:
*“CCHCS will provide cubicle accommodations at CCHCS Headquarters in Elk Grove, California, or at another designated location in the greater Sacramento area. Accommodations **may include** a desk, telephone, computer hardware, and software necessary for performance of the work.*

Will you provide clarification on what computer hardware and software will actually be provided for the duration of the project?

Answer(s)/Statement(s):

1. 1300 hours is incorrect. Please see Addendum #1 for revisions.
2. 8280 LongLeaf Drive Building D
Elk Grove, CA 95758
3. Computer hardware shall consist of a PC or Laptop. Software may include, but is not limited to, Microsoft Office products, and DBA or developer software (such as Integrated Development Environment and/or SQL Developer). Additionally, Consultant(s) shall be granted appropriate network access to printers and servers.

4. Question(s)/Statement(s):

1. The Project Manager position requires an effort for 1300 hours over a period of 1 year. Would the effort required of the Project Manager be sequential/consecutive or would it be non-sequential?
2. Does the PM need to be onsite 8 hours a day or part time given that we have total 1300 hours allocated for the RFO over one year?
3. Can we provide multiple resumes of the candidates?

Answer(s)/Statement(s):

1. See Answer(s)/Statement(s) 3.1. The effort required would be sequential/consecutive.
2. The PM needs to be onsite 8 hrs a day.
3. One resume is required for each proposed candidate.