

**REQUEST FOR PROPOSALS
RFP 2016-001
AMENDMENT 1**

This is an amendment to Request for Proposals (RFP) 2016-001 issued by the Washington State Department of Veterans Affairs on January 20, 2016.

The RFP is corrected as listed below:

1Q.

Would you please forward to my attention a copy of the Executive Summary of the Strategic Technology Integration Plan referenced in §6.1.1.2?

A1. Please see the document at: <http://www.dva.wa.gov/about-wdva/rfp>

2Q.

On page 30 of RFP 2016-001, make note of the following change:

A2. On page 30, bullet number eight should read:

- Business Process Management Requirements

3Q.

Is the mandatory pre-bid meeting mandatory on site, or is dialing into a conference call an option?

A3. The RFP's preference is to have Vendors attendance at the Pre-Proposal Conference scheduled for Feb. 17th be in person. However, arrangements will be made on a case by case basis for Vendors to call in on a conference line. Each Vendor that is unable to make the Pre-Proposal conference in person, will contact the RFP Coordinator and discuss the reason why they cannot attend in-person. The RFP coordinator will then provide the call in number for the meeting to the Vendor.

4Q.

Will the place of performance be in the State of Washington, on site at the WDVA facility, or at contractor locations?

A4. This all depends on the work to be performed. We envision there will be time spent working at the contractor's location but we also would expect some work to be performed at the WDVA's location, especially any possible user interface work with subject matter experts, contractor attendance at major milestone meetings, and any user testing, if applicable. (Other activities may also warrant on-site attendance.) The solution proposed by the Vendor will most likely determine where the project work will be performed.

5Q.

Does the WDVA seek a COTS solution, or is customization acceptable??

A5. We are looking for the Vendor to propose the best solution for the WDVA.

6Q.

Section 3.8 on page 22 of RFP 2016-001 is amended and replaced in its entirety with the following:

3.8 (M) PRE-PROPOSAL CONFERENCE

A mandatory pre-proposal conference to address solicitation requirements will be held at the time and location indicated below. Vendors are encouraged to actively participate in person, however, if a Vendor is unable to be in attendance on-site, a conference call-in number will be provided. Should a Vendor not be able to be in attendance in person, they are to either email or call the RFP Coordinator identified in Section 2.1 and discuss the circumstances, if warranted, at this time the conference call in number will be provided to the Vendor. All Vendors shall RSVP to the RFP Coordinator identified in Section 2.1. Assistance for disabled, blind or hearing-impaired persons who wish to attend is available with prior arrangement with the WDVA, contact the RFP Coordinator.

Pre-Proposal Date: February 17, 2016

Pre-Proposal Time: 9:00 AM to 11:00 AM PST

Pre-Proposal Location: 1102 Quince St. SE, Olympia, Washington 98504-1150

Driving directions to the WDVA: click

<http://www.dva.wa.gov/sites/default/files/Directions%20to%20WDVA.pdf>

If interpretations, specifications, or other changes to the solicitation are required as a result of the conference, the RFP Coordinator will make amendments to the solicitation and provide those amendments by posting them on WEBS at <https://fortress.wa.gov/ga/webs/>.

If you submit a Proposal without having attended the mandatory pre-bid conference, it will be rejected as non-responsive. Your company may continue to receive amendment notifications from the WDVA addressing specific changes to this solicitation even if you fail to attend the mandatory pre-proposal conference. However, receipt of such notifications is not to be construed as a waiver of this attendance requirement or as a change in your eligibility status to submit a Proposal.

The WDVA will be bound only to the WDVA'S written answers to questions. Questions arising at the pre-proposal conference or in subsequent communication with the RFP Coordinator will be documented and answered in written form. A copy of the questions and answers will be formatted as an amendment and posted on WEBS for each prospective Vendor to download. Vendor should register with WEBS to ensure they receive all pertinent documents under this RFP.