



STATE OF TENNESSEE  
TREASURY DEPARTMENT

**REQUEST FOR PROPOSALS # 30901-59824  
AMENDMENT # 1  
FOR DATA PROFILING, DATA CLEANSING, AND  
DATA MIGRATION TECHNICAL SERVICES TO THE  
TENNESSEE CONSOLIDATED RETIREMENT SYSTEM**

**DATE: May 13, 2024**

**RFP # 30901-59824 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	UPDATED OR CONFIRMED
1. RFP Issued		April 24, 2024	CONFIRMED
2. Disability Accommodation Request Deadline	2:00 p.m.	April 29, 2024	CONFIRMED
3. Pre-response Teleconference	11:00 a.m.	April 30, 2024	CONFIRMED
4. Notice of Intent to Respond Deadline	2:00 p.m.	May 1, 2024	CONFIRMED
5. Written "Questions & Comments" Deadline	2:00 p.m.	May 6, 2024	CONFIRMED
6. State Response to Written "Questions & Comments"		May 13, 2024	CONFIRMED
7. Technical Response and Cost Proposal Deadline	2:00 p.m.	May 20, 2024	CONFIRMED
8. State Completion of Technical Response Evaluations		May 28, 2024	CONFIRMED
9. State Opening & Scoring of Cost Proposals	2:00 p.m.	May 29, 2024	CONFIRMED
10. Negotiations (Optional to the State)		May 30, 2024 – May 31, 2024	CONFIRMED
11. State Notice of Intent to Award Released and RFP Files Opened for Public Inspection	2:00 p.m.	June 5, 2024	CONFIRMED
12. End of Open File Period		June 12, 2024	CONFIRMED

13. State sends contract to Contractor for signature		June 13, 2024	CONFIRMED
14. Contractor Signature Deadline	2:00 p.m.	June 20, 2024	CONFIRMED

**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 What methods and tools will be used to gain a comprehensive understanding of the target environment for the Final Data Analysis Plan? We do not see any work in this RFP associated with this analysis. For example, is the target an on-prem Database (SQL Server; Oracle, other?) or in the Cloud (Azure, AWS, or other? And what database in the Cloud)	The Respondent will be required to work with the PAS vendor to gather the target environment details. The details of the target database will depend on the results of the ARIS RFP process.
2 How will you identify and map the dependencies among the various data tables during the Data Profiling Phase? (Can you provide the Schema(s) that will include all constraints, relationships, and other info?); What is the process for communicating these dependencies to ensure alignment and understanding among all project stakeholders? This will greatly influence the planning of all phases.	The schema information – including relationships and constraints - can be extracted at the source for the vendor by TCRS. This information will be made available to the vendor after contract is signed so they can take it into account for planning.
3 In the absence of a credit rating from Moody's, Standard & Poor's, A.M. Best, or Fitch Ratings, would a letter of credit from a bank demonstrating good economic standing be considered a sufficient substitute for a credit bureau report, provided it is verified, dated within the last three months, and attests to the financial health and creditworthiness of the respondent?	No. The Respondent must provide <u>either</u> a positive credit rating for the Respondent <u>as described</u> in Item A.3 of the Mandatory Requirements (RFP Attachment 6.2 – Section A) <u>OR</u> an official document or letter from an accredited credit bureau <u>as described</u> in Item A.3 of the Mandatory Requirements (RFP Attachment 6.2 – Section A).
4 General Is the Data vendor required to be independent from the oversight vendor (Linea) and the ARIS implementation vendor (TBD)?	No; however, all critical plans and timelines should be discussed with the State for agreement.
5 General Does the scope of the data conversion include a complete mapping of Concord data model to the destination system to identify any Concord data not being converted?	Yes.
6 Section 1.1.3.1 page 5 How many images are stored in microfiche and microfilm to be converted?	All microfiche and microfilm have already been converted to images and are maintained in an ECM tool outside of the PAS. There are in excess of 42.8

QUESTION / COMMENT	STATE RESPONSE
	million pages that were converted from microfilm/microfiche.
<p>7 Section 1.1.3.1 Page 5</p> <p>Is there metadata available for the microfiche and microfilm images or must that data be captured from the image?</p>	<p>The images are organized by key indicators such as SSN, but are not searchable, i.e., there is no metadata available.</p>
<p>8 Section 1.1.3.2 Page 6</p> <p>TCRS has indicated that the data from before 2014 will require more cleansing since it was introduced before the current PAS (Concord) was implemented; Can TCRS share examples where historical data quality is currently impacting the ability of the business to complete processing and the frequency of these examples (e.g. number of transactions per month)?</p>	<p>Inactive vested members that are now eligible to retire, the average final compensation period is in the pre-2014 data. This may cause TCRS staff to need to research reported data such as data that is unusual when compared other salaries for the fiscal year. TCRS has processed over 2,000 applications in the last year for inactive vested members. Other examples include service purchases that may not fit into the appropriate time period based on prior data conversion decisions. Frequency is 50 times a month.</p>
<p>9 Section 1.1.3.2 Page 6</p> <p>Since data prior to 2014 is unlikely to impact average salary calculations and C.5 of the RFP states "it might not be practical or possible for some portion of the data to be cleansed either manually or programmatically", please confirm TCRS would consider a post-implementation "Just-In-Time" clean-up process in the new PAS for those limited situations that require historical data cleanup?</p>	<p>The State will take this under consideration; however, additional discussion and understanding with the future PAS vendor and Data Profiling, Cleansing, and Migration vendor as a part of the planning process will impact the final determination.</p>
<p>10 Section 1.1.3.2 Page 7</p> <p>How does the vendor provide a fixed price in the cost proposal if TCRS has not yet determined if the images will be migrated to a new imaging solution or if they will remain in the current ECM solution? Should the image conversion fees be separated out?</p>	<p>See Item 5 below for an amendment to Section C.3.b. of the <i>Pro Forma</i> Contract (RFP Attachment 6.6). See also Item 6 below for an amendment to the Cost Proposal and Scoring Guide (RFP Attachment 6.3).</p>
<p>11 Section 1.1.3.2 Page 7</p> <p>How many images reside in the current ECM system?</p>	<p>Approximately 11 million.</p>
<p>12 Section 1.1.3.2 Page 7</p> <p>Do image markups such as highlights, notes and stamps need to be converted?</p>	<p>Yes.</p>
<p>13 Section 1.1.3.2 Page 7</p> <p>Does the scope of the data conversion include open/active workflows?</p>	<p>Yes, any open/active workflows would need to be converted for use in the new PAS.</p>
<p>14 Section 1.1.3.3 Page 7</p> <p>The RFP states the need to convert some Excel workbooks that do not reside in the ECM system,</p>	<p>TCRS leverages Excel spreadsheets for documentation related to a member and uploads to</p>

QUESTION / COMMENT	STATE RESPONSE
can TCRS provide an estimate of how many of these Excel workbooks will need to be converted?	the member's account in the ECM. All work items are completed within the PAS.
15 Section 3.12 Page 12  Should the Data vendor base their proposal on five (5) year implementation schedule since the required schedule by the PAS vendor is not known at this time?	The Data Vendor should make that determination, but it is possible that implementation will extend five (5) years.
16 Section 3.12 Page 12  Should a rate card be included with the Data vendor submission to account for ad hoc or additional services that will be needed since the PAS vendor has not been selected, and a target technology and target scope has not been defined?	No. As provided in Section 3.1.2.1., "(a) Respondent must <u>only</u> record the proposed cost exactly as required by the RFP Attachment 6.3., Cost Proposal & Scoring Guide and must NOT record any other rates, amounts, or information. <b>NOTE: If a Respondent fails to submit a cost proposal <u>exactly</u> as required, the State may deem the response to be non-responsive and reject it.</b> The proposed cost must incorporate <u>ALL</u> costs for services under the contract for the total contract period, including any renewals or extensions.
17 Section A.11 Page 26  The RFP states the Respondent will provide all necessary hardware, virtual appliances, virtual server images and software for executing scoped deliverables, however, at the bidders conference the State that all data will reside on-premises and the State will provide the infrastructure, please clarify.	See Item 3 below for a clarifying amendment to Item A.11 of RFP Attachment 6.2., Technical Response & Evaluation Guide, Section A— Mandatory Requirements.
18 Section C.4 Page 31  The RFP states Respondents must put forth a data cleansing support approach that does not have critical path dependencies on State staff for subject matter expertise or other support; can the State confirm they will provide the necessary resources to complete any manual data cleansing required per the project workplan?	Yes, TCRS will have resources dedicated to this process.
19 Section C.11 Page 34  Should the data vendor use a five (5) year implementation schedule to provide the Gantt chart since the schedule required by the selected PAS vendor is unknown?	Yes, that is a reasonable approach.
20 Sections A.9; A.10; B.13 Pages 25/27 A.9 states Respondent and its subcontractors (if applicable) will have the ability and technologies to perform all services under the contract remotely and A.10 states that the Respondent and its subcontractors will participate in in-person activities, such as meetings and working	No. The respondent needs to state in response to Item B.13 (RFP Attachment 6.2 – Section B) the amount of time the respondent feels is necessary for its staff to be on-site to complete the work requested under this RFP.

QUESTION / COMMENT	STATE RESPONSE
sessions, in Nashville, TN. Is there a minimum requirement for the expected percentage of onsite time to be provided in B.13?	
<p>21 General</p> <p>Will the Concord implementation vendor/support team provide support for the ARIS data conversion process such as data mapping or historical mapping rules from the previous conversion?</p>	Internal TCRS/Treasury resources will provide support to this process.
<p>22 Section 1.1.3.1 Page 6</p> <p>Will the State provide its archival policy so the vendor can prepare to archive data accordingly?</p>	Yes. Participant and beneficiary records are maintained for the life of the participant and beneficiary, i.e., permanent.
<p>23 General</p> <p>Does the State have a preference or licenses for profiling, cleansing and to use as a data conversion tool?</p>	No.
<p>24 3.1.1.1 and Attachment 6.2 Page 12 and pages 24 - 36</p> <p>May the respondent add a column to the section items checklist and evaluation form to include the response section numbers to cross-reference (versus just page numbers) to improve the ease of evaluation?</p>	We do not see any harm with adding a column to list the section where the answer can be found <u>as long as the respondent also provides the page number and as long as they are responding to each question individually</u> . <b>See response to Question 25 below.</b>
<p>25 3.1.1.1 Page 12</p> <p>May the offeror consolidate and rearrange some of the items/RFP questions by topic in Section A and B to increase efficiency in our response? For example, can we arrange all questions relating to legal matters in one section?</p>	No. Each question in Sections A, B and C of RFP Attachment 6.2 should be responded to separately.
<p>26 3.1.1.2 Page 12</p> <p>May the respondents use font size smaller than 12 pt for headers and footers, captions, tables, and text in figures and graphics?</p>	Yes.
<p>27 Attachment 6.6 Pages 43 - 75</p> <p>Should the respondent include potential comments and suggested changes to the Pro Forma Contract as part of their proposal submission or should modifications to the contract be sent to TCRS prior to contract negotiation?</p>	As explained during the Pre-response Teleconference, any proposed modifications to the contract terms and conditions <u>must have been made by the Written Questions &amp; Comments Deadline</u> (and contain the exact proposed modified language) so that the State can consider any amendments to the contract. After that time, no changes to the contract will be entertained by the State. See also Section 1.6 of the RFP. A respondent must not include alternate

QUESTION / COMMENT	STATE RESPONSE
	contract terms and conditions in its proposal submission.
28 In the pre-proposal meeting, there was a discussion about a 60-month project timeline. Can you provide the approximate start date for the 60-month project and the approximate start date for the PAS implementation?	It is anticipated that the Data Profiling, Data Cleansing, and Data Migration Technical Services project will begin approximately July 2024.  It is <i>anticipated</i> that the Pension Administration Implementation project will begin August 2024.
29 Is there data to convert related to employer-side accounting (payroll information, employer payments, delinquency) in the plan?	Yes, employer asset, banking information, invoices, and related employer information will need to be converted.
30 Are there systems in addition to Concord and STATS to be used as sources of truth for this conversion and will any of them remain after Go-Live? If so, please provide the details.	The sources of truth were specified in the RFP. They will remain until Concord is decommissioned. After go-live, the new system will be the source of truth.
31 Would it be acceptable to submit five directly related references, regardless of whether they are completed or active?	Each respondent is requested to provide the references as instructed in RFP Attachment 6.4. The Reference Questionnaire is part of the overall evaluation packet, just not an item that is directly scored.
32 Please confirm that a Dun & Bradstreet rating will fulfill the requirements of A.3. (page 24)	Yes.
33 Will TCRS accept evidence of proven, demonstrated work experience in lieu of formalized certifications? (page 25, A.8)	This is a mandatory requirement, and the State expects all employees, agents, independent contractors and subcontractors involved with the delivery of services to meet these standards specifically. Although not all employees, agents, independent contractors and subcontractors will have certain certifications, the qualifications, education, training, and experience necessary to perform the services under the contract is required.
34 Assuming that the vendor will not remove data from the State's environment, will the State provide all hardware, VMs, and software required for maintaining the data conversion environment behind their firewall? (page 26, A.11)	See Item 3 below for a clarifying amendment to Item A.11 of RFP Attachment 6.2., Technical Response & Evaluation Guide, Section A— Mandatory Requirements.
35 In references to the Data Cleansing/Conversion Audit Report (DCCAR), do these have to align to functional rollouts or could they align to a vendor's recommended data segmentation approach for profiling, cleansing, and migrating data? (page 47, A.7 .a.13)	As stated in the <i>Pro Forma</i> Contract (RFP Attachment 6.6), the DCCAR should be delivered for each functional roll-out of the New PAS Solution. Further, it is anticipated that the Data Profiling, Cleansing, and Migration vendor will coordinate efforts with the PAS Vendor to develop a data cleansing plan and prioritized list of data elements to be cleansed consistent with implementation phases.

QUESTION / COMMENT	STATE RESPONSE
<p>36 We understand that there are certain periods in which State staff will have limited availability and we are willing to work with TCRS's process schedule. However, with TCRS being the data owner, how does the State expect decisions to be made without dependencies on State staff or subject matter expertise? Or does the State have a data governance process that can make decisions regarding data remediations or conditioning?</p> <p>(pages 31 and 32, C.4. &amp; C.5.)</p>	<p>Yes, the State does have staff allocated to assist with this effort and the State does have a process to review data remediations or conditioning, etc. and make decisions.</p>
<p>37 Will legacy data source corrections be made in the vendor's staging tables rather than the legacy source system? For changes to the legacy source system, will State staff be responsible for those updates?</p> <p>(page 47, A.7 .a.2)</p>	<p>Ideally data corrections will be made in the source data, by State staff, and will feed through to the staging tables. In the case where the data correction will adversely affect the current production system, the data correction will be made in the staging table by the vendor, after receiving written authorization from the State to make the change.</p>
<p>38 Does TCRS expect a phased implementation that will require data bridging during the contract period. If so, are there requirements for the respondent to manage aspects of the data bridging activities? How does TCRS plan to allow for invoicing of bridging activities?</p> <p>(page 48, A.8. a.1.iv.)</p>	<p>Yes, the State expects to roll out the PAS solution in phases. Any bridging activities are to be built into the cost in the cost line item titled "Data Migration Technical Phase Services as provided in Section A.8 of the <i>Pro Forma</i> Contract (RFP Attachment 6.6)" of the Cost Proposal.</p> <p>As stated in Section A.8.a.(1)(iv) of the Pro Forma Contract, the State expects bridging to be implemented as a part of the data migration phase. However, the State cannot rule out additional bridging needs as the new system is rolled out. The relevant section from the Pro Forma contract is include below:</p> <p>A.8. <u>Data Migration Technical Phase Services.</u></p> <p>a. <u>Activities.</u> The Contractor shall provide and otherwise perform the data migration services as provided herein and in accordance with the Contractor's Proposal:</p> <p>(1) Provide to the State a Data Migration Plan that describes at a minimum the following:</p> <p>(i) The planning of the data conversion effort and how those plans will be communicated and approved by the State for each new PAS functional roll-out.</p> <p>(ii) When conversion activities will be scheduled relative to</p>

QUESTION / COMMENT	STATE RESPONSE
	<p>the New PAS Solution development effort.</p> <p>(iii) The roles and responsibilities of the Contractor, the PAS Vendor, and State staff in the conversion effort; such roles and responsibilities must identify the processes and procedures to be used in performing the verification that all Data was converted correctly.</p> <p>(iv) The development of written procedures, methods and checklists for balancing and reconciling conversion and bridging of Data between the legacy environment, external data bases and the New PAS Solution, if necessary.</p>
<p>39 Will TCRS take into account critical path timelines regarding reviews and extensions? (pages 50 &amp; 51, A.9. a.-h.)</p>	<p>As provided in the <i>Pro Forma</i> Contract (RFP Attachment 6.6), any extensions granted to TCRS are based on lengthy documentation submitted by the Contractor. The timelines for reviews and extension are provided for in Section A.9 of the <i>Pro Forma</i> Contract.</p>
<p>40 TCRS has outlined an invoicing methodology by which payments are tracked along reporting columns of data. Would TCRS be willing to entertain alternative fixed-payment invoicing options to align to the respondent's methodology? (pages 50 &amp; 51, A.9.h.)</p>	<p>See Item 4 below for an amendment to Section A.2. of the <i>Pro Forma</i> Contract (RFP Attachment 6.6).</p>
<p>41 As mentioned in B.10 under General Qualifications and Experience (page 27), please confirm TCRS will accept an alternative in lieu of a SOC report. (page 55, A.19)</p>	<p>No. For purposes of responding to the RFP, the respondents are to provide as a part of its proposal submission a System and Organization Controls (SOC) Type II report (or available alternative if there is not an SOC report). However, and according to Section A.19 of the Contract (RFP Attachment 6.6), the <u>successful</u> respondent must provide on an annual basis and upon written request of the State a Type II Independent Service Auditor's report as described in Section A.19.</p>
<p>42 Projects of this scope typically require errors and omissions insurance of \$5,000,000.00 rather than \$10,000,000.00. Is TCRS willing to change this contracting language to reflect that? (page 66, D.32. d.1.)</p>	<p>The State respectfully declines.</p>



QUESTION / COMMENT	STATE RESPONSE
43 What is the Maximum Liability amount as it is not listed in Section C.1? (page 61, sections D.18. & D.19.)	Section C.1 is an appropriation provision that sets forth the anticipated amount of compensation the State may pay the successful respondent. It will be based on the successful respondent's cost proposal.
44 Assuming all State data will be held behind the TCRS firewall, must the vendor still submit to being be (i) required to perform annual "Penetration Tests and Vulnerability Assessments," (ii) subject to information technology control audits by the Office of the Comptroller of Treasury of Tennessee and (iii) required to satisfy business continuity requirements, including disaster recovery capabilities.  (Section E.4.a.(4), E.4.c and E.4.d)	(i) For any environment set up by the vendor, yes, even if the data resides behind the TCRS firewall. (ii) Yes, again, for any infrastructure or processing environment set up by the vendor.

3. Delete Item A.11 of RFP Attachment 6.2., Technical Response & Evaluation Guide, Section A—Mandatory Requirements in its entirety and insert the following in its place (any sentence or paragraph containing revised or new text is highlighted):

	<p><b>A.11.</b> Provide a statement affirming that the Respondent will provide all necessary hardware required to connect to the State's environment and is responsible for tools and licensing expenditures required for data cleansing and transformation. The State will provide the environment (server infrastructure, operating systems and database licensing) behind the State's firewall. , virtual appliances, virtual server images and software for executing scoped deliverables. This includes any licensing assignments and expenditures required for State participation.</p>	
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4. "Delete Section A.2. of the *Pro Forma Contract* (RFP Attachment 6.6) in its entirety and insert the following in its place (any sentence or paragraph containing revised or new text is highlighted):

- A.2. Definitions. For purposes of this Contract, definitions shall be as follows and as set forth in the Contract:
- a. "TCRS" means the Tennessee Consolidated Retirement System.
  - b. "New PAS Solution" means the new and enhanced pension administration software system to replace TCRS' current pension administration system.
  - c. "PAS Vendor" means the company selected by the State to provide and implement the New PAS Solution.
  - d. "PAS" means pension administration system.
  - e. "Concord" means the current PAS used by TCRS.
  - f. "Data" means a compilation, body, set or sets, of discrete information contained in Concord and in the other databases and applications described in Section 1.1. of RFP # 30901-59824, which is incorporated into this Contract by reference pursuant to Section D.30 below. Such data includes, but is not limited to, addresses, social security numbers, plan memberships, statuses (e.g., active member, inactive member, retired member, deceased member), beneficiary designation information, contributions, etc.

- g. "Deliverable" means the verifiable outcomes, results, the Services or products that the Contractor shall develop, perform, and/or produce and deliver to the State pursuant to Section A of this Contract.
- h. "MDM" means Master Data Management, which is a process to create a single master record for each TCRS member and beneficiary from across data sources and applications, to support the data migration and future data definition requirements.
- i. "Project" means collectively the Data Profiling Phase, Data Cleansing Phase and Data Migration Technical Phase services described in Sections A.5 through A.8 below.
- j. "Phase" means a collection of activities within the Project; namely, the Data Profiling Phase, the Data Cleansing Phase and the Data Migration Technical Phase.
- k. "Column" means a set of data values of a particular type within a database.
- l. "Column of Data" means a dataset made up of one or more Columns that are grouped together by the vendor for data cleansing purposes.
- l.m. "Business Day" means a day in which State offices are opened for the transaction of public business. State offices are opened for the transaction of public business from 8:00 a.m. CS(D)T until 4:30 p.m. CS(D)T of each day except Saturdays, Sundays, and legal holidays as defined in Tennessee Code Annotated, Section 15-1-101, as amended.

5. "Delete Section C.3.b. of the *Pro Forma Contract (RFP Attachment 6.6)* in its entirety and insert the following in its place (any sentence or paragraph containing revised or new text is highlighted):

- b. The Contractor shall be compensated based upon the following payment methodology:

Goods or Services Description	Amount (per compensable increment)
Data Profiling Phase Services as described in Section A.6  <b>Note:</b> Compensation for these services shall be paid in the manner provided in Section A.9.h. above.	\$ _____ (flat fee)
Data Cleansing Phase Services as provided in Section A.7  <b>Note:</b> Compensation for these services shall be paid in the manner provided in Section A.9.h. above.	\$ _____ (flat fee)
Data Migration Technical Phase Services as provided in Section A.8 with electronic content images remaining in the current ECM solution.  <b>Note:</b> Compensation for these services shall be paid in the manner provided in Section A.9.h. above.	\$ _____ (flat fee)
Data Migration Technical Phase Services as provided in Section A.8 with electronic content images being migrated to a new imaging solution.  <b>Note:</b> Compensation for these services shall be paid in the manner provided in Section A.9.h. above.	\$ _____ (flat fee)

6. Delete RFP Attachment 6.3 (Cost Proposal & Scoring Guide) in its entirety and replace it with the RFP Attachment 6.3 (Cost Proposal & Scoring Guide) that is attached to this amendment. Any sentence or paragraph containing revised or new text is highlighted):
7. **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.

**COST PROPOSAL & SCORING GUIDE****NOTICE:** THIS COST PROPOSAL MUST BE COMPLETED EXACTLY AS REQUIRED

**COST PROPOSAL SCHEDULE—** The Cost Proposal, detailed below, shall indicate the proposed price for goods or services defined in the Scope of Services of the RFP Attachment 6.6., *Pro Forma* Contract and for the entire contract period. The Cost Proposal shall remain valid for at least one hundred twenty (120) days subsequent to the date of the Cost Proposal opening and thereafter in accordance with any contract resulting from this RFP. All monetary amounts shall be in U.S. currency and limited to two (2) places to the right of the decimal point.

**NOTICE:** The Evaluation Factor associated with each cost item is for evaluation purposes only. The evaluation factors do NOT and should NOT be construed as any type of volume guarantee or minimum purchase quantity. The evaluation factors shall NOT create rights, interests, or claims of entitlement in the Respondent.

Notwithstanding the cost items herein, pursuant to the second paragraph of the *Pro Forma* Contract section C.1. (refer to RFP Attachment 6.6.), the State is under no obligation to request work from the Contractor in any specific dollar amounts or to request any work at all from the Contractor during any period of this Contract.

This Cost Proposal must be signed, in the space below, by an individual empowered to bind the Respondent to the provisions of this RFP and any contract awarded pursuant to it. If said individual is not the *President* or *Chief Executive Officer*, this document must attach evidence showing the individual's authority to legally bind the Respondent.

<b>RESPONDENT SIGNATURE:</b>			
<b>PRINTED NAME &amp; TITLE:</b>			
<b>DATE:</b>			
<b>RESPONDENT LEGAL ENTITY NAME:</b>			
Cost Item Description	Proposed Cost	State Use Only	
		Evaluation Factor	Evaluation Cost (cost x factor)
Data Profiling Phase Services as described in Section A.6 of the <i>Pro Forma</i> Contract (RFP Attachment 6.6)  <b>Note:</b> Compensation for these services shall be paid in the manner provided in Section A.9 of the <i>Pro Forma</i> Contract (RFP Attachment 6.6)	\$ _____ (flat fee)	1	

<b>RESPONDENT LEGAL ENTITY NAME:</b>			
Cost Item Description	Proposed Cost	State Use Only	
		Evaluation Factor	Evaluation Cost (cost x factor)
Data Cleansing Phase Services as provided in Section A.7 of the <i>Pro Forma</i> Contract (RFP Attachment 6.6)  <b>Note:</b> Compensation for these services shall be paid in the manner provided in Section A.9 of the <i>Pro Forma</i> Contract (RFP Attachment 6.6)	\$ _____ (flat fee)	1	
Data Migration Technical Phase Services as provided in Section A.8 of the <i>Pro Forma</i> Contract (RFP Attachment 6.6) with electronic content images remaining in the current ECM solution.  <b>Note:</b> Compensation for these services shall be paid in the manner provided in Section A.9 of the <i>Pro Forma</i> Contract (RFP Attachment 6.6)	\$ _____ (flat fee)	1	
Data Migration Technical Phase Services as provided in Section A.8 of the <i>Pro Forma</i> Contract (RFP Attachment 6.6) with electronic content images being migrated to a new imaging solution.  <b>Note:</b> Compensation for these services shall be paid in the manner provided in Section A.9 of the <i>Pro Forma</i> Contract (RFP Attachment 6.6)	\$ _____ (flat fee)	1	
<b>EVALUATION COST AMOUNT</b> (sum of evaluation costs above):  The Solicitation Coordinator will use this sum and the formula below to calculate the Cost Proposal Score. Numbers rounded to two (2) places to the right of the decimal point will be standard for calculations.			
<b>lowest evaluation cost amount from <u>all</u> proposals</b>			<b>=</b> <b>SCORE:</b>
evaluation cost amount being evaluated	x 30 (maximum section score)		

<b>RESPONDENT LEGAL ENTITY NAME:</b>			
<b>Cost Item Description</b>	<b>Proposed Cost</b>	<b>State Use Only</b>	
		<b>Evaluation Factor</b>	<b>Evaluation Cost</b> (cost x factor)
<i>State Use – Solicitation Coordinator Signature, Printed Name &amp; Date:</i>			