



REQUEST FOR OFFER

RFO #: 17RFO001

ADDENDUM 1

This addendum modifies the project team requirements. Please note the following additions, removals and modifications. As a result, please note the revised key action dates. All additions to the following chart are noted by being in **bold** and all deletions are reflected by a ~~strikethrough~~.

EVENT	DATE/TIME
1. Release of RFO	7/20/2017
2. RFO Response Submission Due	7/31/2017, 4:00 PM, PDT 7/28/2017, 4:00 PM, PDT
3. Commission Review of RFO Submissions	8/1-8/2, 2017 7/28-7/31, 2017
4. Reference Contact	8/2-8/3, 2017
5. Anticipated Agreement Award	August 4, 2017

In addition, the following requirements have been removed:

1. Offeror Project Team Qualifications – Mandatory
 - Shall be employed by a Sitefinity Elite partner organization.

The following items have been added:

1. Offeror Project Team Qualifications – Desirable: Offeror must document that Offeror’s proposed Project team meets the following desirable qualifications, individually or as a group in order to receive any desirable scoring. Shall be employed by a Sitefinity Elite partner organization.
2. Attachment C-1: Project Team Qualifications: Desirable Qualifications



ATTACHMENT C-1 - DESIRABLE PROJECT TEAM QUALIFICATIONS

Complete one matrix for each proposed team member as applicable. Offeror may add additional rows as necessary.
OFFEROR MUST ATTACH EVIDENCE OF CERTIFICATION OR DOCUMENTATION OF TEAM MEMBERS WHO ARE SITEFINITY CERTIFIED.

Q #	Desirable Qualifications (DQ)	Team Member Individual Name(s) and proposed role on this project	Project Description Workplace, Project Name, Time Period <i>(month/day/year start and end dates), % of time</i>	Relevant Experience Description Individual's role, description of the relevant experience on the project(s)	Reference Contact Contact Name, Company Name, Telephone Number, Email, Work Relation (references may be contacted to verify information provided)
1.	Employed by a Sitefinity Elite partner organization.		a.	a.	a.



Revisions to Table 1: Relative importance of each part of the response assessment

All additions to the following chart are noted by being in **bold** and all deletions are reflected by a ~~strikethrough~~.

Administrative Criteria		
Item	Weight	
Attachment B, Offeror Qualifications (mandatory) met	Pass/Fail	
Attachment C, Project Team Qualifications (mandatory) met	Pass/Fail	
Attachment D, Offeror References provided	Pass/Fail	
Statement of Work and other Scorable Elements		
Item	Weight	Maximum Points
Statement of Work (Offeror's Response to Section I.7.1)	10%	100
Offeror Qualifications (Offeror's Response to Attachment B)	10%	100
Project Team Qualifications (Offeror's Response to Attachment C, and Project Team Resumes), (Both Mandatory and Desirable)	25% 30%	250 300
Desirable Project Team Qualifications (Offeror's Response to Attachment C-1)	5%	50
References		
Item	Weight	Maximum Points
References	20%	200
Item	Weight	
Cost	30%	300
Total	100%	1000

All other terms, conditions and details of this RFO shall remain the same. If there are any questions or concerns, the contact information is noted below:

Adrienne Trapnell
Commission on Teacher Credentialing
Fiscal and Business Services
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