



**\*\*\*AMENDMENT #1 \*\*\***

***Changes have been made to the RFP as originally distributed in Section 1.8.3 Cost Proposal Forms:***

**1.8.3 COST PROPOSAL FORMS**

Vendors *must* respond to this RFP by utilizing the cost proposal forms found in *Appendix F*. These forms will be used as the primary representation of each Vendor's cost and will be used extensively during proposal evaluations. Additional information should be included as necessary to explain in detail the Vendor's cost.

*Should read:*

**1.8.3 COST PROPOSAL FORMS**

Vendors *must* respond to this RFP by utilizing the cost information reference in Section 5.0 ~~proposal forms found in *Appendix F*. These forms will be used as the primary representation of each Vendor's cost and will be used extensively during proposal evaluations.~~ Additional information should be included as necessary to explain in detail the Vendor's cost.

***Changes have been made to the RFP as originally distributed in Section 1.6 Mandatory Requirements:***

**1.6 MANDATORY REQUIREMENTS**

Vendors are expected to respond to all of the requirements described in this document. The Department will determine whether a vendor's proposal meets the terms of the requirements. Proposals that do not meet all requirements listed in this RFP may be subject to point reductions during the evaluation process or may be deemed non-responsive. Proposals that do not meet the requirements 1.6.1 through 1.6.9 will be deemed non-responsive and no other consideration will be given. **DO NOT ALTER ANY OF THE FORMS LISTED BELOW OR OTHERWISE INCLUDED/REQUIRED IN THIS DOCUMENT.**

**1.6.2 DEADLINE FOR RECEIPT OF PROPOSALS**

Proposals must adhere to the format requirements and must be received by the deadline for receipt of proposals as specified in the Schedule of Events and Section 1.8.1 *Required Copies and Deadline for Receipt of Proposals*.

**1.6.3 W-9 LEGAL STATUS LETTER OR TAXPAYER IDENTIFICATION NUMBER FORM**

Vendors must include a legible copy of their legal status letter from the Internal Revenue Service. If the legal status letter is not available, a completed and signed copy of the **"Request for Taxpayer Identification Number"** form (*Appendix B*) must be included.

**1.6.4 DISCLOSURE STATEMENT**

Act 2001-955 requires the disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals to the State of Alabama in excess of \$5,000. Disclosure Statements are available for completion on the Attorney General's web site at [www.ago.alabama.gov](http://www.ago.alabama.gov) under *Publications and Forms*. Vendors may also click on the following links for a copy of the Disclosure Statement: (online fill-in)



<http://www.ago.alabama.gov/File-AL-Vendor-Disclosure-Statement> when connected to the internet. Vendors must include a completed copy of the Disclosure Statement in their proposals.

### **1.6.5 CERTIFICATE OF COMPLIANCE**

Vendors must submit a completed, signed copy of the certificate of compliance (*Appendix D*) with their proposals.

### **1.6.6 E-VERIFY MOU**

Vendors must submit e-verify memorandum of understanding/registration documentation with their proposals.

### **1.6.7 IMMIGRATION STATUS FORM**

Vendors must submit a completed immigration status form with their proposals.

### **1.6.8 AUTHORIZED VENDOR SIGNATORY**

Vendors must provide an original proposal using the format described, with an original signature of person(s) legally authorized to bind the applicant to the proposal.

### **1.6.9 DUNS NUMBER**

Vendors must include their Dun & Bradstreet, or D-U-N-S, Number, a unique nine-digit identification number for each physical location of your business.

*Should read:\*\*\*renumbering of sections have been changed below from original format*

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### ***Changes have been made to the RFP as originally distributed:***

#### ***4.2.5.3.5 — Assessment of Benefits and Impact***

~~Describe the process that will be used to assess the youth's proposed services to determine if the expected benefits and their impact have occurred. Include on-going plans to continuously assess and modify services to better meet the needs of the target population. The assessment methodology should provide the Department with meaningful indicators that funded projects are making satisfactory progress toward desired goals.~~

#### ***4.2.5.3.6 Office Location***

Vendors must provide the physical address where records will be maintained and services will be performed under a contract with the Department in the event the vendor is selected.

### ***Should read:***

#### ***4.2.5.3.3 Assessment of Benefits and Impact***

Describe the process that vendor will use to assess the proposed services to determine if the expected benefits and their impact have occurred. The assessment methodology should provide the Department with meaningful indicators that funded projects are making satisfactory progress toward desired goals.

#### ***4.2.5.3.4 Office Location***

Vendors must provide the physical address where records will be maintained and services will be performed under a contract with the Department in the event the vendor is selected.