OHIO ATTORNEY GENERAL'S OFFICE
REQUEST FOR PROPOSALS

AGO DOCUMENT AND RECORD MANAGEMENT SYSTEM

Addendum #2 to RFP AGO/ITS-202

Issue Date: March 12, 2012

On or Before:

Mar 28, 2012 by 1:00 PM Eastern time

Reason of the addendum:

This addendum is being issued to add a new type of acceptable electronic form for delivering the Request for Proposal (RFP) AGO/ITS – 202. The change may be on page 5 within section 2.1 "Proposal Submission" of the RFP. Attached is a new page 5 for the RFP. Please remove the corresponding page number from the existing RFP and replace it with attached page.

* Indicates the change made on 03/12/12, which is printed in ***bold and italicized*** text.
The changed text on page 5 is: ***or USB thumb drives****

incorporate any schedule changes or other amendments to the RFP according to the process identified in Section 2.2, Communications and Inquiries, for all to see.

While the RFP dates are subject to change, Applicants must be prepared to meet them as they currently stand. Any failure to meet a deadline or make any objection to the dates for Contract performance may result in the AGO, in its sole discretion, refusing to consider the Applicant's Proposal.

The AGO may, at any time and in its sole discretion, request additional information to assist in the review process, reissue the RFP requiring new Proposals from interested parties, or reject all Proposals if it determines that it is in the AGO's best interests to do so.

SECTION 2.0 SUBMISSIONS AND INQUIRIES

Applicants shall read all conditions set forth in this RFP for a full understanding of the RFP requirements.

2.1 Proposal Submission

One original and ten (10) conforming copies, in both paper form and electronic form on compact disks (CD or DVD) ***or USB thumb drives****, of the Proposal must be submitted no later than Mar 28, 2012 at 1:00 PM eastern standard time. Proposals shall be delivered to:

Ohio Attorney General's Office
Information Technology Services
150 East Gay Street, 20th Floor
Columbus, Ohio 43215
Attn: Diane Walker

An individual who is authorized to bind the Applicant to the provisions of the Proposal must sign the original Proposal in blue ink. Proposal responses must address all requirements of this RFP.

Proposals must be received at the above listed location by the appointed time to be considered. Proposals that are postmarked by the deadline date but not received by the AGO by Mar 28, 2012 at 1:00 PM EST shall be considered late. An Applicant that mails its Proposal must allow for adequate mailing time to ensure its timely receipt. Applicants must also allow for potential delays due to increased security or inclement weather.

Proposals received after 1:00 PM EST on Mar 28, 2012 shall be considered late and shall not be accepted or considered. Requests for extensions of the deadline date and time shall not be granted. Late Proposals will remain unopened and will not be returned. Incomplete Proposals not conforming to the format as listed in section 3, Format and Requirements, will not be accepted or considered and will not be returned. The AGO will reject late responses regardless of the cause for the delay.