

## JUNE 2014 - ITEMIZED CHANGES MADE TO THE BOILERPLATES

### Agency RFI

- No Changes

### Agency RFP

- Updated all website/ URLs in RFP
- Cover page
  - Removed sentence regarding consistency among proposals
  - Updated website
  - Inserted Notice regarding Neb. Rev. Stat. §84-602
  - Inserted Copyright waiver
  - Inserted Nebraska Transparency in Government Procurement Act language & affidavit
  - Inserted statute number after Government Procurement Act
  - Put a box around each section where vendor has to place a check mark (for distinction)
- Glossary of Terms – revised definitions for the following words
  - Competition
  - Confidential Information
  - Contract Administration
  - Contract Management
  - National Institute for Governmental Purchasing (NIGP)
  - Protest/Grievance
  - Added: Vendor Performance Report along with definition
- **Section II**
- C – Communication with Staff - added “and Evaluators”
  - inserted “and Evaluators”, added language “Bidders shall not have any communication with or attempt to communicate with or influence in any way, any evaluator involved in this RFP
- H – Submission of Proposals
  - Inserted Notice regarding Neb. Rev. Stat. §84-602
- L - Evaluation of Proposals
  - Revised phrase to “business days”
- M – Evaluation Committee – Inserted language
  - “Any contact or attempted contact with an evaluator that is involved with this RFP may result in the rejection of this proposal and further administrative actions may be taken.”
- P - Secretary of State/Tax Commissioner Registration Requirements
  - Revised phrase to “calendar days”
- **Section III**
  - Revised “Accept, Reject, or Reject & Provide Alternative” boxes for initialing
- B - Award
  - Revised phrase to “business days”
- C - Compliance with Civil Rights Laws and Equal Opportunity Employment/Nondiscrimination
  - Revised language of description/ Neb. Rev. Stat. §48-101 to 48-1125
- F - Insurance Requirements
  - Revised language
  - Inserted Subrogation Waiver & Liability Waiver
  - Revised layout to who certificate of insurance should be submitted to
- J - Contractor Personnel
  - Removed notice of cancellation sentence
- R - Deviations from the Request for Proposal
  - Revised description
- Y – Early Termination
  - Revised phrase to “calendar days”
- Z – Funding Out Clause or Loss of Appropriations
  - Revised phrase to “calendar days”
- AA. Breach by Contactor
  - Revised phrase to “calendar days”
- CC - Administration – Contraction Termination

- New
- EE. Retainage
  - Revised phrase to “calendar days”
- GG - Performance Bond
  - Revised language of description
- RR - Proprietary Information
  - Revised language of description to “provide supporting documents showing why such documents should be marked proprietary”
  - Inserted Notice regarding Neb. Rev. Stat. §84-602
- SS - Certification of Independent Price Determination/ Collusive Bidding
  - Remove the phrase “he/she” and “his or her”
- TT – Statement of Non-Collusion
  - New
- EEE - Employee Work Eligibility Status
  - Removed the phrase “newly hired”
- GGG - Political Sub-divisions
  - New

**Agency RFP Cost Only**

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  - Revised language of description
- LL – Changed to read “Right to Audit”
  - Remove old language – inserted all new language
- RR - Proprietary Information
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  - Inserted Notice regarding Neb. Rev. Stat. §84-602
  - Bolded “All proprietary information the bidder wishes the State to withhold must be submitted in a sealed package, which is separate from the remainder of the proposal, and provide supporting documents show in why such documents should be marked proprietary.” Also bolded, “Bidders may not mark their entire Request for Proposal as proprietary.”
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- TT – Statement of Non-Collusion
  - New
- WW – Ethics in Public Contracting
  - In first paragraph, after employee, added “or evaluator”. Then after Bureau, added “or any evaluator.”
- EEE - Employee Work Eligibility Status
  - Removed the phrase “newly hired”
- FFF Certification Regarding Debarment, Suspension and Ineligibility
  - Inserted last paragraph that begins “Contractor, by signature to this RFP,.....”
- GGG - Political Sub-divisions
  - New

### **Agency RFP Cafeteria & Vending**

#### ALL NEW

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- Cover page
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  - Revised phrase to “calendar days”
- **Section III**
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  - Revised phrase to “business days”
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  - Revised description
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- Z – Funding Out Clause or Loss of Appropriations
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- AA. Breach by Contactor
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- CC - Administration – Contraction Termination
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- GG - Performance Bond
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- RR - Proprietary Information
  - Revised language of description to “provide supporting documents showing why such documents should be marked proprietary”
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- SS - Certification of Independent Price Determination/ Collusive Bidding
  - Remove the phrase “he/she” and “his or her”
- TT – Statement of Non-Collusion
  - New
- EEE - Employee Work Eligibility Status
  - Removed the phrase “newly hired”
- GGG - Political Sub-divisions
  - New

## Agency RFP Vending No Payments

ALL NEW

- Updated all website/ URLs in RFP
- Cover page
  - Removed sentence regarding consistency among proposals
  - Updated website
  - Inserted Notice regarding Neb. Rev. Stat. §84-602
  - Inserted Copyright waiver
  - Inserted Nebraska Transparency in Government Procurement Act language & affidavit
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- P - Secretary of State/Tax Commissioner Registration Requirements
  - Revised phrase to “calendar days”
- **Section III**
  - Revised “Accept, Reject, or Reject & Provide Alternative” boxes for initialing
- B - Award
  - Revised phrase to “business days”
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- R - Deviations from the Request for Proposal
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- Y – Early Termination
  - Revised phrase to “calendar days”
- Z - Breach by Contactor
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- BB - Administration – Contraction Termination
  - New
- DD - Retainage
  - Revised phrase to “calendar days”
- FF - Performance Bond
  - Revised language of description
- HH Audit Requirements – Changed to Right to Audit

- Removed all language and inserted new language
- NN - Proprietary Information
  - Revised language of description to “provide supporting documents showing why such documents should be marked proprietary”
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- OO - Certification of Independent Price Determination/ Collusive Bidding
  - Remove the phrase “he/she” and “his or her”
- PP – Statement of Non-Collusion
  - New
- SS – Ethics in Public Contracting
  - In first paragraph, after employee, added “evaluator.” After Bureau, added “or any evaluator.”
- UU – Nebraska Technology Access Standards “added “are in compliance or will”
- AAA - Employee Work Eligibility Status
  - Removed the phrase “newly hired”
- BBB – Certification Regarding Debarment, Suspension and Ineligibility
  - Added last paragraph that begins with “Contractor, by signature to this RFP, . . . .”
- CCC - Political Sub-divisions
  - New

### **Purchasing RFI**

- Updated all website/ URLs in RFI
- Revised phrase to “State Purchasing Bureau”

### **Purchasing RFP**

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- Cover page
  - Revised phrase to “State Purchasing Bureau”
  - Removed sentence regarding consistency among proposals
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  - Revised language of description
- HH Audit Requirements – Revised to “Right to Audit”
  - Removed all language and inserted new language

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