

May 20, 2022

To: All Potential Respondents  
From: Craig Trotter, Purchasing Agent

Subject: RFB1522005021

### **Addendum Two - Answers to Questions**

**Please amend the subject RFP to include answers to the following timely received questions:**

- Q1. Section 2.23 Determinations of Responsible Bidder (Page 7)—The solicitation states that in order for a bid to be considered responsive, the bid must “answer ‘Yes’ to all parts”. However, the introduction to Section 4 – Form of Bid indicates that “If a ‘no’ response is indicated, exception must be noted on Attachment 3”. Given that the bid document allows for “no” responses with an explanation, will the State of Iowa amend Section 2.23 to allow offerors who respond “no” to some requirements to still be considered a responsive bid, if they include clear exceptions and the intention to work with the State to negotiate acceptable contract terms?
- A1. Please see definitions for “Responsible Bidder and “Responsive Bid” in Section 1.3. The State will allow offerors/bidders to answer “no” to any section as long as it is noted on Attachment 3 and submitted with the bid. If exceptions are **not** noted in attachment 3 then the State will assume that the offerors/bidders acknowledges the acceptance of terms and conditions of bid. The State will look at all exceptions and determine what is best for the State and that it complies with Iowa codes.
- Q2. Section 3 Specifications (Page 10)—Section 3 provides that the legal research service “must be able to satisfy all these specifications to be deemed a Responsible Bidder”. The list of specifications is quite extensive and includes items that go well beyond what is provided to the State under its current state-wide contract for legal research services. The list of specifications in Section 3 seems suited to very large legal departments (e.g., Iowa Attorney General), but far too broad for smaller offices/departments throughout the State. For example, most State offices/departments don’t routinely require access to briefs, dockets, news, public records, jury materials, and expert witness resources.
- Do all State agencies and public bodies contemplated under the MSA contract require access to all of the mandatory specifications listed in Section 3?
- A2. No, not all State agencies will require access to all of the specifications.

Q3. To help ensure that the State is provided with maximum purchasing flexibility, can bidders provide the state with smaller research packages that are more closely aligned with typical legal research needs?

A3. Yes, absolutely. The State is interested in reviewing all options or packages that bidders can provide.

**Please acknowledge receipt of this addendum by signing in the space provided below, and return this letter with your offer (do not send back separately).**

I hereby acknowledge receipt of this addendum.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Typed or Printed Name