

**State of Georgia
Georgia Technology Authority**



REQUEST FOR QUALIFIED CONTRACTORS (RFQC)

**The State of Georgia's Outsourcing Environment
Multi-discipline Reassessment**

RFQC No. 98000-0000000764

Sealed Proposal Due By:

February 22, 2013

Submit Response To:

Georgia Technology Authority
47 Trinity Avenue, Suite 300
Atlanta, GA 30334

All available information concerning this Request for Qualified Contractors can be downloaded from the Georgia Procurement Registry website: www.procurement.state.ga.us

Refer ALL Inquires to:
Nanci Glazer Gay, GTA Contracting Officer

Email: nanci.glazer-gay@gta.ga.gov
(404) 463-2300

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1.0 Overview

The Georgia Technology Authority (GTA) through the release of this RFQC solicitation is seeking to prequalify a limited number of companies that bring effective core competences gained by participating in previous state Information Technology (IT) outsourcing efforts. Competencies being sought include but are not limited to: financial and billing methodologies with a concentration on providing value, management, and sustainability strategies for a mature IT outsourcing environment. All of the competencies will be applied to and relate to the State of Georgia outsourcing initiative originally known as GAIT (Georgia Infrastructure Transformation) 2010 and currently known as (GETS) Georgia Enterprise Technology Services. See information at the GTA website <http://gta.georgia.gov/technology-transformation-overview>

Defined terms used in this Request For Qualified Contractors ("RFQC") are set forth in the Definitions attached as Appendix F hereto.

This RFQC shall be governed by the terms and conditions contained herein. All proposals submitted pursuant to this request will be made in accordance with the provisions of this RFQC and the Georgia Vendor Manual located at: http://doas.ga.gov/StateLocal/SPD/Docs_SPD_General/GeorgiaVendorManual.pdf

By this RFQC, GTA seeks to prequalify prospective contractors also referred to as "Respondents" submitting the information requested within this document.

1.1 RFQC Process

The following conditions apply to this RFQC process:

- 1.1.1 This RFQC consists solely of this Request For Qualified Contractors, Appendices A through L hereto and any written addenda to this RFQC issued by the GTA Contracting Officer.
- 1.1.2 The deadlines regarding the submission of your Entire Response, including the Prospective Contractor Response Form(s) and Supporting Information Form(s) and related events are as listed in Appendix A.
- 1.1.3 The dates, times, and sequence of events related to this RFQC solicitation shall ultimately be determined by GTA. The schedule shown in Appendix A is subject to change.
- 1.1.4 The process set forth in this RFQC will not result in any predetermination by GTA, nor shall this RFQC be construed as a determination of any kind that is binding on GTA. Further this RFQC shall not be construed to mean that Respondent(s) is actually capable of performing the work that may be the subject of any subsequent informal, competitive Statement of Need (SON). Rather, the criteria set forth herein is intended only to identify prospective contractors based on their prior experience in providing similar or related services to potentially undertake a project of this size. (See Appendix G, Statement of Need Process)
- 1.1.5 This RFQC is intended solely to prequalify Respondents that meet the criteria set forth herein as Respondents and who are thus the only parties eligible to receive an award pursuant to any subsequent SON.

- 1.1.6 GTA's ultimate determination regarding the capability of any prequalified prospective contractor to perform the work shall be reserved solely and exclusively to GTA's evaluation of the responses to any informal, competitive SON, in which GTA may reject any and all Respondents.
- 1.1.7 All questions about this RFQC must be submitted in the following format:

Company Name	
1.Citation of relevant section of the RFQC	Question
2.Citation of relevant section of the RFQC	Question

All questions must be transmitted in writing via email to the Issuing Officer:
 Nanci Glazer Gay
 GTA
nanci.glazer-gay@gta.ga.gov

- 1.1.8 Respondents that are qualified under this RFQC and who receive a contract award shall be qualified to submit a proposal as the prime contractor in response to any subsequent informal, competitive SON solicitation.
- 1.1.9 Respondents, who receive a contract award pursuant to any subsequent informal, competitive SON solicitation, may subcontract to third party companies' portions of the work to be performed pursuant to any subsequent informal, competitive SON solicitation.
- 1.1.10 Respondents are invited to submit: a Prospective Contractor Cover Letter (Appendix C), Prospective Contractor Response Form(s) (Appendix E) and Supporting Information Form(s) (Appendix E) in accordance with the instructions in Appendix D. Both the Prospective Contractor Response Form(s) and the Supporting Information Form(s) will be evaluated in accordance with the procedures and criteria set forth herein.
- 1.1.11 Respondents that submit a Prospective Contractor Cover Letter must submit the following forms which will be reviewed for completeness, signature and notarization where necessary: RFQC Proposal Certification, Statement of Responsibility Certification Form, Small or Minority Business Form, and The Sales and Use Tax Registration Form. (See Appendices H through K).
- 1.1.12 No other information in any form, including any other information posted on GTA's website or in the Georgia Procurement Registry, shall be deemed part of this RFQC. Each Respondent, by filing a Prospective Contractor Cover Letter, Prospective Contractor Response Form(s) and Supporting Information Form(s), acknowledges and agrees to the foregoing and certifies that in responding to this RFQC or preparing its Prospective Contractor Cover Letter, Prospective Contractor Response Form(s) and Supporting Information Form(s) it has not relied upon any information other than that which is contained in this Request For Qualified Contractors, Appendices A through L hereto and any written addendum to this RFQC issued by the GTA Contracting Officer.
- 1.1.13 This RFQC does not obligate GTA to establish a list of prequalified prospective contractors, issue any informal, competitive SON solicitation, or award a contract to anyone, including any Respondent. GTA reserves the right to, amend, modify or cancel this RFQC without prior notice, at any time, at its sole discretion.

- 1.1.14 GTA shall not be liable for any expenses incurred by any party other than GTA in connection with this RFQC.
- 1.1.15 No oral conversations or agreements with any officer, agent, or employee of the State or, in particular, GTA, regarding this RFQC are authorized, and if the same shall occur, they shall not affect or modify any terms of this RFQC. No written statements of any persons other than the GTA Contracting Officer are authorized, and if the same shall occur, they shall not affect or modify any terms of this RFQC.
- 1.1.16 GTA may, in its sole discretion, waive any irregularities or defects in a Prospective Contractor Response Form(s) and Supporting Information Form(s). GTA reserves the right to seek clarification of a Prospective Contractor Response Form(s) and Supporting Information Form(s) from the Respondent or verification of information contained in a Prospective Contractor Response Form(s) and Supporting Information Form(s) from any other source. The inability of GTA, using the information provided in the Prospective Contractor Response Form(s) and Supporting Information Form(s), to be able to verify a Respondent's prior experience in relation to the qualification criteria set forth herein shall be grounds to reject such Prospective Contractor Response Form(s) and Supporting Information Form(s) as unacceptable.
- 1.1.17 Respondents may not discuss GTA's requirements, preparation of Prospective Contractor Response Form(s) and Supporting Information Form(s) or any other part of any proposal in response to any subsequent informal, competitive SON solicitation, or technical questions with any GTA or State personnel other than GTA's Contracting Officer. Violation of the foregoing may result in the disqualification of your organization from participation in the RFQC or any subsequent informal, competitive SON solicitation process.
- 1.1.18 This RFQC and any activity pursuant to this RFQC by any party are governed by all applicable laws including, without limitation, State and Federal antitrust laws.

1.2 Prospective Contractor Response Form(s) and Supporting Information Form(s) Guidelines

- 1.2.1 GTA recognizes the amount of effort necessary to prepare a response to this RFQC and leaves it up to the Respondent to determine the exact level of detail necessary to demonstrate that it has the requisite prior experience and capabilities to perform up to GTA expectations.
- 1.2.2 At the same time, to make this task more manageable, GTA is asking that each Respondent provide certain information in a prescribed format. All information shall be delivered in both hard and electronic copies.
- 1.2.3 Each Prospective Contractor Response Form(s) and Supporting Information Form(s) shall be prepared simply and economically, providing straightforward, concise delineation of Respondent's capabilities to satisfy the requirements of this RFQC. Fancy bindings, colored displays, and promotional materials are not required. Emphasis on each Prospective Contractor Response Form(s) and Supporting Information Form(s) must be on completeness and clarity of content. To expedite the evaluation of Prospective Contractor Response Form(s)

and Supporting Information Form(s), it is essential that Respondent follow the format and instructions contained herein.

1.2.4 Responses are due by the due date listed in Appendix A. See Appendix D for response instructions. Any Prospective Contractor Response Form(s) and Supporting Information Form(s) received after the due date and time MAY BE rejected.

1.3 **Evaluation**

1.3.1 A Request for Qualified Contractors Evaluation Committee ("Evaluation Committee") appointed by GTA will examine all Prospective Contractor Response Form(s) and Supporting Information Form(s) that are properly submitted in accordance with the requirements of this RFQC. The Committee shall make the final determination of Respondents that are prequalified prospective contractors in accordance with the criteria set forth herein. Prospective Contractor Response Form(s) and Supporting Information Form(s) will be evaluated on a point basis.

1.3.2 Points will be given based on Respondent's experience in a state's IT outsourcing efforts in the following areas:

Baseline/benchmarking information gathering/analysis

Financial advisory and assessment services

Financial methodology/structure

Governance models

Billing/Resource accountability

- Baseline/benchmarking/information gathering/analysis is defined for this RFQC as the actions taken by a state to determine their IT profile and to analyze next steps.
- Financial advisory and assessment services are defined for this RFQC as the actions taken by a state to have a third party provide advice, review, and evaluation of their financial outsourcing profile.
- Financial methodology/structure is defined for this RFQC as the actions taken by a state to have a third party recommend a methodology or structure to deal with the redeployment of funds for users of services provided by the outsourcing effort.
- Governance models is defined for this RFQC as the actions taken by a state to develop a governing organization to service the outsourcing effort.
- Billing/Resource accountability is defined for this RFQC as the actions taken by a state to bill and allocate costs among the customers using the services.

1.3.3 The Evaluation Committee will deem a Respondent qualified only if the Respondent's Prospective Contractor Response Form(s) and Supporting Information Form(s) satisfactorily meets the following:

- Includes a signed copy of the appropriate Prospective Contractor Statement Cover Letter in the format attached hereto; and

- Includes all of the requested contents of the Prospective Contractor Response Form(s); and Supporting Information Form(s); and
- Provides documentation sufficient to evidence all responses; and
- Is evaluated to be within the range of “acceptable” as determined by the GTA Request for Qualified Contractor Evaluation Committee; and
- Otherwise satisfactorily complies with the terms of this RFQC, as determined by GTA in its sole discretion.

1.3.4 GTA reserves the right to select up to five (5) Respondents whose projects involved services that were the most similar (or larger) in terms of technical items and complexity to the State of Georgia’s existing outsourcing services. The Evaluation Committee will utilize their collective business judgment to determine the relative importance of experience to one another within the same category. Experience in outsourcing of state’s IT services will be given higher consideration during the review of Respondent’s proposals.

1.3.5 GTA may rely solely on the information provided by Respondent to make its determination or may gather information from outside sources include project references, to facilitate making its determinations.

1.3.5.1 GTA reserves the right to request clarifications from any Respondent in GTA’s sole discretion. All requests for clarifications by GTA, and all responses thereto submitted by the Respondent, shall be in writing. The Evaluation Committee will be the arbiter of whether respondent’s affirmative responses are accurate and acceptable.

1.3.5.2 A list of Prospective Contractors who are prequalified shall be posted to the Georgia Procurement Registry website at: www.procurement.state.ga.us

1.3.5.3 Due to the short time frame, all information provided must be readily verifiable. GTA may, but is not obligated to, use only the contact information provided in the Prospective Contractor Statement.

1.3.5.4 Each Prospective Contractor Response will be evaluated based on the information submitted therein, plus any clarifications; plus any other relevant sources consulted during the Evaluation Committee’s evaluation process. This RFQC contains the appropriate guidelines, questions and instructions that should be followed by those prospective Prime Contractors seeking to be prequalified.

1.4 Terms and Conditions

- 1.4.1 Vendor Registration System information includes that Vendors must be registered in the web-based, Team Georgia Marketplace registration system for vendors in order to do business with the State. This system also allows vendors to receive automatic electronic notification of bid opportunities from the State of Georgia and other governmental entities within Georgia through the Georgia Procurement Registry. Vendors may register at: <http://doas.ga.gov/StateLocal/SPD/Pages/Home.aspx>.

At the time of registration, vendors must select the products and services they provide using the appropriate NIGP Codes. Vendors are responsible for updating and maintaining key company, contact, and product information in the system. All inquiries about the Team Georgia Marketplace vendor registration system should be addressed to: procurementhelp@doas.ga.gov.

- 1.4.2 RFQC Amendments is the condition that the State reserves the right to amend this RFQC prior to the proposal due date. All amendments and additional information will be posted to the Georgia Procurement Registry, located at: http://ssl.doas.state.ga.us/PRSapp/PR_index.jsp.
- 1.4.3 Proposal Withdrawal is the condition that means that a submitted proposal may be withdrawn prior to the due date by a written request to the Issuing Officer. A request to withdraw a proposal must be signed by an authorized individual.
- 1.4.4 Cost for Preparing Proposals is the condition that the cost for developing the proposal is the sole responsibility of the Respondent. The State and GTA will not provide reimbursement for such costs.
- 1.4.5 Agreement - The Agreement which GTA intends to use for each of the successful Respondent(s) is attached to this RFQC and identified as Appendix L. As provided in Appendix L, GTA Agreement, the initial contract term is from contract award through June 30, 2014, with four (4) additional one (1) year options to renew. Renewal periods will be based on the twelve month period beginning July 1 and ending June 30 to coincide with the state fiscal year for GTA's planning and budgeting purposes. Renewal will depend upon funding and Contractor performance. Contract award will be by the issuance of a Notice of Award document and a fully executed contract. Renewal will be accomplished through the issuance of Notice of Award Amendment.

NOTE: Those contractors who submit exceptions to the Agreement as part of their proposal submission may delay or eliminate their inclusion on the qualified contractor list.

- 1.4.6 Conflict of Interest - If a Respondent has any existing client relationship that involves the State of Georgia, the Respondent must disclose each relationship in writing.
- 1.4.7 Minority Business Policy - It is the policy of the State of Georgia that minority business enterprises shall have a fair and equal opportunity to participate in the State purchasing process. Therefore, the State of Georgia encourages all minority business enterprises to compete for, win, and receive contracts for goods, services, and construction. (See

Appendix J). Also, the State encourages all companies to sub-contract portions of any State contract to minority business enterprises. For information, contact the State of Georgia, Vendor Relations Coordinator referenced in section 1.4.9.

- 1.4.8 Georgia Income Tax Incentive - Respondents interested in taking advantage of the Georgia income tax incentives provided for by the Official Code of Georgia Annotated 48-7-38, relative to the use of minority subcontractors in the performance of contracts awarded by the State of Georgia, should contact the State of Georgia, Vendor Relations Coordinator referenced in section 1.4.9.

1.4.9 Vendor Relations Administrator

The Vendor Relations Coordinator for the State of Georgia may be contacted at the following address:

Vendor Relations Administrator
Department of Administrative Services
200 Piedmont Avenue, S.E., Suite 1308, West Tower
Atlanta, Georgia 30334-9010
Telephone: (404) 657-6000, Fax: (404) 657-8444

1.4.10 Reciprocal Preference Law OCGA 50-5-60(b)


For the purposes of evaluation only, Respondents resident in the State of Georgia will be granted the same preference over Respondents resident in another State in the same manner, on the same basis, and to the same extent that preference is granted in awarding bids for the same goods or services by such other State to Respondents resident therein over Respondents resident in the State of Georgia. NOTE: For the purposes of this law, the definition of a resident Respondent is one who maintains a place of business with at least one employee inside the State of Georgia. A post office box address will not satisfy this requirement.

- 1.4.11 ADA Guidelines - The State of Georgia adheres to the guidelines set forth in the Americans with Disabilities Act. Respondents should contact the Issuing Officer at least one day in advance if they require special arrangements when attending the Respondent's Conference. The Georgia Relay Center at 1-800-255-0056 (TDD Only) or 1-800-255-0135 (Voice) will relay messages, in strict confidence, for the speech and hearing impaired.

- 1.4.12 Sales and Use Tax Registration - In Compliance with section 48-8-59 of the OCGA, every company or individual doing business within the State of Georgia is required to file an application for a certificate of registration with the State Revenue Commissioner. Prior to award of this Contract, the apparent successful Respondent will be required to complete and submit to the Agency the Sales and Use Tax Registration form (Appendix K). If the completed Sales and Use Tax Registration form is not received by the Agency within one week of the issuing of the Notice of Award, the Agency may, at its sole discretion, eliminate the apparent successful Respondent from consideration and award the Contract to another Respondent.

- 1.4.13 Compliance with Laws - The Contractor will comply with all State and Federal laws, rules, and regulations.

1.4.14 Protest - Respondents should familiarize themselves with the protest procedures set forth in the GTA Protest Policy found at url <http://gta.georgia.gov/sites/gta.georgia.gov/files/GTAProcedureProtestProcedures.pdf>



Appendix A – Schedule of Events

Event	Date
Release of RFQC to the Georgia Procurement Registry via www.procurement.state.ga.us	7 February 2013
Deadline for Written Questions via email Email Questions to: Nanci Glazer-Gay, GTA Contracting Officer at nanci.glazer-gay@gta.ga.gov	On or about 14 February 2013
Responses to Written Questions (posted to the Georgia Procurement Registry)	On or about 18 February 2013
RFQC Due Date	22 February 2013 by 2:00 p.m., ET
Notice of Intent to Award Prequalified Contractors posted to the Georgia Procurement Registry	On or about 26 February 2013
Award Notice Posted	On or about 7 March 2013

Appendix B – Prospective Contractor Questions

The questions in the table provided below are to be addressed in the Prospective Contractor Response Form (Appendix E). The following terms appear in the questions and have specific meanings. Respondents must carefully review these definitions found in Appendix F prior to responding to this RFQC as they will be used in the verification of Respondent’s statements and information.

- Data Center/Infrastructure Services
- Telecommunications Services

Questions

Questions	GTA Expectations
1. How many Engagements does the Respondent have acting as a prime contractor conducting baseline/benchmark information gathering and analysis for State government enterprise IT Infrastructure Outsourcing projects that include both data center services and telecommunications services?	GTA is seeking at least two (2) engagements. The two (2) engagements must include some combination of data center services and telecommunications services – the two (2) engagements cannot be all data center or all telecommunications projects.
2. How many Engagements does the Respondent have acting as a prime contractor conducting financial advisory and assessment services for State government enterprise IT Infrastructure Outsourcing projects that include both data center resources and services and telecommunications resources and services?	
3. How many engagements has the Respondent performed as a prime contractor where Respondent provided financial methodology /structure for State government enterprise IT Infrastructure Outsourcing projects that include both data center services and telecommunications services?	
4. How many engagements has Respondent performed as a prime contractor developing governance models for State enterprise IT Infrastructure Outsourcing organizations?	
5. How many engagements has Respondent performed as a prime contractor reviewing billing and providing a structure for resource accountability for State enterprise IT Infrastructure Outsourcing organizations that include both data center services and telecommunications services?	

Notes

1. For all projects used to answer the questions in this appendix, the Respondent (or its Parent or an Affiliate) must have entered into a contractual agreement with an unrelated third party (i.e. client).
2. Respondent must answer Question 1 through Question 5.
3. **GTA reserves the right to verify the validity of Respondent's responses and supporting documentation.**

Appendix C - Prospective Contractor Statement Cover Letter

Instructions - The Prospective Contractor Statement Cover Letter must be on the Respondent's letterhead and signed. This will be the first page of your Prospective Contractor Response.

Prospective Contractor Statement Cover Letter

Date: _____, 2013

Georgia Technology Authority
Attn: Nanci Glazer Gay
47 Trinity Avenue, Suite 300
Atlanta, GA 30334

Re: Request For Qualified Contractors

Dear GTA Contracting Officer:

The attached information is provided in response to GTA's Request For Qualified Contractors No. 980-98000-0000000764 ("RFQC"). [COMPANY NAME] agrees to all of the conditions set forth in the RFQC. The information contained in this Prospective Contractor Response Form(s) and Supporting Information Form(s) or any part thereof, including other documents delivered or to be delivered to the Georgia Technology Authority (the "GTA"), is true, accurate, and complete. This Prospective Contractor Response Form(s) and Supporting Information Form(s) includes all information necessary to ensure that the contents therein do not in whole or in part mislead GTA as to any material fact.

[Prospective Contractor's COMPANY NAME]

By: _____

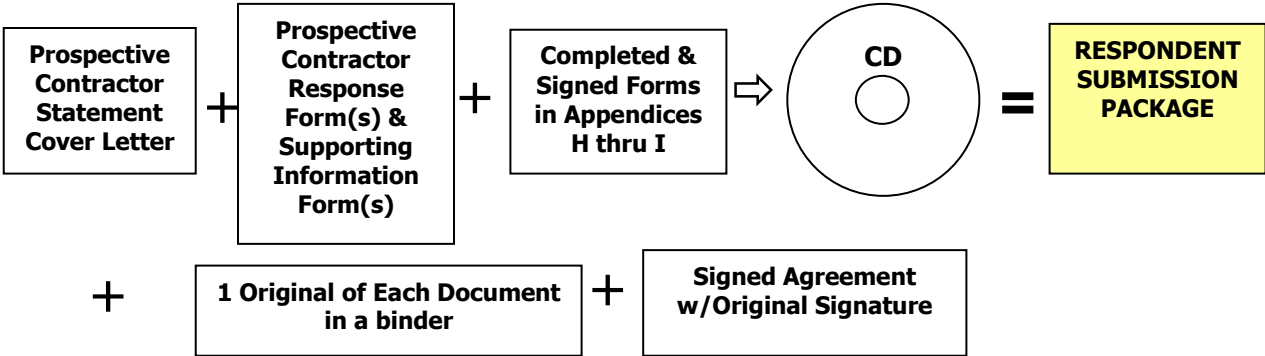
Printed Name: _____

Title: _____

**Appendix D
Prospective Contractor Response and Submittal Instructions**

Content and Format for Prospective Contractor Response:

- **Respondents MUST submit a Prospective Contractor Response comprised of the following: (1) A cover letter in Appendix C and (2) the Response Form(s) in Appendix E.**
- The Prospective Contractor Statement Cover Letter must to on the Respondent's letterhead and be signed. This will be the first page of your Prospective Contractor Response.
- For each question in Appendix B, complete the Contractor Response Form(s) and the Supporting Information Form(s) indicating the question number for each of the projects submitted for verification and providing all of the other required information. For question #1 through question #5 include up to five (5) projects as necessary to indicate required experience.
- For the paper submission, all responses must be placed in a binder, page numbered, and each page should contain the Respondent's name. Each section of the Prospective Contractor Response Form(s) and Supporting Information Form(s) must be clearly identified by title. For the CD submission, each section of the Prospective Contractor Response must be clearly identified by title.
- All response packages should be marked **"Response to GTA Outsourcing Financial Re-Assessment Project, RFQC No. 98000-000000764"** and include all requested information.
- Respondents shall submit one (1) original with all required signatures in a binder with sections appropriately labeled and one electronic CD copy of their response. (The signed Agreement should not be submitted electronically). All responses should be submitted to the Contracting Officer on or before the closing date and time.
- Submit all Prospective Contractor Responses to:
Georgia Technology Authority
ATTN: Contracting Officer – Nanci Glazer Gay
47 Trinity Avenue, Suite 300
Atlanta, GA 30334



Appendix E
Prospective Contractor Response Form

Question	Data Center/Infrastructure Services	Telecommunications Services
1. How many engagements does the Respondent have as a prime contractor, conducting baseline/benchmarking information gathering/analysis for State enterprise IT Infrastructure Outsourcing projects that include both data center services and telecommunications services?		
2. How many Engagements does the Respondent have acting as a prime contractor conducting financial advisory and assessment services for State government enterprise IT Infrastructure Outsourcing projects that include both data center resources and services and telecommunications resources and services?		
3. How many engagements has the Respondent performed as a prime contractor where Respondent provided financial methodology /structure for State government enterprise IT Infrastructure Outsourcing projects that include both data center services and telecommunications services?		
4. How many engagements has Respondent performed as a prime contractor developing governance models for State enterprise IT Infrastructure Outsourcing organizations?		
5. How many engagements has Respondent performed as a prime contractor reviewing billing and providing a structure for resource accountability for State enterprise IT Infrastructure Outsourcing organizations that include both data center services and telecommunications services?		

Use this form to provide supporting details of the projects referenced in the questions above.

Supporting Information Form	
QUESTION # _____	
PROJECT # _____	
Please indicate the type of project by checking the appropriate box:	
<input type="checkbox"/> Data Center/Infrastructure	<input type="checkbox"/> Telecommunications
<input type="checkbox"/> Both	
Required Information	
Name and address of the client	
Contact of the client: <ul style="list-style-type: none"> ▪ Telephone number ▪ E-mail (if available) 	
Size of the project: <ul style="list-style-type: none"> ▪ Dollars per year ▪ Term of contract 	
Narrative Description (explain below) including: <ul style="list-style-type: none"> ▪ Project dates ▪ Major project activities or milestones ▪ Project deliverables ▪ Staffing Model and number of staff required to conduct project activities ▪ Experience of staff working on the project ▪ Similarity to GTA's IT Outsourcing 	
Details of the Project:	

Appendix F – Terms and Definitions

“Affiliate” means an entity in which the Parent of the Respondent owns more than fifty percent of the voting stock, or an entity in which a group of principal owners which own more than fifty percent of the Respondent also own more than fifty percent of the voting stock.

“Baseline/benchmarking information gathering/analysis” means the actions taken by a state to determine their IT profile and to analyze next steps.

“Billing” and “Resource Accountability” mean the actions taken by a state to bill and allocate costs among the customers using the services.

“Contract” means any agreement between two unrelated legal entities under which Respondent, acting as a Prime Contractor, provided data center relocation services of the type and nature described in the relevant Question.

“Data Center Services” means all services that are industry accepted data center infrastructure services including operating systems and environment provisioning and hosting of multi-platforms (i.e., IBM, UNIX, Unisys, Linux, and Windows), data management and storage, tape and backup services, integration services, etc.

“Department of Administrative Services” or “DOAS” means the specific State of Georgia’s government agency, DOAS.

“Experience” means work product produced under the employ of an established and registered company.

“Financial advisory and assessment services” mean the actions taken by a State to have a third party provide advice, review, and evaluation of their financial outsourcing profile.

“Financial methodology/structure” means the actions taken by a state to have a third party recommend a methodology or structure to deal with the redeployment of funds for users of services provided by the outsourcing effort.

“Georgia Infrastructure Transformation” or “GAIT” means the GTA’s formal transition strategy and plan used to bring Georgia state government to an outsourced IT environment.

“GETS” or “Georgia Enterprise Technology Services” means the information found at <http://gta.georgia.gov/technology-transformation-overview>.

“Governance models” means the actions taken by a state to develop a governing organization to service the outsourcing effort.

“GTA” means the Georgia Technology Authority.

“IT Infrastructure Outsourcing” or “IT Infrastructure Services” in this context includes data center services and telecommunications services but does not include application sourcing or business

process sourcing.

"Open Records Act" means O.C.G.A. § 50-18-70 *et seq.*

"Parent" means the entity which owns more than fifty percent of the voting stock of Respondent. In the case of an acquisition, "Parent" means the legal entity that acquired the Respondent.

"Prime Contractor" means the single legal entity of a group of legal entities that are legally associated for the purpose of delivering Services under a contract that executes the contract with GTA and that is the single point of contact with GTA with respect to the Services being delivered.

"Principal Owner" means the entity which holds a ten percent or greater ownership interest in another entity.

"Respondent" means the prospective supplier or contractor seeking Prequalification under this RFQC.

"State" means the State of Georgia.

"Statement of Need" ("SON") shall mean the informal competitive bid process available solely to the prequalified suppliers that have an executed contract that is attached as an Appendix to this Request for Qualified Suppliers ("RFQC"). The informal bid process ("SON") is therefore exempt from formal protest pursuant to Section 1.2, Procurement Protest Procedures. In the event of a protest, the resolution of such protest will be resolved by the Procurement Director. The findings will be final.

"Statement of Work" or "SOW" means the formal response to the SON informal, competitive solicitation that may be issued for subsequent GTA projects to this RFQC.

"Team Georgia Marketplace" or "TGM" means the web-based, state of Georgia marketplace registration system.

"Telecommunications Services" means all services that are industry accepted telecommunications infrastructure services including network communications services, voice services, video services and wireless services.