



STATE OF TENNESSEE  
DEPARTMENT OF CORRECTION

**REQUEST FOR PROPOSALS # 32901-31362  
AMENDMENT # 1  
FOR GOODS OR EVIDENCE-BASED TRAINING FOR  
WOMEN'S SERVICES**

DATE: January 24, 2025

RFP # 32901-31362 IS AMENDED AS FOLLOWS:

1. This RFP Schedule of Events updates and confirms scheduled RFP dates. Any event, time, or date containing revised or new text is highlighted.

EVENT	TIME (central time zone)	DATE
1. RFP Issued		DECEMBER 16, 2024
2. Disability Accommodation Request Deadline	2:00 p.m.	DECEMBER 18, 2024
3. Pre-response Conference	10:00 a.m.	DECEMBER 20, 2024
4. Notice of Intent to Respond Deadline	2:00 p.m.	DECEMBER 27, 2024
5. Written "Questions & Comments" Deadline	2:00 p.m.	JANUARY 10, 2025
6. State Response to Written "Questions & Comments"		JANUARY 24, 2025
7. Response Deadline	2:00 p.m.	FEBRUARY 7, 2025
8. State Completion of Technical Response Evaluations		FEBRUARY 21, 2025
9. State Opening & Scoring of Cost Proposals	2:00 p.m.	FEBRUARY 24, 2025
10. State Notice of Intent to Award Released and RFP Files Opened for Public Inspection	2:00 p.m.	FEBRUARY 27, 2025
11. End of Protest Period		MARCH 6, 2025
12. State sends contract to Contractor for signature		MARCH 7, 2025
13. Contractor Signature Deadline	2:00 p.m.	MARCH 7, 2025

2. State responses to questions and comments in the table below amend and clarify this RFP.

Any restatement of RFP text in the Question/Comment column shall NOT be construed as a change in the actual wording of the RFP document.

RFP SECTION	PAGE #	QUESTION / COMMENT	STATE RESPONSE
		1. How many in-person IVs and assessments are you anticipating?	10-12 varied staff from each of the women's facilities (30-36), 6-8 from community supervision offices, and 6-8 from clinical services. Total 42-52
		2. Is it possible to submit our proposal response electronical via email?	No. Proposals must be submitted as detailed in RFP Section 3.2.

RFP SECTION	PAGE #	QUESTION / COMMENT	STATE RESPONSE
		3. Who do you anticipate will participate in these trainings? Leaders, executives, supervisors, etc.? Or will we be making those recommendations?	Mainly line staff but up to executive staff as well. Recommendations are welcomed after assessments are completed.
		4. Do you want a Train-the-Trainer learning sessions?	Yes, after the training is created, the ideal facilitators will be attending the training during the year-long training to get acclimated to the training.
		5. Do you have learning management platform to store content after in-person sessions?	Yes, but it will only be used for tracking participants, not for self-paced training for this program.
		6. How long do you anticipate the monthly training sessions be?	That will depend on the assessments but will last no longer than 3 days.
		7. Do you anticipate that there will be multiple sessions needed to get all staff trained? Will sessions be mixed gendered?	The contract is for 12 months, so after the curriculum is created and the every other month training occurs, the vendor will have provided training to approximately 125 staff. Those staff will consist of mixed genders and levels of staff.
		8. Does the organization have capacity to provide training materials to participants for in person sessions?	Yes, depending on the size of the handbook, etc.
		9. Will all training be conducted at the Training Academy?	Yes. The initial interviews will take place at the prisons. Community Supervision and Clinical Services may be done virtually if no central location can be determined.

3. **RFP Amendment Effective Date.** The revisions set forth herein shall be effective upon release. All other terms and conditions of this RFP not expressly amended herein shall remain in full force and effect.