

Douglas A. Ducey
Governor



Kevin Donnellan
Acting Director

ARIZONA DEPARTMENT OF ADMINISTRATION

OFFICE OF THE DIRECTOR

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PHOENIX, ARIZONA 85007
(602) 542-1500

REQUEST FOR INFORMATION

TITLE: Continuous Improvement / Lean Consulting Services, Statewide

BY: ADOA/SPO

ATTENTION: Interested Parties

INQUIRIES:

Brian D. Ball, JD
Procurement Services Supervisor
brian.ball@azdoa.gov
(602) 542-2090

SUBMIT RESPONSE VIA EMAIL, TO:

brian.ball@azdoa.gov
ADOA/SPO
100 N. 15th Ave, Suite 201
Phoenix, AZ 85007

ISSUED: June 12, 2015

RESPONSES DUE: June 16, 2015, 5:00 PM MST

GENERAL INFORMATION

In accordance with ARS § 41-2555, the Arizona Department of Administration (ADOA), State Procurement Office (SPO), hereby gives notice via this Request for Information (RFI), of our desire to receive feedback, suggestions and comments regarding the item set forth in this document. In accordance with A.A.C. R2-7-G301, responses to an RFI are not offers and cannot be accepted to form a binding contract. Responders are solely responsible for expenses associated with responding to the RFI. There is no obligation on the part of the State to continue this process beyond this request.

INSTRUCTIONS

Information contained in a response to a request for information shall be considered confidential until the procurement process is concluded or two years, whichever occurs first. Any submitted materials considered by the respondent to be proprietary or confidential shall be clearly marked as such. In response to such requests, the State will make reasonable efforts to maintain the confidentiality of these materials to the extent permissible by law. However, should the State be required to release these materials, the State will provide the respondent reasonable notice in advance of doing so in order to allow the respondent time to take any action to prevent these materials from being released.

Responses shall be in a common electronic format such as Microsoft Word Excel, PDF, RTF, etc. The State may contact Respondents to clarify any portions of their submission. All interested parties are invited to review the following RFI and respond. Any questions in this regard shall be directed to the Procurement Officer indicated above. Responses to this RFI are due by 5:00 PM MST, June 16, 2015 but the State is requesting that that response are sent by the end of business on June 15th if possible. All responses shall be submitted, by email to the address stated above.

GENERAL SCOPE OF REQUEST

The purpose of this RFI is to solicit feedback and recommendations for the State's desire to implement a statewide continuous improvement culture focused on education, process improvement projects, and capital impact with a certain level of consistency and standardization for the deployment of the program by multiple contractors to the various State Agencies. Services provided under awarded contracts will be available for all Arizona State departments, agencies, commissions and boards. In addition, eligible universities, political subdivisions and nonprofit educational or public health institutions may participate at their discretion.

This RFI is issued as a means of technical discovery and information gathering for planning purposes only. This RFI should not be construed as a solicitation nor should it be construed as an obligation on the part of the State to make any purchases. This RFI should not be construed as a means to pre-qualify vendors. All vendors must be registered in ProcureAZ to respond to any solicitation that may be issued. The State may utilize the results of this RFI in drafting a competitive solicitation (RFP) for the subject services/products/equipment. Any future contract(s) that may be awarded must be the result of a competitive solicitation and shall comply with the Arizona Procurement Code.

INFORMATION REQUESTED

In order to provide direction for the State to proceed with any possible procurement for these services please provide your organization's response to the following question:

As an industry standard, are firms in this area of expertise willing to partner with other successful awardees along with officials from the State in order to create a reasonable level of standardization for the lean management deployment among all State Agencies and if so at what level. This will make the enterprise wide effort to deploy lean far easier to manage. We understand that each firm has intellectual property, and our intention for the initial collaboration among contractors is to standardize common terminology and the overall flow of an agency transformation such that we can better manage the overall effort.