



Request for Quotation # RFQ 10211875

Debt Manager Analytics System

Instructions to Supplier:

Please review this Request for Quotation (RFQ) and submit a quotation to the Department of Water Resources' (DWR) Contact listed below. To be deemed responsive, the quotation must be received by the RFQ Due Date, and vendor must comply with the Administrative Requirements included in this RFQ. Facsimile machine (fax) quotations and email quotations **will not be accepted**. Please note it is the Supplier's responsibility to ensure responses are received by the RFQ's Due Date and Time.

Submit Response by Mail:

By Mail * DWR Division of Business Services, Attn: Nicole Anderson , P.O. Box 942836, 715 P Street, 7th Floor, Mailbox 19, Sacramento, CA 94236-0001

By Hand ** Please email Nicole Anderson at Nicole.anderson@water.ca.gov to set a time for hand delivery. Address for hand delivery will be: 715 P Street, Sacramento, CA 95814

Please Note: It is the Supplier's responsibility to ensure responses are received by this RFQ's Due Date and Time.

* **U.S. Mail Delivery** with or without a USPS tracking number, will be date stamped by DWR's mailroom. DWR's Mailroom is opened to receive mail deliveries, Monday thru Friday, 8:00 a.m. to 4:00 p.m. excluding state holidays.

** **Courier or Overnight Delivery Services** must be made to the direct delivery physical address and arrive prior to the due date and time

DWR Contact Information

| | |
|-------------------|--|
| DWR Contact Name | Nicole Anderson |
| DWR Contact Email | Nicole.anderson@water.ca.gov |
| DWR Contact Phone | (916) 902-7559 |

RFQ Key Action Dates

| | |
|-----------------------|----------------------------------|
| Release of RFQ | September 23, 2025 |
| RFQ Question Due Date | September 30, 2025 by 2:00 PM PT |
| Response to RFQ Date | October 2, 2025 |
| RFQ Due Date | October 8, 2025 by 2:00 PM PT |

Items Requested for Quotation: Please provide a quotation on your company's official business letterhead with all items on the quotation listed in the same order as below.

Bidder must submit their Quotation in a separate sealed envelope labeled "RFQ 10211875 – Quotation"

| Item | Quantity | Part or Item Description |
|------|----------|--|
| | | All required minimum specifications for this RFQ are listed in Attachment 6, Mandatory Requirements. |



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| Item | Quantity | Part or Item Description |
|------|----------|---|
| | | Reference brand: Debtbook – Debt Management Software |
| 1. | 1 | Year 1 - Saas Subscription including implementation/configuration (unlimited users) |
| 2. | 1 | Year 2 - Saas Subscription (unlimited users) |
| 3. | 1 | Year 3 - Saas Subscription (unlimited users) |
| 4. | 1 | Year 1 – New Money Sizing Saas (if applicable) (reference brand: Debtbook – Sizing Feature) |
| 5. | 1 | Year 2 – New Money Sizing Saas (if applicable) (reference brand: Debtbook – Sizing Feature) |
| 6. | 1 | Year 3 – New Money Sizing Saas (if applicable) (reference brand: Debtbook – Sizing Feature) |

- ☒ Please see Attachment 5, Exhibit A, Statement of Work
- ☒ Please see Attachment 6, System Specifications



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GENERAL INFORMATION

1. DWR reserves the right to determine the successful quotation(s) either on the basis of individual items or on the basis of all items included in its RFQ, unless otherwise expressly provided in DWR's RFQ. Unless the Supplier specifies otherwise in its quotation, DWR may accept any item or groups of items of any quotation. DWR reserves the right to modify or cancel, in whole or in part, its RFQ at any time.
2. Award of the Purchase Order (PO) will be made to the Supplier that meets all of the Administrative Requirements and received the highest points on the Technical Requirements stated below and provides the lowest net cost quotation after SB Preferences and/or DVBE or other applicable incentives are applied.
3. If noted above in the RFQ Key Action Dates, Questions for this RFQ must be emailed to the DWR Contact shown above. No telephone responses are allowed. DWR may seek clarification for any question received.
4. Bidder Instructions (GSPD-451), revised and effective 11/09/11, will be incorporated in the PO by reference: <https://www.dgs.ca.gov/-/media/Divisions/PD/PTCS/GSPD/Bidders-Instructions.ashx>.

5. State Provisions for this RFQ

Department of General Services Procurement Division, Information Technology - General Provisions Cloud - Computing Services, DGS PD 402-ITGP (Cloud), Revised and Effective 2/20/2025, are incorporated herein by reference:

<https://www.dgs.ca.gov/PD/Resources/Page-Content/Procurement-Division-Resources-List-Folder/Required-Language-for-Solicitations-and-Contracts>

No other terms, conditions, policies, or general provisions from the Supplier are applicable or operative. A quotation that includes a Supplier's policy, terms, and/or conditions may be rejected

6. Generative Artificial Intelligence (Gen Ai) Disclosure

The State of California seeks to realize the potential benefits of GenAI, through the development and deployment of GenAI, while balancing the risks of these technologies.

Bidder/Offeror must notify the State in writing if it: (1) intends to provide GenAI as a deliverable to the State; or (2), intends to utilize GenAI, including GenAI from third parties, to complete all or a portion of any deliverable that materially impacts: (i) functionality of a State system, (ii) risk to the State, or (iii) Contract performance. For avoidance of doubt, the term "materially impacts" shall have the meaning set forth in State Administrative Manual (SAM) 4986.2.

Failure to report GenAI to the State may result in disqualification. The State reserves its right to seek any and all relief it may be entitled to as a result of such non-disclosure.

Upon notification by a Bidder/Offeror of GenAI as required, the state reserves the right to incorporate GenAI Special Provisions into the final contract or reject bids/offers that present an unacceptable level of risk to the state.



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Government Code 11549.64 defines “Generative Artificial Intelligence (GenAI)” as an artificial intelligence system that can generate derived synthetic content, including text, images, video, and audio that emulates the structure and characteristics of the system’s training data.

7. For all suppliers using subcontractors when responding to this RFQ, a Bidder Declaration (GSPD-05-105) must be completed and included with the RFQ response. Suppliers must identify all subcontractors proposed for participation in the contract. Suppliers awarded a PO as a result of a RFQ are contractually obligated to use the subcontractors for the corresponding work identified unless DWR agrees to a substitution and it is incorporated by amendment to the PO. The GSPD-05-105 form link is included in the Administrative Requirements section.
8. California-certified small business suppliers will be given a five percent (5%) preference for bid evaluation purposes only.

In addition, a five percent (5%) bid preference is available to a non-small business claiming 25 percent (25%) California-certified small business subcontractor participation. Suppliers claiming this preference must be certified by California as a small business or must commit to subcontract at least 25 percent (25%) of the net bid price with one or more California-certified small businesses.

Small Business Nonprofit Veteran Services Agencies (SB/NVSA) prime Suppliers meeting requirements specified in the [Military and Veterans Code § 999.50, et seq.](#) and obtaining a California certification as a small business are eligible for the five percent (5%) small business preference.

9. California-certified Disabled Veteran Business Enterprise (DVBE) suppliers and/or suppliers who provide DVBE participation will be given an incentive, in accordance with [Military and Veterans Code § 999.5\(a\)](#). For evaluation purposes only, DWR shall apply an incentive to the quotations that propose California certified DVBE participation as identified on the GSPD-05-105 and confirmed by DWR. The incentive amount for the lowest net cost quotation will vary in conjunction with the

percentage of DVBE participation. The following percentages will apply for awards based on high points:

The example below is provided to show how to determine whether the designated DVBE incentive points fall within the acceptable percentage range. The following provides an example of how points MAY be assigned for an RFQ. It does not represent, nor should be considered, the only approach that a customer may use for an award based on high points.

An RFQ has assigned 300 points as the maximum amount for administrative requirements and technical requirements (excluding incentives). The cost points assigned total 300. The point designation reflects a review methodology weight for cost of 50% where administrative and technical requirements (excluding any preferences and incentives) = 50% and cost = 50%.

The number of points established for the DVBE incentive correlated to participation is depicted using the scale below:



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| DVBE Incentive Points | |
|------------------------------|--------------------------------------|
| Confirmed DVBE Participation | DVBE Incentive Points to be Applied: |
| 5% or Over | 30 |
| 4% to 4.99% inclusive | 24 |
| 3% to 3.99% inclusive | 18 |
| 2% to 2.99% inclusive | 12 |
| 1% to 1.99% inclusive | 6 |

Total possible points, excluding points for socioeconomic incentives or preferences, in this sample RFQ equal 600 with 5% representing 30 points, 1% representing 6 points. The acceptable point range of the DVBE incentive must fall within the 1% to 5% range (6-30 points). The DVBE incentive points in this sample meet this criteria. Suppliers responding to this RFQ who have been certified by California as a Disabled Veteran Business Enterprise (DVBE) (or who are offering rental equipment and have obtained the participation of subcontractors certified by California as a DVBE) must also submit a completed form(s) Disabled Veteran Business Enterprise Declaration (STD. 843). The STD. 843 link is in Administrative Requirements section.

All disabled veteran owners and disabled veteran managers of the DVBE(s) must sign the form(s). The completed STD. 843 should be included with the response to a RFQ. At DWR's option prior to award, contractors responding to a RFQ may be required to submit additional written clarifying information. Failure to submit the requested written information as specified may be grounds for quotation rejection.

10. Commercially Useful Function (CUF) (Government Code 14837)

A certified small business contractor, subcontractor or supplier" means any person or entity that satisfies the ownership (or management) and control requirements under Government Code section 14837(d) (4). Selected firms must perform a "commercially useful function" relevant to this contract.

The term "small business contractor, subcontract or supplier" means any person or entity that satisfies the ownership (or management) and control requirements in accordance with government Code Section 14847 (d) (4) and provides services or goods that contribute to the fulfillment of the contract requirements by performing a "commercially useful function" if that person or entity does all of the following:

- Is responsible for the execution of a distinct element of work of the contract,
- Carries out contractual obligations by actually performing, managing, or supervising the work involved,
- Performs work that is normal for its business services and functions,
- Is not further subcontracting a portion of the work that is greater than that expected to be subcontracted by normal industry practices.
- Is responsible, with respect to products, inventories, materials, and supplies required for the the contract for negotiating price, determining quality and quantity, ordering, installing, if applicable, and making payment; and



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- f. Its role is not an extra participant in the transaction, contract or project through which funds are passed in order to obtain the appearance of DVBE participation

11. CUF Requirements

The Department will determine, to the best of its ability, that your firm meets the criteria above for "commercially useful function". In responding to this RFQ, you are confirming that, under Government Code 14837 Section 1, (d) (4) above, your business provides goods and/or services meet the definition of "commercially useful function". All contractors are required to provide CUF documentation using the State's Bidder Declaration Form GSPD-05-105, included in this RFQ. When completing the declaration, contractors must identify all subcontractors proposed for participation should an award be made. Any contractors awarded a contract is contractually obligated to use the subcontractor for the corresponding work defined unless the State agrees to a substitution.

12. The TACPA preference will be granted for this procurement. Bidders wishing to take advantage of this preference will need to review the following website and submit the appropriate response with the bid: <https://www.dgs.ca.gov/PD/Services/Page-Content/Procurement-Division-Services-List-Folder/Request-a-Target-Area-Contract-Preference>.



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13. Award of Contract

Award of contract, if made, will be in accordance with the RFQ information on Evaluation to a responsible bidder whose bid complies with all the requirements of the RFQ documents and an addenda thereto, except for such immaterial defects as may be waived by the State. Award, if made, will be made within forty-five (45) days after the scheduled date for Contract Award as specified in the RFQ; however, a bidder may extend the offer beyond 45 days in the event of a delay of contract award.

The State reserves the right to determine the successful bidder(s) either on the basis of individual items or on the basis of all items included in its RFQ, unless otherwise expressly provided in the State's RFQ. Unless the bidder specifies otherwise in its bid, the State may accept any item or group of items of any bid. The State reserves the right to modify or cancel in whole or in part its RFQ.

Written notification of the State's intent to award will be made to all bidders. If a bidder, having submitted a bid, can show that its bid, instead of the bid selected by the State, should be selected for contract award, the bidder will be allowed five (5) working days to submit a Notice of Intent to Protest, according to the instructions contained in the paragraph titled "Protests" of this RFQ.

14. Protests

Any bidder's issues regarding solicitation requirements must be resolved (or attempts to resolve them must have been made) before a protest may be submitted according to the procedure below. These issues will first be resolved by the contact for the solicitation or if they result in a protest, the protest will be submitted to DGS Procurement Division Deputy Director to hear and resolve issues and whose decision will be final.

If a bidder has submitted a bid which it believes to be responsive to the requirements of the RFQ and to be the bid that should have been selected according to the evaluation procedures in the solicitation and the bidder believes the State has incorrectly selected another bidder for award, the bidder may submit a protest of the selection as described below. Protests regarding selection of the "successful bidder" will be heard and resolved by the Victim Compensation and Government Claims Board whose decision will be final.

All protests of award must be made in writing, signed by an individual authorized to bind the bidder contractually and financially, and contain a statement of the reason(s) for protest; citing the law, rule, regulation or procedure on which the protest is based. The protester must provide facts and evidence to support the claim. Protests must be mailed or delivered to:

Street and Mailing Address:

Department of General Services
Deputy Director
Procurement Division
707 Third Street, Second Floor South
West Sacramento, CA 95605
Facsimile No.: (916) 375-4611

AND



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Department of Water Resources
IT Contracting and Purchasing Services
715 P Street, 7th Floor, Mailbox 19
Sacramento, CA 95814
Facsimile No.: (916) 902-8087

All protests to the RFQ or protests concerning the evaluation, recommendation, or other aspects of the selection process must be received by DGS Procurement Division Deputy

Director as promptly as possible, but not later than the date indicated in the Notification of Intent to Award. Certified or registered mail must be used unless delivered in person, in which case the protester should obtain a receipt of delivery.

15. It is unlawful for any person engaged in business within California to sell or use any article or product as a "loss leader" as defined in section [17030 of the Business and Professions Code](#).
16. Pursuant to Public Contract Code section 2010, all bidders or proposers executing or renewing a contract over \$100,000 on or after January 1, 2017, must certify compliance with the California Civil Rights Laws and Employer Discriminatory Policies.
17. Software license and maintenance fees are considered subscriptions. Any PO awarded for software support and maintenance for 12 months or longer will be paid for the first year only and must be invoiced on an annual basis for the remaining subscription period.



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ADMINISTRATIVE REQUIREMENTS

This RFQ and Supplier's response will be made a part of the DWR's procurement file. Any changes to this RFQ, including the Statement of Work (if applicable), shall be cause for rejection. All administrative requirements are Pass/Fail.

Required Documents

1. Must complete and return DWR RFQ Cover Sheet (**Attachment 1**)
2. Quotation must be submitted on supplier's official business letterhead and contain the following:
 - Reference to the RFQ Number
 - Manufacture or Vendor Part Number
 - Description of Item
 - Unit Price
 - Extended Price
 - Software License/Maintenance Term Dates (if applicable)
 - UNSPSC Number (if available)
3. Bidder Declaration, GSPD-05-105 (**Attachment 2**)
<http://www.documents.dgs.ca.gov/dgs/fmc/gspd/gspd05-105.pdf>
4. California Civil Rights Laws Attachment, DGS OLS 04 (**Attachment 3**)
<https://www.dgs.ca.gov/-/media/divisions/ols/forms/california-civil-rights-laws-attachment.pdf>
5. GenAI Disclosure, DWR 9834 (**Attachment 4**)
6. Mandatory Requirements (**Attachment 6**)

If Applicable Documents

7. DVBE Declarations, DGS PD 843 (Required for all DVBE prime and subcontractors)
https://www.documents.dgs.ca.gov/dgs/fmc/gspd/pd_843.pdf
8. Target Area Contract Preference Act (TACPA) (Required when claiming TACPA preference)
 - TACPA Preference Request - STD 830 (PDF)
<http://www.documents.dgs.ca.gov/dgs/fmc/pdf/std830.pdf>
 - Manufacturer's Summary of Contract Activities and Labor Hours (PDF)
<https://www.dgs.ca.gov/-/media/divisions/pd/ptcs/dispute-resolutions/manufacturers-summary-19.pdf?la=en&hash=6727b90273aa4103b0296f8a43dbb48fc98acbc7>
 - Bidder's Summary of Contract Activities and Labor Hours
<https://www.dgs.ca.gov/-/media/divisions/pd/ptcs/dispute-resolutions/bidders-summary-19.pdf?la=en&hash=fdbbe76c79d4e112e2070151f50a315691e2fcc1>
9. Payee Data Record, STD. 204 (Required if doing business with DWR the first time)
<http://www.documents.dgs.ca.gov/dgs/fmc/pdf/std204.pdf>
10. Drug Free Workplace Certification, STD. 021 (Required if doing business with DWR the first time)
<https://www.documents.dgs.ca.gov/dgs/fmc/pdf/std021.pdf>



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TECHNICAL REQUIREMENTS

Bidder must submit their Quotation in a separate sealed envelope labeled “**RFQ 10211875 – Quotation**” based on DWR’s Statement of Work (Exhibit A).

Cost Scoring: Each firm’s Cost score will be based on the ratio of its total cost to the total cost associated with the lowest responsive proposal (Firm B in the example) multiplied by the possible cost points (30 points in the example). The Cost Proposal score will be rounded to the nearest whole integer. An example of this calculation is shown below:

| Firm | Total Cost Proposal | Calculation | Possible Cost Points | Cost Proposal Score |
|------|---------------------|---|----------------------|---------------------|
| A | \$175,000 | $\frac{\$100,000 \text{ (Firm B)} \times 30}{\$175,000 \text{ (Firm A)}}$ | 30 | 17 |
| B | \$100,000 | $\frac{\$100,000 \text{ (Firm B)} \times 30}{\$100,000 \text{ (Firm B)}}$ | 30 | 30 |
| C | \$150,000 | $\frac{\$100,000 \text{ (Firm B)} \times 30}{\$150,000 \text{ (Firm C)}}$ | 30 | 20 |

Applying Small Business Preference / DVBE Incentive Preference Calculations

For the purpose of evaluation, the small business preference is applied first followed by the DVBE Incentive calculation. The DVBE incentive cannot displace award to a #1 ranked small business.

1. Proposing firms that are SB certified by DGS/OSDS may receive a five percent (5.0%) preference calculation. The SB Preference will be calculated by factoring five percent (5.0%) of the highest scored points and adding those points to that of the certified SB.
2. Proposing firms that are DVBE certified may result in the increase of a firm’s total points, placing them in line for award. Application of the DVBE Incentive is based on the number of total possible points specified.

The following example is based on 100 total possible points:

| Confirmed DVBE Participation | Possible Points Calculation |
|------------------------------|-----------------------------|
| 5.0% and Over | 5.0% X 100 = 5 Points |
| 4.0% - 4.99% inclusive | 4.0% x 100 = 4 Points |
| 3.0% - 3.99% inclusive | 3.0% x 100 = 3 Points |
| 2.0% - 2.99% inclusive | 2.0% x 100 = 2 Points |
| 1.0% - 1.99% inclusive | 1.0% x 100 = 1 Point |



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Attachment 1

3. Once all proposals are evaluated for the factors indicated under the Rating/Scoring Criteria above, the DVBE Incentive will be calculated and those points will be factored into the total points of those firms with lower scores that have identified DVBE participation levels as outlined in the above table. The points applied may result in a firm achieving high points placing them in line for the solicitation award.

Final Scoring and Award

Final selection will be made to the lowest monetary responsible bidder achieving a "pass" on the technical evaluation, after the application of preferences. Notice of selection will be posted on Cal eProcure.

**Request for Quotation # RFQ 10211875****Debt Manager Analytics System****Attachment 1****DWR RFQ Cover Sheet**

The submission of this quotation does not obligate DWR to fund the proposed PO. If the quotation is approved for funding, a PO will be executed between DWR and the Supplier. When funding is authorized, the Supplier will be expected to adhere to the terms of the executed PO.

The undersigned Supplier hereby proposes to furnish all labor, materials, tools, and equipment to provide goods and/or services in accordance with the specifications and provisions received with the RFQ.

1. Supplier's Quote Submission Date: _____

2. Supplier's Quote Reference Number: _____

3. Supplier's Company Name: _____

4. Supplier's Mailing Address: _____

Street

City

State

Zip Code

5. Supplier's Contact Person: _____

6. Telephone: _____

7. Email: _____

8. Federal Taxpayer Identification Number: _____

9. California Seller's Permit Number: _____

10. Supplier's SB/DVBE Certification Number, If applicable: _____

Check one or both boxes when applicable:

☐

Small Business

☐

DVBE

11. All documents have been provided per the Administrative Requirement page of this RFQ:

☐

Yes

☐

No

12. Principal who is authorized to bind the Supplier:

Typed Name

Title

Original Signature

Date

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Attachment 2

State of California—Department of General Services, Procurement Division
GSPD-05-105 (REV 08/09)

Solicitation Number _____

BIDDER DECLARATION

1. Prime bidder information (Review attached Bidder Declaration Instructions prior to completion of this form):

- a. Identify current California certification(s) (MB, SB, NVSA, DVBE): _____ or None ☐ (If "None", go to Item #2)
- b. Will subcontractors be used for this contract? Yes ☐ No ☐ (If yes, indicate the distinct element of work your firm will perform in this contract e.g., list the proposed products produced by your firm, state if your firm owns the transportation vehicles that will deliver the products to the State, identify which solicited services your firm will perform, etc.). Use additional sheets, as necessary.

- c. If you are a California certified DVBE:
- (1) Are you a broker or agent? Yes ☐ No ☐
- (2) If the contract includes equipment rental, does your company own at least 51% of the equipment provided in this contract (quantity and value)? Yes ☐ No ☐ N/A ☐

2. If no subcontractors will be used, skip to certification below. Otherwise, list all subcontractors for this contract. (Attach additional pages if necessary):

| Subcontractor Name, Contact Person, Phone Number & Fax Number | Subcontractor Address & Email Address | CA Certification (MB, SB, NVSA, DVBE or None) | Work performed or goods provided for this contract | Corresponding % of bid price | Good Standing? | 51% Rental? |
|--|--|--|---|---------------------------------|--------------------------|--------------------------|
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |

CERTIFICATION: By signing the bid response, I certify under penalty of perjury that the information provided is true and correct.

Page _____ of _____

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Attachment 2

State of California—Department of General Services, Procurement Division
GSPD-05-105 (REV 08/09) Instructions

BIDDER DECLARATION Instructions

All prime bidders (the firm submitting the bid) must complete the Bidder Declaration.

1.a. Identify all current certifications issued by the State of California. If the prime bidder has no California certification(s), check the line labeled "None" and proceed to Item #2. If the prime bidder possesses one or more of the following certifications, enter the applicable certification(s) on the line:

- Microbusiness (MB)
- Small Business (SB)
- Nonprofit Veteran Service Agency (NVSA)
- Disabled Veteran Business Enterprise (DVBE)

1.b. Mark either "Yes" or "No" to identify whether subcontractors will be used for the contract. If the response is "No," proceed to Item #1.c. If "Yes," enter on the line the distinct element of work contained in the contract to be performed or the goods to be provided by the prime bidder. Do not include goods or services to be provided by subcontractors.

Bidders certified as MB, SB, NVSA, and/or DVBE must provide a commercially useful function as defined in Military and Veterans Code Section 999 for DVBEs and Government Code Section 14837(d)(4)(A) for small/microbusinesses.

Bids must propose that certified bidders provide a commercially useful function for the resulting contract or the bid will be deemed non-responsive and rejected by the State. For questions regarding the solicitation, contact the procurement official identified in the solicitation.

Note: A subcontractor is any person, firm, corporation, or organization contracting to perform part of the prime's contract.

1.c. This item is only to be completed by businesses certified by California as a DVBE.

(1) Declare whether the prime bidder is a broker or agent by marking either "Yes" or "No." The Military and Veterans Code Section 999.2 (b) defines "broker" or "agent" as a certified DVBE contractor or subcontractor that does not have title, possession, control, and risk of loss of materials, supplies, services, or equipment provided to an awarding department, unless one or more of the disabled veteran owners has at least 51-percent ownership of the quantity and value of the materials, supplies, services, and of each piece of equipment provided under the contract.

(2) If bidding rental equipment, mark either "Yes" or "No" to identify if the prime bidder owns at least 51% of the equipment provided (quantity and value). If **not** bidding rental equipment, mark "N/A" for "not applicable."

2. If no subcontractors are proposed, do not complete the table. Read the certification at the bottom of the form and complete "Page ____ of ____" on the form.

If subcontractors will be used, complete the table listing all subcontractors. If necessary, attach additional pages and complete the "Page ____ of ____" accordingly.

2. (continued) Column Labels

Subcontractor Name, Contact Person, Phone Number & Fax Number—List each element for all subcontractors.

Subcontractor Address & Email Address—Enter the address and if available, an Email address.

CA Certification (MB, SB, NVSA, DVBE or None)—If the subcontractor possesses a current State of California certification(s), verify on this website (www.eprocure.pd.dgs.ca.gov).

Work performed or goods provided for this contract—Identify the distinct element of work contained in the contract to be performed or the goods to be provided by each subcontractor. Certified subcontractors must provide a commercially useful function for the contract. (See paragraph 1.b above for code citations regarding the definition of commercially useful function.) If a certified subcontractor is further subcontracting a greater portion of the work or goods provided for the resulting contract than would be expected by normal industry practices, attach a separate sheet of paper explaining the situation.

Corresponding % of bid price—Enter the corresponding percentage of the total bid price for the goods and/or services to be provided by each subcontractor. Do not enter a dollar amount.

Good Standing?—Provide a response for each subcontractor listed. Enter either "Yes" or "No" to indicate that the prime bidder has verified that the subcontractor(s) is in good standing for all of the following:

- Possesses valid license(s) for any license(s) or permits required by the solicitation or by law
- If a corporation, the company is qualified to do business in California and designated by the State of California Secretary of State to be in good standing
- Possesses valid State of California certification(s) if claiming MB, SB, NVSA, and/or DVBE status

51% Rental?—This pertains to the applicability of rental equipment. Based on the following parameters, enter either "N/A" (not applicable), "Yes" or "No" for each subcontractor listed.

Enter "N/A" if the:

- Subcontractor is NOT a DVBE (regardless of whether or not rental equipment is provided by the subcontractor) or
- Subcontractor is NOT providing rental equipment (regardless of whether or not subcontractor is a DVBE)

Enter "Yes" if the subcontractor is a California certified DVBE providing rental equipment and the subcontractor owns at least 51% of the rental equipment (quantity and value) it will be providing for the contract.

Enter "No" if the subcontractor is a California certified DVBE providing rental equipment but the subcontractor does NOT own at least 51% of the rental equipment (quantity and value) it will be providing.

Read the certification at the bottom of the page and complete the "Page ____ of ____" accordingly.

**Request for Quotation # RFQ 10211875****Debt Manager Analytics System****Attachment 3**

STATE OF CALIFORNIA
CALIFORNIA CIVIL RIGHTS LAWS ATTACHMENT
DGS OLS 04 (Rev. 01/17)

DEPARTMENT OF GENERAL SERVICES
OFFICE OF LEGAL SERVICES

Pursuant to Public Contract Code section 2010, a person that submits a bid or proposal to, or otherwise proposes to enter into or renew a contract with, a state agency with respect to any contract in the amount of \$100,000 or above shall certify, under penalty of perjury, at the time the bid or proposal is submitted or the contract is renewed, all of the following:

1. **CALIFORNIA CIVIL RIGHTS LAWS:** For contracts executed or renewed after January 1, 2017, the contractor certifies compliance with the Unruh Civil Rights Act (Section 51 of the Civil Code) and the Fair Employment and Housing Act (Section 12960 of the Government Code); and
2. **EMPLOYER DISCRIMINATORY POLICIES:** For contracts executed or renewed after January 1, 2017, if a Contractor has an internal policy against a sovereign nation or peoples recognized by the United States government, the Contractor certifies that such policies are not used in violation of the Unruh Civil Rights Act (Section 51 of the Civil Code) or the Fair Employment and Housing Act (Section 12960 of the Government Code).

CERTIFICATION

I, the official named below, certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

| | |
|--|--------------------------|
| Proposer/Bidder Firm Name (Printed) | Federal ID Number |
| By (Authorized Signature) | |
| Printed Name and Title of Person Signing | |
| Executed in the County of | Executed in the State of |
| Date Executed | |

Attachment 4

| Bidder/Offer Information | | |
|---|-----------|--------------------------------|
| Solicitation/Contract number | | Bidder ID/Vendor ID (optional) |
| Business Name | | Business Telephone Number |
| Address | | City/State/Zip |
| Description of purchase or service | | |
| Does the purchase or service include GenAI? <input type="checkbox"/> Yes <input type="checkbox"/> No (if no, skip to the signature section of the form.) | | |
| GenAI Description | | |
| 1. What is the application and/or product name? | | |
| 2. What is the model and version of the product? | | |
| 3. What is the license tier of the GenAI product, if applicable (free, enterprise, platinum, etc.)? | | |
| 4. How is the GenAI solution delivered: IaaS, PaaS, SaaS, or will it be deployed on-premises? | | |
| Approval | | |
| By signing this document, I have identified and reported any GenAI use in the performance of this contract. | | |
| Name | Signature | Date |

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EXHIBIT A Statement of Work

A. GENERAL INFORMATION

- a. The Department of Water Resources (DWR), Division of Fiscal Services (DFS), is seeking a Contractor to provide an enterprise software solution for the management and enhanced analysis of DWR's \$3 billion debt portfolio.
- b. The term of this support agreement will be three years.
- c. Upon termination of utilizing the Debt Manager Analytics System Software as a Service, after all transaction has occurred as stated in the Cloud Special Provisions, all data will be permanently destroyed as according to California State Administrative Manual 5300.

B. PURPOSE AND BACKGROUND

- a. The goal of this procurement is to enhance Fiscal's tools for debt reporting requirements, analysis around current debt positions, and increased information gathering capabilities around debt issuance decisions. The new software shall provide analytics, optimized market intelligence, and scenario analysis to manage the debt portfolio efficiently and effectively.

C. CONTRACT MANAGERS

The contract representative during the term of this agreement will be:

| Department of Water Resources | Contactor |
|-------------------------------|-----------|
| Name: TBD | Name: |
| Phone: | Phone: |
| Email: | Email: |

Contract representatives may be changed by written notice to the other party.

D. REQUIREMENTS

The Contractor shall provide a Debt Management Tool (DMT) to warehouse/store current and historical debt data including commercial paper (CP) issuances, generate debt service or debt and CP related reports, provide market intelligence, allow innovative scenario analysis, and provide workflow tools to automate journal entries, accounting calculations, and end-of-year financial statement note disclosures. The DMT shall at a minimum meet the following requirements:

- i. Be a cloud-based debt management software with unlimited licenses for both internal and external professionals.
- ii. Must support Single Sign On using Microsoft Azure based Security Assertion Markup Language (SAML) provider.
- iii. A central database to store all bond-related documentation.
- iv. Must be a Commercial Off-The-Shelf (COTS) Software

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- v. Provide a thorough document repository for all current and historic bond obligations searchable in the application (documents can include PDF, excel, or word documents).
- vi. Ability for outside professions, such as Bond Counsel and Municipal Advisers, to upload documents and associate them with specific issues on DFS' behalf.
- vii. Provide customizable alerts at the user level, that includes email notifications for specific requirements regarding continuing disclosure dates, call dates, and any additional dates DFS would like to track.
- viii. Capable of tracking all outstanding debt by the Committee on Uniform Security Identity Procedures (CUSIP).
- ix. Capable of tracking all CP issuances by series, issuance number, and project.
- x. Capable of automated report detailing outstanding and discharged debt on a maturity-by-maturity basis, including CUSIP numbers, call provisions, and pricing information.
- xi. Capable of automated report detailing outstanding CP by series, issuance number, and project.
- xii. Capable of tracking bond refunding by partial CUSIP.
- xiii. Produce debt service schedules for the portfolio for defined periods of time – one year or multiple years by year (calendar or fiscal).
- xiv. Comprehensive payment workflow tool to verify invoices, track variance, and record actual payment activity in real time.
- xv. Automated allocations and tracking for debt payments across multiple dimensions, including type, fund, purpose, and project.
- xvi. Provide a report of all debt payments broken down by type, fund and the corresponding General Ledger (GL) codes.
- xvii. Have the ability to facilitate and store any type of GL string in association with each obligation.
- xviii. Have the ability to breakout and report on the current and long-term portion of debt.
- xix. Have the ability to calculate accrued interest and interest expense calculations as of specified dates.
- xx. Have the ability to calculate and book journal entries on a monthly, quarterly, semiannual and annual frequency.
- xxi. Provide a collaboration workflow that captures debt invoice payment processing, approval, and provides audit trail and Journal Entry.
- xxii. Have the ability to calculate accreted interest for capital appreciation bonds as of specified dates.
- xxiii. Have the ability to track the lineage of each bond issue and store all historical schedules pre-refundings in the application.
- xxiv. Provide the tracking of historic debt service payments, including any refundings that occur.
- xxv. Have the ability to see their debt as of any date, both historical and forward looking.
- xxvi. Have the ability to calculate premium or discount amortization including the current and long-term portions by effective and straight-line method.
- xxvii. Have the ability to calculate reduction in outstanding premium/discount when a refunding occurs.
- xxviii. Have the ability to create summary of outstanding debt and debt service tables for financial reports including note disclosures.

- xxix. Have the ability to track all parties involved in each bond sale transaction.
- xxx. Have the ability to generate amortization schedules, payment schedules, and outstanding debt schedules exportable to Excel.
- xxxi. Have the ability to provide technical support to ensure each debt issuance is accurately entered/updated in the DMT.
- xxxii. Allow the generation of all maturity level detail for each outstanding issue, including CUSIP, call date when callable, Coupon, Yield, Original Issue Price, and Yield to Maturity.
- xxxiii. Provide functionality that assists in forecasting of future payments for multiple uses – budget, capital replacement, disclosure, Annual Reports.
- xxxiv. Provide the ability to track multiple project allocations across a single issue.
- xxxv. Provide the ability to share real-time data among Internal members at DWR and outside consultants through separate, role-based logins.
- xxxvi. Be maintained in a secured platform with password-protected user access.
- xxxvii. Provide the ability to run queries based on any date range.
- xxxviii. Allow for the export of queried data and tables into Excel.

E. CONTRACTOR'S RESPONSIBILITIES AND DELIVERABLES

The Contractor shall provide the following as it relates to the implementation and support of the Debt Manager Analytic System:

- i. Provide an accessible Help Desk with a response time of no greater than 24 hours during normal State business hours of 8:00 AM to 5:00 PM PST.
- ii. Provide comprehensive training and prepare designated DWR staff in use of the software using varying techniques including frequently asked questions, step-by-step guides, knowledge articles, videos, training tutorials accessible by all users and other media and tools.
- iii. Provide a dedicated software point of contact for DWR's questions after implementation is complete.
- iv. Post implementation, the Contractor will assist with changes to DWR's existing debt and add any new debt issues to the application.

F. ACCEPTANCE CRITERIA

- a. A system solution that is fully functional, operable, and meets the requirements that DWR identified.
- b. If a deliverable is not accepted, DWR shall provide the reason in writing within 2 business days of receipt of the deliverable.

G. STATE RESPONSIBILITIES

- a. DWR will provide Contractor with authorized DWR agents for utilizing contract for support services.

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System Specifications

The Bidder must clearly identify how they meet all the specifications listed in the table below.
Bids that do not meet the Mandatory Requirements will be deemed non-responsive.

Bidder will provide a software requirements specification document demonstrating how their software meets the General Specifications listed below

Evaluation Scoring Criteria Definitions:

1. In Scope

Feature or functionality is part of the current offering and meets the stated specifications without requiring additional development. It is fully supported, tested, and ready for use in production.

2. In Development

Feature or functionality is actively being built or configured by the vendor and is planned for delivery within an agreed-upon timeframe. Requirements are confirmed, and work has started, but it is not yet available for production use.

3. On Roadmap

Feature or functionality is not currently available or in active development but is included in the vendor's official product roadmap for a future release. Delivery timelines may be tentative and subject to change.

4. Not Capable

Feature or functionality cannot be provided by the vendor's solution, either now or in the foreseeable future. No plans exist to develop or support it.

| General Specifications | Indicate response below | DWR Use Only Criteria | |
|--|-------------------------|--|--|
| Product Overview | | | |
| 1. Commercial Off the Shelf Software (COTS) Software | | Pass/Fail | |
| 2. Cloud Based | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 3. Modern User Interface; Easy to Use | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 4. Unlimited Users | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |

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| General Specifications | Indicate response below | DWR Use Only Criteria | |
|---|-------------------------|--|--|
| 5. Customizable Security Roles (Controlled access) | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 6. Robust Audit Log and Change Tracking | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 7. Single Sign On (SSO) and Multi-Factor Authentication (FMA) | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 8. SOC 1 and SOC 2 Certification | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| Data Management | | | |
| 9. Basic Amortization Schedules | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 10. Customizable Amortization Schedules | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 11. Maintains Historical Refunding Data by Refunding Type | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 12. Recreate Debt Portfolio as of any Date by Integrating Historical Refunding Data | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 13. Apply Expenses and Subsidies for Net Debt Service on an Issue or Allocation Level | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 14. Charts and Graphs | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |

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| General Specifications | Indicate response below | DWR Use Only Criteria | |
|---|-------------------------|--|--|
| 15. Interactive Automated Complex Charting | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 16. Maturity Tables with Pricing and CUSIP Information | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 17. Bank Loans, Capital Leases & Private Placements | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 18. Internal Loan / Central Bank Programs | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 19. Variable Rate Reset Calculation and Storage | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 20. Commercial Paper Tracking | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 21. Allocations: Full Allocation Support Across Multiple Dimensions | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 22. Automated CAB Accretion Tables and as of Date Accretion Value | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 23. Milestones: Calendar for Key Events with Notifications | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 24. Unlimited Cloud Based Document Storage | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| Payments | | | |

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|---|--|--|--|
| 25. Payment Processing Workflows | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 26. Dedicated Variable Rate Payment Workflows | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 27. Defeased Debt Payment Tracking and Workflow | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 28. Accounting Allocations | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 29. Invoice Storage | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 30. Wire Cover Sheets | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 31. Audit Trail | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 32. Audit Note Integration | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| Accounting and Financial Reporting | | | |
| 33. Accrued Interest Calculations | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 34. Premium/Discount Amortization Calculations | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 35. Deferred Gain/Loss Amortization Calculations | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |

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|--|--|--|--|
| 36. Journal Entries: Accrued Interest, Interest Expense, Amortization of Premium/Discount, Deferred Gain/Loss | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 37. Audit Footnote: Tables & Roll Forwards | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 38. Audit Footnote: Pre-formatted Text Disclosure Paragraphs | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| Continuing Disclosure | | | |
| 39. Create & Track Disclosure Agreements, Requirements & Submissions | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 40. Disclosure Notifications on Key Dates | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 41. Customizable Submission Workflows | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 42. Historical Record of Filings + Audit Trails | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 43. Material Event Reporting Workflow | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| Debt and Loan Sizing | | | |
| 44. New Money Sizing | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| Project Management | | | |
| 45. Dedicated Management Space for Individual Project Tracking | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |

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| 46. Calculate and Track Private Use by a Measure of Time, Space, Revenue, Other Units, or a Combination | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 47. Allocate Bond Proceeds to Projects and Bond Issues | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |
| 48. "As of" Date Functionality to Track Point-in-Time Private Use and What if Analysis | | In Scope = 3 points In Development = 2 points On Roadmap = 1 point Not Capable = 0 points | |