



**State of Oklahoma
OKLAHOMA HEALTH CARE
AUTHORITY**

Amendment of Solicitation

Date of Issuance: April 14, 2014

Solicitation No. 8070000648

Requisition No. 8070000648

Amendment No. 1

Hour and date specified for receipt of offers is changed: No Yes, to: _____ CST

Pursuant to OAC 580:16-7-30(d), this document shall serve as official notice of amendment to the Solicitation identified above. Such notice is being provided to all suppliers to which the original solicitation was sent.

Suppliers submitting bids or quotations shall acknowledge receipt of this solicitation amendment prior to the hour and date specified in the solicitation as follows:

- (1) Sign and return a copy of this amendment with the solicitation response being submitted; or,
- (2) If the supplier has already submitted a response, this acknowledgement must be signed and returned prior to the solicitation deadline. All amendment acknowledgements submitted separately shall have the solicitation number and bid opening date printed clearly on the front of the envelope.

ISSUED BY and RETURN TO:

U.S. Postal Delivery:

Kimberely Helton
Contracting Officer

emailed bid only
, OK -

(405) - 522 - 7465
Phone Number

or

Personal or Common Carrier Delivery:

Kimberely.Helton@okhca.org
E-Mail Address

,OK -

Description of Amendment:

a. This is to incorporate the following:

1. Replace Form 1 in its entirety;
2. Replace Form 2 in its entirety; and,
3. Incorporate the Bidder's Questions and Answers to the questions.

b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**)

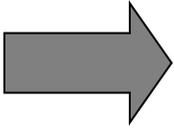
Date

Authorized Representative Name (**PRINT**) Title

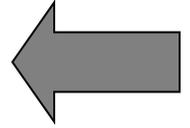
Authorized Representative Signature

PROPOSAL COVER PAGE

RETURN ELECTRONICALLY SUBMITTED BIDS TO:



Kimberely Helton
at Kimberely.Helton@okhca.org



CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

By submitting a response to this solicitation, the Bidder and any proposed subcontractor(s) to the best of their knowledge and belief certify that:

- 1. It/they are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal, State or local department or agency;
- 2. It/they have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) contract; or for violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- 3. It/they are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in the previous paragraph; and
- 4. It/they have not, within a three-year period preceding this application/proposal, had one or more public (Federal, State or local) contracts terminated for cause or default.

If the Bidder is unable to certify any of the statements made in Section B.13 and above, identify the statement(s) and explain in an attachment.

MANDATORY VENDOR REGISTRATION FOR CONTRACT AWARD

The selected Bidder is encouraged to begin the process of registration with the Oklahoma Office of Management and Enterprise Services (OMES) – Central Purchasing Division (CPD) at the start of the Clarification period as it may take several weeks to complete. **If a Bidder has done business with the State of Oklahoma in the past that does not necessarily guarantee the Bidder has completed the required registration process.** Registration is required prior to contract award and prior to each renewal of an award. Once registered, vendors are automatically notified of bidding opportunities in the categories for which they register. There is an annual fee of \$25 per product family/category. Registration may be completed online by using the following link http://www.ok.gov/DCS/Central_Purchasing/Vendor_Registration/index.html.

Supplier Authorized Signature

Certified This Date

Printed Name

Title

FORM-2

CHECKLIST

COMPLETE PROPOSAL

Please check to indicate that Bidder has submitted a completed version of each of the following:

- | | | |
|--------------------------|---------|---|
| <input type="checkbox"/> | Form-1 | Proposal Cover Page |
| <input type="checkbox"/> | Form-2 | Checklist |
| <input type="checkbox"/> | Form-3 | Capabilities and Experience Summary |
| <input type="checkbox"/> | Form-4 | Objectives and Risk Summary |
| <input type="checkbox"/> | Form-5 | Proposed Additions and Subtractions Form |
| <input type="checkbox"/> | Form-6 | Past Performance Narrative |
| <input type="checkbox"/> | Form-7 | Reference Summary |
| <input type="checkbox"/> | Form-8 | Reference Form |
| <input type="checkbox"/> | Form-9 | Milestone Schedule |
| <input type="checkbox"/> | Form-10 | Price Proposal Form |
| <input type="checkbox"/> | | Signed amendment acknowledgements(s) if any RFP amendments have been posted and if the Bidder has not previously submitted these to the Contract Coordinator (see Section B.12) |
| <input type="checkbox"/> | | Responding Bidder Information |
| <input type="checkbox"/> | | Certification for Competitive Bid and/or Contract |
| <input type="checkbox"/> | | Proof of registration with the Secretary of State |
| <input type="checkbox"/> | | Copy of Workers' Compensation Certificate of Insurance |

PROJECT CAPABILITY SUBMITTAL (Forms 3,4,5)

- | | | | | |
|---|--------------------------|-----|--------------------------|----|
| 1. Is your Capabilities and Experience Summary no more than two pages? | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 2. Is your Objectives and Risk Summary no more than two pages? | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 3. Is your Proposed Additions and Subtractions Form no more than two pages? | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 4. Have you eliminated from your PCS all organization or individual names, past project names, or any other information that may be used to identify the Bidder? | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 5. Did you use the PCS templates provided in this RFP without any modifications, color, font changes, illustrations or similar? | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 6. Do you understand that the contents of PCS will become part of the Contract? | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 7. Did you complete all three plans required in the PCS Capabilities and Experience Summary, Objectives and Risk Summary, Proposed Additions and Subtractions Form? | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 8. Do you understand that your Bid may be disqualified if you fail to meet any of the above requirements? | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |

QUESTIONS AND ANSWERS

#	RFP Section(s):	Entity Question	OHCA Answer
1	A.4 Staffing Requirements	What is the level of effort for the statistician? Is that individual expected to be 100% dedicated to the contract?	The level of effort may be determined by the Bidder; however, the statistician will be expected to meet the deadlines established by the OHCA.
2	B.7 Past Performance Narrative	What is the level of effort for the project director? Is that individual expected to be 100% dedicated to the contract?	The amount of time dedicated to the project by the director may be determined by the Bidder. However, the OHCA will expect the director to be available for scheduled meetings and to return calls/emails within a reasonable amount of time.
3	A.4 Staffing Requirements	What is the level of effort for the technical writer? Is that individual expected to be 100% dedicated to the contract?	The level of effort for the technical writer may be determined by the Bidder; however, the technical writer will be expected to meet the deadlines established by the OHCA.
4	Mandatory Requirements	Does OHCA consider the review of 42 CFR 430, 431, 440, 451, and 456 to encompass the QISMCM review?	Bidders shall use its expertise and experience to determine the requirements to complete the QISMCM review while complying with the requirements described at 42 CFR §438.358. These requirements specify that a review must be conducted within a three-year period to assess the compliance with State and federal requirements related to enrollee rights and protections, access to services, structure and operations, measurement and improvement, and grievance system standards.