



MARTIN O'MALLEY
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ANTHONY BROWN
Lieutenant Governor

T. ELOISE FOSTER
Secretary

DAVID C. ROMANS
Deputy Secretary

AMENDMENT #4
to
REQUEST FOR PROPOSALS (RFP)
DENTAL PLAN ADMINISTRATION AND INSURANCE SERVICES
SOLICITATION NUMBER F10B3400005
SEPTEMBER 24, 2013

Ladies and Gentlemen:

This Addendum is being issued to amend and clarify certain information contained in the above named RFP. All information contained herein is binding on all Offerors who respond to this RFP. Specific parts of the RFP have been amended. The following changes/additions are listed below; new language has been double underlined and marked in **red bold** (ex. **new language**) and language deleted has been marked with a double ~~strikeout~~ (ex. ~~language deleted~~) or the applicable revised attachment(s) has been identified.

1. Revise Section 4.4.3.6.1(B) (**Offeror Technical Response to RFP Requirements**) on pages 51 through 54, to read as follows:

4.4.3.6.1 Offeror Technical Response to RFP Requirements

- A. The technical proposal must include a detailed response to Section 3.4, Description of Scope of Work Requirements, in Microsoft Word format, demonstrating that the Offeror has a comprehensive understanding of the requirements. The Offeror must include an explanation of the methodology of how the work will be done. In response to Section 3.3, General Requirements for All Functional Areas, please do not repeat information provided in the Attachments FA1 T, FA2 T and FA3 T.

Please submit response in Microsoft Word format and label as "**3.3.4 General Requirements.**"

~Effective Resource Management~

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For any response the Offeror cannot enter into Attachment T for any functional area due to an inaccessible cell or incorrect drop-down, the Offeror shall (a) identify the appropriate Attachment and section number and (b) include the applicable response(s) in their general detailed technical proposal response to Section 3.4, Description of Scope of Work Requirements, in Microsoft Word format. Entitle the Section Technical Proposal FA[1, 2 or 3] Inaccessible Cell or Incorrect Drop-Down.

B. The Offeror must complete the following sections for each proposed functional area.

For Functional Area 1: DHMO-FI

[Filename: FA1 Attachment T_DHMO-FI Technical Proposal (Part I).docx]

Attachment FA1 T: DHMO-FI Technical Proposal

FA1 Attachment T-1: Proposal Request

FA1 Attachment T-2: Explanations and Deviations

FA1 Attachment T-3: DHMO-FI Plan Design

FA1 Attachment T-4: DHMO-FI Access (**AMENDMENT #4**)

FA1 Attachment T-5: DHMO-FI Dental Providers

FA1 Attachment T-6: Compliance Checklist

FA1 Attachment T-7: Questionnaire

FA1 Attachment T-8a:Subcontractors Questionnaire

FA1 Attachment T-8b:Subcontractors Questionnaire

FA1 Attachment T-8c:Subcontractors Questionnaire

FA1 Attachment T-8d:Subcontractors Questionnaire

FA1 Attachment T-8e:Subcontractors Questionnaire

FA1 Attachment T-8f: Subcontractors Questionnaire

FA1 Attachment T-9: Performance Guarantees

For Functional Area 1: DHMO-FI

[Filename: FA1 Attachment T_DHMO-FI Technical Proposal (Part II).docx]

FA1 Attachment T-10: Disruption based on Enrollment by Provider (United Concordia DHMO-FI)

For Functional Area 2: DPPO-FI

[Filename: FA2 Attachment T_DPPO-FI Technical Proposal (Part I).docx]

FA2 Attachment T-1: Proposal Request

FA2 Attachment T-2: Explanations and Deviations

For Functional Area 2: DPPO-FI

[Filename: FA2 Attachment T_DPPO-FI Technical Proposal (Part I).docx]

FA2 Attachment T-3: DPPO-FI Plan Design

FA2 Attachment T-4: DPPO-FI Access **(AMENDMENT #4)**

FA2 Attachment T-5: DPPO-FI Dental Providers

FA2 Attachment T-6: Compliance Checklist

FA2 Attachment T-7: Questionnaire

FA2 Attachment T-8a:Subcontractors Questionnaire

FA2 Attachment T-8b:Subcontractors Questionnaire

FA2 Attachment T-8c:Subcontractors Questionnaire

FA2 Attachment T-8d:Subcontractors Questionnaire

FA2 Attachment T-8e:Subcontractors Questionnaire

FA2 Attachment T-8f: Subcontractors Questionnaire

FA2 Attachment T-9: Performance Guarantees

For Functional Area 2: DPPO-FI

[Filename: Attachment FA2 T_DPPO-FI Technical Proposal (Part II).docx]

FA2 Attachment T-10: Disruption based on Paid Claims
(United Concordia DPPO-FI)

For Functional Area 3: DPPO-SF

[Filename: FA3 Attachment T_DPPO-SF Technical Proposal (Part I).docx]

FA3 Attachment T-1: Proposal Request

FA3 Attachment T-2: Explanations and Deviations

FA3 Attachment T-3: DPPO-SF Plan Design

FA3 Attachment T-4: DPPO-SF Access **(AMENDMENT #4)**

FA3 Attachment T-5: DPPO-SF Dental Providers

FA3 Attachment T-6: Compliance Checklist

FA3 Attachment T-7: Questionnaire

FA3 Attachment T-8a:Subcontractors Questionnaire

FA3 Attachment T-8b:Subcontractors Questionnaire

FA3 Attachment T-8c:Subcontractors Questionnaire

FA3 Attachment T-8d:Subcontractors Questionnaire

FA3 Attachment T-8e:Subcontractors Questionnaire

FA3 Attachment T-8f: Subcontractors Questionnaire

FA3 Attachment T-9: Performance Guarantees

For Functional Area 3-DPPO-SF

[Filename: Attachment FA3 T_DPPO-SF Technical Proposal (Part II).docx]

FA3 Attachment T-10: Disruption based on Paid Claims
(United Concordia DPPO-SF)

2. Revise Section 4.4.4 (**Additional Required Technical Submissions (with original of Technical Proposal only)**) on page 58, to include an introduction that reads as follows:

4.4.4 Additional Required Technical Submissions (with original of Technical Proposal only)

Offerors which have begun or already completed Attachment T-4 for any of the Functional Areas using the version provided with the original RFP release or Amendment #2 may continue to use either version. However, please ALSO complete Attachment T-4 from Amendment #4 for ALL Functional Areas being proposed and submit both as part of the hardcopy and electronic submissions; i.e. submit a hardcopy Attachment T-4 and both electronic Attachment T versions (from the original RFP release or Amendment #2 and Attachment T-4 from Amendment #4) for ALL Functional Areas being proposed.

In addition to the information specified above, the Offeror must complete and submit the following attachments:

NOTE: The remainder of the section is unchanged.

3. Revise Attachment T-4 for each Functional Area as follows:

FA1 Attachment T-4: DHMO Provider Network Access

FA2 Attachment T-4: DPPO Provider Network Access

FA3 Attachment T-4: DPPO Provider Network Access

Date Issued: **September 24, 2013**

Authorized By:

<signed>

Andrea R. Lockett

Procurement Officer

Attachments

1. Functional Area 1: FA1 T – DHMO-FI Technical Proposal (AMENDMENT 4).docx
2. Functional Area 2: FA2 T – DPPO-FI Technical Proposal (AMENDMENT 4).docx
3. Functional Area 3: FA3 T – DPPO-SF Technical Proposal (AMENDMENT 4).docx