

ARKANSAS INSURANCE DEPARTMENT  
ADDENDUM 1  
ID-12-0001

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TO: Vendor Addressed  
FROM: Tangelia Clary-Marshall  
DATE: February 9, 2012  
SUBJECT: ID-12-0001 Quality Health Plan Specialist

The following information regarding the above referenced Request for Proposal for the Arkansas Insurance Department (AID) is being supplied as designated below:

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**This addendum changes ID-12-0001 as follows:**

**Change to Section 1.5 B:** “Vendors **must** submit **one (1) signed original technical proposal hard copy**, on or before the date specified on page one of this RFP. Vendors **must** also submit **five (5) additional hard copies of the technical proposal, each marked ‘Copy’**. **Do not include any pricing from the Official Proposal Price Sheet on the technical proposal. Pricing from the Official Price Sheet(s) must be separately sealed from the technical proposal response and clearly marked as pricing information.** The vendor should submit one (1) complete **electronic** copy (marked copy) of the signed RFP technical proposal response preferably in MS Word/Excel format, on CD or flash drive. **Do not include any pricing from the Official Proposal Price Sheet on the technical proposal electronic copy. Pricing from the Official Proposal Price Sheet must be separately sealed from the technical proposal response and clearly marked as pricing.** Failure to submit the required number of hard copies of the technical proposal or Official Proposal Price Sheet may be cause for rejection. If the Office of State Procurement requests additional copies of the proposal, they **must** be delivered within twenty-four (24) hours of request.”

**Note Regarding Vendor Interviews:** As stated in the RFP, AID will interview the top five (5) candidates based upon the combined score (technical evaluation & price proposal). The state reserves the right to revise the number of candidates, or range of candidates, interviewed based on technical and price proposal scoring results. These interviews will be conducted by telephone with the person(s) named in your proposal who will be working on the project. We anticipate those interviews to be conducted March 1, 2, or 5. The vendor will be contacted by email and/or telephone regarding scheduling the interview. Please assure that the contact information provided on the Cover Page is sufficient for AID to make this contact and set up the interviews.

The specifications by virtue of this addendum become a permanent addition to the above-referenced Request for Qualification. **FAILURE TO RETURN THIS SIGNED ADDENDUM WITH YOUR BID MAY RESULT IN REJECTION OF YOUR BID.**

THE BID OPENING TIME AND DATE WILL REMAIN THE SAME

If you have questions, please contact the buyer, Tangelia Clary-Marshall 501-683-7231.

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VENDOR SIGNATURE

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DATE

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COMPANY