

Health Insurance Rate Review Division
Arkansas Insurance Department
1200 W. Third St.
Suite #201
Little Rock, Arkansas 72201

ADDENDUM #4

Bid Number: RR-120142

Buyer: Health Insurance Rate Review Division

TO: APPLICABLE VENDORS

FROM: Lowell Nicholas

DATE: 1.28.14

SUBJECT: Addendum #4

The following changes (2) modify the above-referenced Request for Proposal:

1. Change in Bid Opening Time and Date

**PROPOSAL TIME AND DATE OPENING HAS BEEN CHANGED TO:
[February 10, 2014 2:00pm CST]**

**2. Additional Information Supplied – (enclosed on page 2 & 3 of this document)
4.4 Evaluation Criteria, 4.5 Scoring Criteria, 4.6 Disqualifications, 4.7 Notification of Award**

This addendum becomes a permanent addition to the above-referenced Request For Proposal.
Failure to return this signed addendum will result in rejection of your proposal. If you have any questions please contact the buyer at 501-683-3638 E-Mail Address: Lowell.nicholas@arkansas.gov

PROPOSALS WILL BE ACCEPTED UNTIL THE TIME AND DATE SPECIFIED ABOVE. THE PROPOSAL ENVELOPE SHOULD BE SEALED AND PROPERLY MARKED WITH THE RFP NUMBER, DATE AND HOUR OF BID OPENING AND BIDDER'S RETURN ADDRESS. IT IS NOT NECESSARY TO RETURN "NO BIDS" to the Health Insurance Rate Review Division, Arkansas Insurance Department.

Vendor Name: _____ **Date:** _____

Vendor Signature: _____

Lowell Nicholas
Deputy Commissioner
Arkansas Insurance Department
Rate Review Director
1200 W. Third
Little Rock, AR 72201
501 683-3638 (direct line)
Lowell.nicholas@arkansas.gov

4.4 EVALUATION CRITERIA

GENERAL INFORMATION

All Proposals received by the deadline that meet the Minimum Standards for Proposal Consideration will be reviewed in a formal evaluation process by the HIRRD RFP Evaluation Committee. This Evaluation Committee will consist of HIRRD/AID leaders, staff, stakeholders, and other external partners. The Evaluation Committee will request on-site presentations by the selected finalists.

Each Proposal will be evaluated and considered with regard to demonstrated competence, experience, and on professional qualifications in serving as the Arkansas APCD Data Center, including:

- Responsiveness to the RFP's requirements, deliverables, and instructions
- Demonstrated understanding of the key objectives of the RFP, the data submission process, security and privacy issues, and the operational environment of the Arkansas APCD
- Experience with and capacity to deliver the data protections and accurate analytic reports as informed by best practices, state and federal regulation, and state specifications
- Qualifications of the proposed project team, including evidence of expertise and success with meeting the needs of current and previous clients
- Substance and experience in developing a sustainability plan for the APCD

4.5 SCORING CRITERIA

Each proposal will be reviewed by the Evaluation Committee, which will use the following allocation of points to assess the strengths of each Proposal.

Category	Possible Points
Project Understanding (Following the RFP Format)	
Response to Technical Requirements	20
Description of Key Deliverables, Process for Security & Privacy, and Project Implementation Schedule	15
Relevant Experience and Background	20
Sustainability Planning	10
Organizational Capacity	
Description and Qualifications of Project Team, Team Support Capacity, Ability to Protect Data, Reporting Capabilities (accurate analytic reporting)	20
Cost Proposal	15
TOTAL POSSIBLE POINTS	100

4.6 DISQUALIFICATION

Any attempt by a Responder to influence a member of the evaluation committee during the Proposal review and evaluation process will result in the elimination of that Responder's Proposal from consideration.

4.7 NOTIFICATION OF AWARD

The evaluation committee will provide a final, written recommendation to the Deputy Commissioner, including the scored results of the evaluations. Upon approval, the selected Contractor will be notified in writing or by email, on or around March 10, 2014 of their selection. Proposals that have not been selected for further negotiation or award will be notified via email by the Authorized Contact Person.