

**State of Connecticut**  
**Department of Social Services**  
**Medicaid Managed Care – HUSKY A, SCHIP Managed Care – HUSKY B, and**  
**Charter Oak Managed Care**  
**For the State of Connecticut**  
**REQUEST FOR PROPOSALS**

**010308DSS\_HUSKY\_CO\_RFP**

**FOURTH Addendum**

**RELEASE DATE - 022808**

The following information amends the contents of the original RFP issued on January 1, 2008.

**A. In Section II – OVERVIEW OF THE PROCUREMENT PROCESS (RFP Pages 7 – 16) revisions have been made to the following sections: Section 2 – Procurement Schedule (page 7); Section 3 – Bidders’ Questions (page 8); Section 14 – Response Date and Time (page 12); Section 15 N – Set-Aside for Small, Minority or Women’s Business Enterprises (page 16)**

**2. Procurement Schedule** – The Department has revised the Procurement Schedule as follows:

Milestones	Ending Dates
Deadline for Questions 3:00 PM Local Time	<b>03/05/08</b>
Responses to Questions (tentative)	<b>03/10/08</b>
Technical Proposals – Responses to Parts One, Two and Three - Due by 3:00 PM Local Time	<b>03/28/08</b>
Cost Proposal – Response to Part Four - Due by 3:00 PM Local Time	<b>04/11/08</b>
Successful Bidder Announced	TBD
Contract Negotiations Begin	TBD
Contract Begins (tentative)	07/01/08

**3. Bidders’ Questions** – The Department has revised the submission date for Bidders’ Questions as follows:

The Department will accept written questions and requests for clarification pertaining to this procurement if submitted to and received by the Issuing Office by **3:00 pm on March 5, 2008**. Written questions and requests for clarification may be sent via email or facsimile to meet this deadline. The Department will only respond to those questions and requests submitted and received by the Issuing Office in writing by the stated deadline. Submit questions and requests for clarification to the Issuing Office directed to the attention of Kathleen M. Brennan by facsimile (860-424-4953) or email ([Kathleen.Brennan@ct.gov](mailto:Kathleen.Brennan@ct.gov)). The Issuing Office will respond to only those questions that meet the deadline and criteria listed above. Official responses to all questions will be posted in an amendment to this RFP in the form of an addendum to this RFP, posted on the Charter Oak page on the Department's website at [www.ct.gov/dss/charteroak](http://www.ct.gov/dss/charteroak) and the State Procurement/Contracting Portal [www.das.state.ct.us/Purchase/Portal/Portal\\_home.asp](http://www.das.state.ct.us/Purchase/Portal/Portal_home.asp). The tentative posting date for the addendum is March 10, 2008. In addition to the posting of the questions and Department responses, the addendum will include the Department's anticipated date for the announcement of the successful bidder and the schedule of contract negotiations. It is solely the Bidder's responsibility to access the Charter Oak page on the Department's website or the State Procurement/ Contracting Portal to obtain any and all addendums or official announcements pertaining to this RFP. **A responsive proposal must include a signed acknowledgment of the receipt of each the addendums to this RFP that are posted to the Charter Oak page on the Department's website or the State Contracting Portal prior to the Proposal submission date.**

#### **14. Response Date and Time**

The Issuing Office must receive the Bidders' response to the proposal requirements for the Technical Proposal (Part One: Transmittal Communications, Forms and Acceptances; Part Two: Organization, Key Personnel and Experience; and Part Three: Scope of Work) no later than **3:00 p.m. local time on Friday March 28, 2008**.

The Issuing Office must receive the Bidders' response to the proposal requirements for the Cost Proposal (Part Four: Price and Financial Information) no later than **3:00 p.m. local time on Friday April 11, 2008**.

The Department will not consider a postmark date as the basis for meeting any submission deadline. Bidders should not interpret or otherwise construe receipt of a proposal after the closing date and time as stated herein as acceptance of the proposal, since the actual receipt of the document is a clerical function. The Department suggests the bidder use certified or registered mail to deliver the proposal when the bidder is not able to deliver the proposal by courier or in person. Bidders that are hand-delivering proposals will not be granted access to the building without photo identification and should allow extra time for security procedures. Bidders must address all RFP communications to the Issuing Office.

#### **15 N. Set-Aside for Small, Minority or Women's Business Enterprises**

There is an incorrect statutory reference in subsection 2 **replace Section 32-9e with Section 4a-60g** of the Connecticut General Statutes.

**B. In Section IV – PROPOSAL CONTENTS Part Three: Scope of Work – Contract Template – 3.47 Provider Compensation subsection g (page 106) is deleted and replaced with:**

- g. Reimbursement by the MCO to **all providers** shall be at no less than the DEPARTMENT's Medicaid fee schedule.

**C. In Section V – PROPOSAL EVALUATION (RFP Pages 192 – 193) the following sections have been replaced: PHASE FOUR: EVALUATION OF THE BUSINESS COST PROPOSEL (PAGE 193) AND PHASE FIVE: RANKING OF THE PROPOSALS (PAGE 193), as follows:**

**PHASE THREE: EVALUATION OF THE BUSINESS COST PROPOSAL**

Each Business Cost Proposal received in accordance with the terms of this RFP shall be reviewed and evaluated. However, the score for the Business Cost Proposal will only be factored into the total score (Technical and Business) for the complete proposal for the bidders who achieved a minimum of seventy-five percent of the total available points for their Technical submission (Phases Two and Three).

**PHASE FOUR: RANKING OF THE PROPOSALS**

Upon completion of Phases One and Two, it is possible that Evaluation Team members will interview the finalists. After the Evaluation Team has scored the proposals, the points awarded will be totaled to determine the ranking. Recommendations, along with pertinent supporting materials, will then be conveyed to the Commissioner of Social Services. The Commissioner of Social Services, at his discretion, reserves the right to approve or reject the recommendations of the Evaluation Team

**C. The Department is providing responses to certain questions raised in accordance with the provisions of the RFP:**

1. **QUESTION:** RFP Section II.15-N (Page 16) Is a resultant contractor required to set aside 25% of its average total of all contracts for each of the previous three fiscal years OR is the resultant contractor required only to make a good faith effort to set aside a portion of this contract?

**RESPONSE:** The Department is obligated to set aside 25% of its average total of all contracts for each of the previous three fiscal years. To assist the Department in meeting its set-aside goals, resultant contractors are required, at a minimum, to make a good faith effort to set aside a portion of its contract for a small, minority or women's business enterprise as a subcontractor. Bidders are strongly encouraged to access the website ([www.das.state.ct.us/Purchase/SetAside/SAPVendor.asp](http://www.das.state.ct.us/Purchase/SetAside/SAPVendor.asp)) to identify potential subcontractors. Resultant contractors will be obligated to report, no more frequently than quarterly, on its efforts.

2. **QUESTION:** RFP Section II.15-N (Page 16) This section indicates the bidder shall make a "good faith effort" to set aside a portion of this contract for a small,

minority, or women's business enterprise as a subcontractor. Such subcontractors may supply goods or services. Do bidder's enterprise-wide supplier diversity commitments meet the requirements, or do certified minority or women's business enterprises have to be located and certified in the State of Connecticut?

**RESPONSE:** To be meet the "good-faith" requirements, the minority or women's business enterprises used as a subcontractor must be located and certified in the State of Connecticut.

3. **QUESTION: RFP Section IV - Part Three - 9.09 a 1(Page 187)** Please provide the form OMB Standard Form 424B.

**RESPONSE:** ATTACHED.

4. **QUESTION: General** - In order to plan our coordination of services with the providers of the carve out benefits, please provide the Value Options contract, the PBM contract, the dental contract, and the four MCO's contracts in its Bidder's Library?

**RESPONSE:** The Department will post the scopes of work from the Value Options contract and the current HUSKY A and HUSKY B contracts to the Bidders' Library by **March 4, 2008**. There is no existing PBM or dental contract. Requests for additional portions of these contracts as well as other contracts should be directed to the Issuing Office.

This **FOURTH Addendum to 010308DSS\_HUSKY\_CO\_RFP** is being issued by the Issuing Office on the 28<sup>th</sup> day of February, 2008.

**This Addendum must be signed and returned with your submission.**

\_\_\_\_\_  
Authorized Signer

\_\_\_\_\_  
Company Name

Approved \_\_\_\_\_

**Kathleen M. Brennan**  
**State of Connecticut**

**Department of Social Services**

(Original Signature on Document in Procurement File)

**ASSURANCES - NON-CONSTRUCTION PROGRAMS**

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE	
APPLICANT ORGANIZATION		DATE SUBMITTED