MDH/DEVELOPMENTAL DISABILITIES ADMINISTRATION/OFFICE OF LONG-TERM SERVICES & SUPPORT
"FINANCIAL MANAGEMENT AND COUNSELING SERVICES"
IDENTIFIER # 20-17751
eMM# MDM0031045446
eMMA#BPM014740
Addendum # 2
Issued: August 6, 2019

Offerors known by the Issuing Office to have received the above-referenced RFP are hereby advised of the following revisions:

REVISION TO RFP KEY INFORMATION SUMMARY SHEET

Please note the Proposal Submission Date has been extended. The new Proposal Due (closing) Date and Time is as follows: Wednesday, August 21, 2019 at 2:00 Local Time. The deadline for submission of questions is August 9, 2019. Unless substantive in nature, no further questions will be considered after August 9th.

REVISION TO 2.3.3. FINANCIAL MANAGEMENT SERVICES

Page 6 - #26, b. Employer Agent *is revised as follows*: The *second* #26 through #34 are subsections of #26 and is changed to read (a – i).

Pages 8 & 9 – d. Customer Service System - #5 *is revised as follows:* letters f through q are subsections of e which reads "The Contractor shall provide a customer service system that includes":…

REVISION TO 5.3 VOLUME 1 – Technical Proposal

Substitute the following section designations for those in this section. *Subsection 5.3.1 – Format of Technical Proposal is revised as follows*:

- 5.4.2 is now **5.3.3**
- 5.4.2.1 is now **5.3.3.a**
- 5.4.2.2 is now **5.3.3.b**
- 5.4.2.3 is now **5.3.3.c**
- 5.4.2.4 is now **5.3.3.d**

The remainder of this section is unchanged.

REVISION TO SECTION 6 EVALUATION AND SELECTION PROCESS

See below correct designations:

6.2.2. Technical Response to RFP Requirements and Work Plan (See RFP § 5.3.3.f)
- The Experience and Qualifications of Proposed Staff is identified in § **5.3.3.g**. not § 5.4.2.7.
- The Technical Response to RFP Requirements and Work Plan is identified in § **5.3.3.f** not § 5.4.2.6.
- The Executive Summary is identified in subsection § **5.3.3.d** not § 5.4.2.4.
- Minimum Qualifications Documentation is identified in subsection **5.3.3.e** not § 5.4.2.5,
- Offeror Information Sheet and Transmittal Letter is identified in subsection **5.3.3.c** not § 5.4.2.3
-The Offeror Qualifications and Capabilities is identified in § **5.3.3.h** not § 5.4.2.8
-References is identified in subsection **5.3.3.i** not § 5.4.2.9;
-List of Current or Prior State Contracts is identified in § **5.3.3.j** not § 5.4.2.10;
-Financial Capability is identified in § **5.3.3.k** not § 5.4.2.11;
-Certificate of Insurance is identified in § **5.3.3.l** not § 5.4.2.12;
-Subcontractors are identified in subsection **5.3.3.m** not § 5.4.2.13
-Legal Action Summary is identified in § **5.3.3.n** not § 5.4.2.14.
-Economic Benefit to the State of MD is identified in subsection **5.3.3.o** not subsection 5.4.2.15

All other terms and conditions remain unchanged.

This Addendum is issued under the authority of State Procurement Regulations, COMAR 21.05.02.08 and with the approval of the Procurement Officer MDH.

August 6, 2019 | Dana Dembrow
Date | Dana Dembrow
Procurement Officer, OPASS

Please include the addendum acknowledgement with your proposal submission to:

Theresa B. Ammons
Contract Officer
Maryland Department of Health
Office of Procurement & Support Services
201 West Preston Street – Room 416B
Baltimore, MD 21201
Phone # 410-767-1361
Phone # (fax) 410-333-5958
Theresa.ammons@maryland.gov

ADDENDUM ACKNOWLEDGEMENT

I acknowledge receipt of Addendum #2 Proposal Submission Extension to RFP 20-17751 titled "Financial Management and Counseling Services" dated August 6, 2019.

_____
Vendor's Name

_____
Authorized Signatory – (Print/Type)

_____
Signature

_____
Date