

State of Arkansas
DEPARTMENT OF HUMAN SERVICES
700 South Main Street
P.O. Box 1437 / Slot W345
Little Rock, AR 72203

ADDENDUM 2

TO: All Addressed Vendors
FROM: Office of Procurement
DATE: January 19, 2024
SUBJECT: Medicaid Third Party Liability (710-24-0005)

The following change(s) to the above referenced RFP have been made as designated below:

- Change of specification(s)
 Additional specification(s)
 Change of bid opening date and time
 Cancellation of bid
 Other

OTHER

- Section 2.2.C – remove and replace with the following:
The Contractor shall have at least five (5) years cumulative experience working on similar contracts for at least three (3) other state Medicaid programs. If the Contractor proposes to use subcontractors, the Contractor's proposed subcontractors shall have the experience working on similar projects with other State Medicaid programs. For verification purposes, the Contractor must accurately complete and sign Attachment I - Client History Form.
- Section 3.2.A Cost Score – add the following:
Consideration will only be given to those that bid all line items.
- Section 2.4.1.B – add the following:
Major carriers should include at a minimum licensed AR Life & Health Insurance Carriers with COA to operate in Arkansas and have an annual amount of \$70 million in premiums or more.
- Section 2.4.14.F.1 remove and replace with the following:
 1. The Contractor shall provide during the applicable phase (e.g., initiation, design, testing, training, UAT) of the project as and maintain throughout the project, system documentation that at a minimum includes:
 - a. A description of each component, their purpose, including basic functions and the business areas supported
 - b. User stories/use cases
 - c. Screen layouts, report layouts, and other output definitions, including examples and content definitions
 - d. Physical database design
 - e. A module system diagram, including all components, identifying all business process diagrams, data flows, systems functions, and their associated data storage
 - f. Configurations
 - g. Job streams within each module, identifying programs, inputs and outputs, control, job stream flow, operating procedures, and error and recovery procedures.
 - h. A network schematic showing all network components and technical security control
 - i. Listing of the edits and audits applied to each input item and the corresponding error messages.
 - j. As applicable, listing and description of all control reports
 - k. Interface Control Documents
 - l. Narrative descriptions of each of the reports and an explanation of their use must be presented.
 - m. Definition of all fields in reports, including a detailed explanation of all report item calculations.
 - n. Operations Procedure Manual
 - o. Data Dictionary
- 2.4.2.C – remove and replace with the following:

The Contractor must obtain files from all health insurance carriers as required by DHS and conduct a data match with the Arkansas Department of Human Services Medicaid eligibility file from the MMIS Contractor to identify and add, or update, third-party information on the TPL Master Resource File. The data match shall be performed on a schedule consistent with the same frequency in which the Contractor receives files from each carrier.

- Section 3.2.A – remove and replace with the following:

When pricing is opened for scoring, the maximum amount of cost points will be given to the proposal with the lowest grand total as shown on the Official Bid Price Sheet. Consideration will only be given to those who bid all line items. (See Grand Total Score for maximum points possible for cost score.)

- Section 3 - add the following:

Oral Presentation/Demonstration Score:

- A. The three Prospective Contractors with the top Technical proposal scores after the completion of the technical proposal evaluation, may at the sole discretion of DHS be contacted to schedule an oral presentation/demonstration, if requested.
- B. Should DHS opt to schedule any oral presentation/demonstration, the buyer will create a second set of score sheets by copying the Excel workbook (including the scores entered) and titling each of the score sheets in that workbook as the "Post-Demonstration" score sheets.
- C. Should DHS opt to schedule any oral presentation/demonstration, after each oral presentation/demonstration is complete, the Evaluation Committee members will have the opportunity to discuss the oral presentation/demonstration and revise their individual scores on the Post-Demonstration Consensus Score Sheet based on the information provided during the oral presentation/demonstration.
- D. The final individual scores of the evaluators on the Post-Demonstration Consensus Score Sheets will be averaged to determine the final Technical score for each proposal.

- Attachment C Performance Based Contracting, Cost Avoidance and Third Party Liability Identification, Item C – remove and replace with the following:

The Contractor must obtain files from all health insurance carriers as required by DHS and conduct a data match with the Arkansas Department of Human Services Medicaid eligibility file from the MMIS Contractor to identify and add, or update, third-party information on the TPL Master Resource File. The data match shall be performed on a schedule consistent with the same frequency in which the Contractor receives files from each carrier.

The specifications by virtue of this addendum become a permanent addition to the above referenced RFP. Failure to return this signed addendum may result in rejection of your proposal.

If you have any questions, please contact: Arnetia Dean, DHS.OP.Solicitations@dhs.arkansas.gov or at 501-683-5969.

Vendor Signature

Date

Company