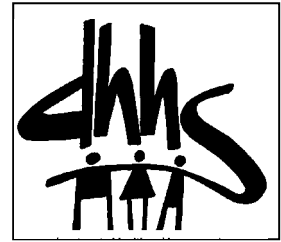




BID ADDENDUM

December 6, 2007

**State of North Carolina
Department of Health & Human Services
Office of Procurement & Contract Services**



**FAILURE TO RETURN THIS BID ADDENDUM
IN ACCORDANCE WITH INSTRUCTIONS MAY
SUBJECT YOUR BID TO REJECTION**

BID NUMBER: RFP 30-DHHS-1228-08-R

SERVICE: "NC Replacement Medicaid
Management Information System"

ADDENDUM NUMBER: 1

Change to Appendix 50, Attachment A

PURCHASER: Susan W. Lewis

USING AGENCY: NC DHHS

OPENING/TIME: December 20, 2007 / 2:00 PM EST

INSTRUCTIONS:

1. Two (2) properly executed copies of this Addendum shall be included with your Proposal.
2. This Addendum contains changes in specifications.
3. Execute Addendum:

Bidder: _____

Authorized Signature: _____ Date: _____

Name and Title (Typed or Printed): _____



Purpose:

The purpose of this Addendum is to replace Appendix 50, Attachment A in its entirety. The revised Appendix is below:

**Replacement MMIS Proposal
Submission Requirements Checklist**

This appendix identifies the requirements for the Proposal responding to RFP 30-DHHS-1228-08-R. Failure to respond in whole or in part to a specific requirement may result in rejection of the Proposal during the evaluation process.

Proposal Submission Requirements	<u>Acknowledgement</u> "Yes" or "No"	For NC DHHS Use Only
1. (RFP Section 50.1) Was the Technical Proposal submitted by the date and time specified in the RFP Cover Letter?		
2. (RFP Section 50.1) Was the Technical Proposal package(s) labeled as indicated in the RFP Cover Letter?		
3. (RFP Section 50.1) Are number of originals, copies, and electronic versions of the Technical Proposal as indicated in the RFP Cover Letter included?		
4. (RFP Section 50.1) Are the originals clearly marked as such?		
5. (RFP Section 50.1) Did the Offeror include a table of contents in its proposal?		



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<p>6. (RFP Section 50.1) Did the Offeror use 8-1/2 X 11 paper and 12-point font, single-spaced with 6 point spacing between rows?</p>		
<p>7. (RFP Section 50.2) Is the Technical Proposal comprised of the following eleven (11) separate sections, individually tabbed, in the following sequence:</p> <ul style="list-style-type: none"> • Section A—Transmittal Letter and Execution Page (Page 1 of 2 of RFP Cover Page) • Section B—Proposal Submission Requirements Checklist • Section C—Executive Summary • Section D—Proposed Solution Details • Section E—Project Management Plan • Section F—Operations Management Approach • Section G—Contract Data Requirements List (CDRL) • Section H—Security Approach • Section I—Turnover Approach • Section J—Corporate Capabilities • Section K—Oral Presentations and Demonstrations 		
<p>8. (RFP Section 50.2) Did the Offeror provide the Subsection Number preceding its response explaining its fulfillment in the Technical Proposal?</p>		
<p>9. (RFP Section 50.2.1) Was a Transmittal Letter and Execution Page (Page 1 of 3 of RFP Cover Page) included in the Proposal as Section A?</p>		
<p>10. (RFP Section 50.2.1) Is the Transmittal Letter within the limit of three (3) pages, excluding the</p>		



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<p>attached copies of the required certifications and representations from the Appendices and excluding the attached copies of the RFP Addenda issued by the State?</p>		
<p>11. (RFP Section 50.2.1) Is the Transmittal Letter on official business letterhead of the prime Vendor and signed by an individual authorized to legally bind the company?</p>		
<p>12. (RFP Section 50.2.1) Does the Transmittal Letter include the 15 items listed?</p>		
<p>13. (RFP Section 50.2.2) Was a completed Proposal Submission Requirements Checklist included in the Proposal as Section B?</p>		
<p>14. (RFP Section 50.2.3) Was an Executive Summary included in the Technical Proposal as Section C?</p>		
<p>15. (RFP Section 50.2.3) Is the Executive Summary within the limit of fifteen (15) pages?</p>		
<p>16. (RFP Section 50.2.3) Is the completed High-Level System Functionality Matrix (Appendix 50, Attachment B) included in the Technical Proposal as a part of Section C?</p>		
<p>17. (RFP Section 50.2.4.1) Is the Proposed System Solution and Solution for DDI included in the Technical Proposal as Section D?</p>		
<p>18. (RFP Section 50.2.4.1.1) Is the Overview of System Solution and Solution for Design, Development and Installation included in Section D?</p>		



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<p>19. (RFP Section 50.2.4.1.1) Is the Overview of System Solution and Solution for Design, Development and Installation within the limit of 500 pages?</p>		
<p>20. (RFP Section 50.2.4.1.2) Is the Software Development and Systems Engineering Methodology included in Section D?</p>		
<p>21. (RFP Section 50.2.4.1.2) Is the Software Development and Systems Engineering Methodology within the limit of 50 pages?</p>		
<p>22. (RFP Section 50.2.4.1.3) Is the Data Conversion and Migration Approach included in Section D?</p>		
<p>23. (RFP Section 50.2.4.1.3) Is the Data conversion and Migration Approach within the limit of 20 pages?</p>		
<p>24. (RFP Section 50.2.4.1.4) Is the Deployment/Rollout Approach included in Section D?</p>		
<p>25. (RFP Section 50.2.4.1.4) Is the Deployment/Rollout Approach within the limit of 20 pages?</p>		
<p>26. (RFP Section 50.2.4.1.5) Did the Offeror complete appendix 50, Attachment C, Part I, DDI Requirements Matrix, as required?</p>		
<p>27. (RFP Section 50.2.4.1.6) Did the Offeror complete Appendix 50, Attachment C, Part II, Adjusted Function Point Count, as required?</p>		



<p style="text-align: center;">Proposal Submission Requirements</p>	<p style="text-align: center;"><u>Acknowledgement</u> “Yes” or “No”</p>	<p style="text-align: center;">For NC DHHS Use Only</p>
<p>28. (RFP Section 50.2.4.2.1) Did the Offeror describe how it plans to meet the Operations Requirements outlined in RFP section 40 in its Section D?</p>		
<p>29. (RFP Section 50.2.4.2.1) Is the Proposed Solution for Operations within the limit of 150 pages?</p>		
<p>30. (RFP Section 50.2.4.3) Is the Offeror’s Statement of Work included in Section D?</p>		
<p>31. (RFP Section 50.2.4.3) Is the Offeror’s Statement of Work formatted per Appendix 50, Attachment D?</p>		
<p>32. (RFP Section 50.2.4.4) Is the Offeror’s Training Approach provided in Section D?</p>		
<p>33. (RFP Section 50.2.4.4) Is the Offeror’s Training Approach limited to 20 pages?</p>		
<p>34. (RFP Section 50.2.5) Did the Offeror include a Project Management Plan?</p>		
<p>35. (RFP Section 50.2.5) Is the Project Management Plan within the limit of 50 pages excluding the IMP and IMS and other elements of this Plan with page limitations assigned?</p>		
<p>36. (RFP Section 50.2.5.1) Did the Offeror submit its Integrated Master Plan?</p>		
<p>37. (RFP Section 50.2.5.2) Did the Offeror submit its Integrated Master Schedule?</p>		
<p>38. (RFP Section 50.2.5.3) Did the Offeror</p>		



<p align="center">Proposal Submission Requirements</p>	<p align="center"><u>Acknowledgement</u> “Yes” or “No”</p>	<p align="center">For NC DHHS Use Only</p>
<p>describe its Master Test Process and Quality Assurance Approach?</p>		
<p>39. (RFP Section 50.2.5.3) Is the Master Test Process and Quality Assurance Approach within the limit of 20 pages?</p>		
<p>40. (RFP Section 50.2.5.4.1) Did the Offeror provide its comprehensive Organizational Chart for DDI and a description of its organization?</p>		
<p>41. (RFP Section 50.2.5.4.1) Did the Offeror propose the positions and staff to be designated as key personnel for DDI and provide its Corporately Certified Position descriptions for the key personnel and resumes and references for any key personnel currently identified?</p>		
<p>42. (RFP Section 50.2.5.4.1) Did the Offeror limit its Organization Chart for DDI to 2 pages?</p>		
<p>43. (RFP Section 50.2.5.4.1) Did the Offeror limit its position descriptions to 1 page each and its resumes, including references, to 3 pages each?</p>		
<p>44. (RFP Section 50.2.5.4.2) Did the Offeror provide its comprehensive Organizational Chart for Operations?</p>		
<p>45. (RFP Section 50.2.5.4.2) Did the Offeror propose the positions and staff to be designated as key personnel for Operations and provide its Corporately Certified Position descriptions for the key personnel and resumes and references for any key personnel currently identified?</p>		



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<p>46. (RFP Section 50.2.5.4.2) Did the Offeror limit its Organization Chart for Operations to 2 pages?</p>		
<p>47. (RFP Section 50.2.5.4.2) Did the Offeror limit its position descriptions for Operations to 1 page each and its resumes, including references, to 3 pages each?</p>		
<p>48. (RFP Section 50.2.5.5) Did the Offeror describe its communications approach?</p>		
<p>49. (RFP Section 50.2.5.5) Did the Offeror limit its Communications Approach to 15 pages?</p>		
<p>50. (RFP Section 50.2.5.6) Did the Offeror submit its Risk and Issue Management Plan?</p>		
<p>51. (RFP Section 50.2.5.6) Did the Offeror limit its Risk and Issue Management Plan to 30 pages?</p>		
<p>52. (RFP Section 50.2.5.7) Did the Offeror submit an Initial Risk Assessment, including known risks associated with the implementation of the proposed solution?</p>		
<p>53. (RFP Section 50.2.5.7) Did the Offeror limit its Initial Risk Assessment to no more than 1 page per identified risk?</p>		
<p>54. (RFP Section 50.2.5.8) Did the Offeror submit its Change Management Approach?</p>		
<p>55. (RFP Section 50.2.5.8) Did the Offeror limit its Change Management Approach to 20 pages?</p>		



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<p>56. (RFP Section 50.2.6) Did the Offeror provide its Operations Management Approach in Section F?</p>		
<p>57. (RFP Section 50.2.6) Did the Offeror limit its Operations Management Approach to 30 pages?</p>		
<p>58. (RFP Section 50.2.6.1) Did the Offeror include its Change and Configuration Management approach for Operations in its Change Management Approach (see RFP Section 50.2.5.8)</p>		
<p>59. (RFP Section 50.2.6.2) Did the Offeror’s Risk and Issue Management Plan include Operations as well as Systems and DDI? (see RFP Section 50.2.5.6)</p>		
<p>60. (RFP Section 50.2.6.3) Did the Offeror submit its Business Continuity/Disaster Recovery Approach?</p>		
<p>61. (RFP Section 50.2.6.3) Did the Offeror limit its Business Continuity/Disaster Recovery Approach to 15 pages?</p>		
<p>62. (RFP Section 50.2.6.4) Did the Offeror include a description of its approach for Ongoing Training in its Training Approach (see RFP Section 50.2.4.4)</p>		
<p>63. (RFP Section 50.2.6.5) Did the Offeror include a description of its communications approach for Operations in its Operations Management Approach (see RFP Section 50.2.6)</p>		
<p>64. (RFP Section 50.2.7) Did the Offeror provide</p>		



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<p>the CDRL, updated with additional data requirements in Section G?</p>		
<p>65. (RFP Section 50.2.8) Did the Offeror describe its approach to security in Section H of the Technical Proposal?</p>		
<p>66. (RFP Section 50.2.8) Did the Offeror limit its Security Approach to 30 pages?</p>		
<p>67. (RFP Section 50.2.9) Did the Offeror describe its Turnover Approach in its Technical Proposal, Section I?</p>		
<p>68. (RFP Section 50.2.9) Did the Offeror limit its Turnover Approach to 20 pages?</p>		
<p>69. (RFP Section 50.2.10) Is the response to Corporate Capabilities included in the Proposal as Section J?</p>		
<p>70. (RFP Section 50.2.10) Is the response to Corporate Capabilities within the limit of 40 pages?</p>		
<p>71. (RFP Section 50.2.10.) Are the five (5) sections specified in RFP Section 50.2.10.2 for Corporate Capabilities included in Section J?</p>		
<p>72. (RFP Section 50.2.11) Did the Offeror acknowledge in Section K that it understands and agrees to perform the requirements of the Oral Presentations and System Demonstrations?</p>		
<p>73. (RFP Section 50.2.11.2) Did the Offeror identify the state(s) where its “baseline system” is installed?</p>		



Proposal Submission Requirements	<u>Acknowledgement</u> “Yes” or “No”	For NC DHHS Use Only
74. (RFP Section 50.2.11.2) Did the Offeror sign the statement in Appendix 50, Attachment H representing that its baseline system for the system demonstration complies with the description of a “baseline” solution as described in this RFP Section?		