**North Carolina Department of Health and Human Services**
**Office of Procurement and Contract Services**
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Michael F. Easley, Governor Dempsey Benton, Secretary

July 7, 2008

Electronic Data Systems Corporation
Attention: Barbara Anderson, Vice President
5400 Legacy Drive
Plano, Texas 75024
Sent via email: **barbara.anderson@eds.com**

Subject: Addendum 4 - North Carolina Replacement MMIS Updated Requirements

Dear Ms. Anderson:

This letter provides various updated requirements for RFP 30-DHHS-1228-08R. EDS must submit a supplement to its Technical Proposal addressing these requirements as explained below.

Per *The Current Operations and Capital Improvements Appropriations Act of 2008*, DHHS is including additional benefit plans and related services into the RFP. Additionally, the requirements for Retrospective Drug Utilization Review (RetroDUR) have been updated to require the Replacement MMIS Vendor to assume the operational duties as soon after contract award as is practical.

Attached to this letter are the following documents:

- An Addendum Statement of Objectives (SOO)
- An Addendum State Requirements Matrix that includes requirements changes for the benefit plans and related services as well as for RetroDUR
- An Addendum SOO Requirements Matrix
- A Question & Answer format

Offerors shall submit a Technical Proposal Supplement responding to the updated requirements. To simplify submission requirements, this Supplement shall consist only of changes to an Offeror's previously-submitted Technical Proposal Best and Final Offer (BAFO). The page numbers for the Supplement shall be numbered distinctly from those used in the Technical Proposal. The Supplement shall be structured as follows:

- Section A – Offeror's shall submit a *Transmittal Letter* and *Execution Page* with the Supplement. The *Transmittal Letter* need only reference this Addendum and any subsequent Addenda issued prior to submission of the Supplement (e.g., the Questions and Answers Addendum). This letter is limited to two pages, and must only include items 1, 2, 3, 10, 14, and 15 (to the extent each has changed from the previous submittal, if at all) from RFP Section 50.2.1.
- Section C – Executive Summary – this section should present an overview of the changes proposed in the Offeror's Supplement and is limited to two pages.
- Section D – this should include proposed changes to:
    - *Overview for System Solution and Solution for Design, Development, and Installation.* Changes to this subsection may not exceed 30 pages.
    - *Addendum State Requirements Matrix.*
    - *Addendum SOO Requirements Matrix.*
    - *Adjusted Function Point Count.*
    - *Proposed Solution for Operations*. Changes to this subsection may not exceed eight pages.
    - *Statement of Work.*
- Section E – this should include proposed changes to:
    - *Integrated Master Plan*. Only changes to the listed Events, Accomplishments, and Criteria should be submitted.

  - *Integrated Master Schedule*.
  - *Staffing Approach* – identify only changes to the organization charts and key personnel.
  - *Initial Risk Assessment*.
- Section G – *Contract Data Requirements List*, if changes are needed.
- Section J – this should include proposed changes to:
  - *Relevant Experience.* Changes to this subsection may not exceed two pages.

Offerors shall follow the RFP requirements for content, formatting, and page limits for each of the listed subsections unless superseded in the description above. If an Offeror's Technical Proposal BAFO already contains all relevant information addressing the requirements in this Addendum, the Offeror shall submit a single page for that subsection and identify on the page that no changes were required. ***No changes to an Offeror's Technical Proposal other than those related to the updated requirements will be accepted. No sample formats for proposed metrics or samples of any reports or other sample deliverables will be accepted.***

Any changes to the Offerors' current Technical Proposals (submitted in May) shall be identified in the text of the Supplement along with the updated text (i.e., clearly identifies the "old" text and states the "new" text). Wherever possible, revised text and wholly new text should be presented "inline" so that changes can be seen in more complete context. Offerors should keep in mind that shortly after completion of final negotiations, the State plans to require a fully revised and restated Technical Proposal that incorporates the information from this Supplement and any changes resulting from BAFOs, in its appropriate contextual locations.

Offerors shall submit two original signed copies of the Supplement, and 30 CDs, each containing electronic versions of all documents in the Supplement.

The State will accept written questions concerning only topics related to the changes addressed in this Addendum until 9:00 AM, July 11, 2008. Offerors must use the Q&A format attached to this letter. The State will respond to questions after which the Offerors shall have approximately 14 days to complete their Supplements. The due date and time will be published in the Question and Answer Addendum. As with the RFP questions and answers accomplished previously, ***all Offeror questions and the State's responses concerning the updated requirements will be made available to both Offerors.***

For the purposes of order of precedence, the Addendum SOO, Addendum SOO Requirements Matrix, Addendum State Requirements Matrix, and written Questions and Answers on the updated requirements are considered as "addenda to the RFP" as identified in Section 30.3 of the RFP. The Technical Proposal Supplement is considered a BAFO as identified in Section 30.3 of the RFP.

The State has issued some unnumbered Addenda to the Revised RFP. To improve clarity, these Addenda have been assigned numbers as shown below:

| Number as Published | New Number | Description | Date of Publication |
|---|---|---|---|
| Addendum 1 | Addendum 1 | Updated Proposal Submission Requirements Checklist | 12/6/2007 |
| None | Addendum 2A | E-mail concerning number of required copies of Technical Proposal from Susan Lewis | 12/18/2007 |
| None | Addendum 2B | Updated requirements letter | 4/18/2008 |
| None | Addendum 2C | Updated requirements letter | 5/1/2008 |
| Addendum 3 | Addendum 3 | Questions and Answers concerning updated requirements | 5/2/2008 |
| Addendum 4 | Addendum 4 | This letter | 7/7/2008 |

Thank you for your interest in the State of North Carolina.

Sincerely,

Susan W. Lewis
Assistant Director

Copy: David A. Womble, Jr., Director

Attachments:
1. Addendum Statement of Objectives
2. Addendum SOO Requirements Matrix
3. Addendum State Requirements Matrix
4. Question & Answer Format