



Date: January 17, 2020

To: All VENDORS

Addendum Number #1

Questions/Answers

****THIS ADDENDUM IS NOT REQUIRED TO BE RETURNED WITH THE RFP SUBMISSION****

ALLIANCE HEALTH RFP 20-011 ACTUARIAL SERVICES
RFA #20-011

This Addendum forms part of Alliance's RFA #20-011. All other requirements of the original specifications remain in effect.

- The last day for receiving questions regarding this project was January 10, 2020 by 3:00 PM, ET
- Bids are due by: January 31, 2020 by 5:00 PM, ET
- Bids must be emailed to: admcontracts@alliancehealthplan.org
- All Addenda to be posted on the Alliance website: <https://www.alliancehealthplan.org/about-alliance/rfps-rfis-qas/>
- The following questions have been received, and are answered herein:

ITEM #	RFA SECTION	VENDORS QUESTION	ALLIANCE HEALTH RESPONSE
1	3.0	Section 3.0 of the Tentative Timeline instructs email submission of the proposal. Section 5.0 Proposal Timeline states, "Submittals received by email, telephone, or facsimile will not be accepted." Please clarify the delivery instructions of proposals.	Proposals should be mailed 5200 W. Paramount Parkway, Suite 200, Morrisville, NC 27560.

2	10.8	Section 10.8 states, “The start of the contract may start as early as March 2021 or as late as July 2021.” Please confirm if the start date is expected to be as early as March of 2020 or March of 2021.	The contract may start as early as March 2020.
3	13.0	We could not locate the following Attachments as either part of RFP #20-011 or as separate documents listed under this procurement. <ul style="list-style-type: none"> • Attachment A: Non-Collusion Affidavit • Attachment B: Alliance Vendor Set-Up Form on this RFP We were able to see attachments with the same file name under different RFPs. If these documents are all standard boilerplate, we will use those versions. If they are not boilerplate, would Alliance please provide copies?	Please see attached.
4	10.2	Page 6 of the RFP indicates that “ <i>The Vendor shall not re-assign or subcontract duties, rights, or interests unless Alliance provides written consent</i> ”. To meet all of the requirements of the RFP, we may need to include subcontractors. Are subcontractors allowed to be included in our response?	Yes, subcontractors can be identified in the RFP.
5	13.0	The following attachments are required to be included in the RFP response. We do not see these attachments posted on the Alliance website. Will these attachments be posted? <ul style="list-style-type: none"> • Attachment A: Non-Collusion Affidavit • Attachment B: Alliance Vendor Set-up Form Attachment C: Addendum Acknowledgement, if any addenda are issued	Please see attached.
6	12 – Tab 4	Please let us know if Alliance would be willing to provide the number of hours to be applied to the hourly rates for the purpose of evaluating the cost proposals. Our experience is that cost proposals structured in this manner will sometimes receive bids that underestimate the number of hours which can result in “change orders” or even vendor disputes on what should be included in the scope of work. Given the uncertainty of the implementation, we would recommend staying flexible on hours and evaluating cost proposals by hourly rates relative to the credentials of the staff proposed.	This is a long term relationship which will vary in hours. We will evaluate based on hourly rates.