**Second Amendment to the Iowa Department of Human Services**

**External Quality Review Services Request for Proposal**

This Amendment to RFP Number MED-22-003 is effective as of May 21, 2021. The RFP is amended as follows:

**Revision 1.** Section 1.3.4 is hereby amended to read as follows:

**1.3.4 Contract Payment Methodology**

1.3.4.1 Pricing. In accordance with the payment terms outlined in this section and the Contractor’s completion of the Scope of Work as set forth in this Contract, the Contractor will be compensated as follows:

The Contractor will be paid a fixed amount for services rendered, in accordance with the pricing set forth in Special Contract Attachment A (i.e. the Cost Proposal).

1.3.4.2 Payment Methodology.

For Protocols 1-5, the Contractor may invoice 80% of the amount for each Protocol in equal monthly installments. The remaining 20% withhold may be invoiced on December 31st of each year, and will be paid upon Agency confirmation that Deliverables have been met according to performance measures and the Agency-approved work plan.

For Protocols 6-9, the Contractor may invoice 80% of the amount for each Protocol requested in the month that the draft report or deliverable is submitted to the Agency. The remaining 20% withhold may be invoiced at the upon Agency acceptance of final deliverables at the conclusion of the requested Protocol, and will be paid upon Agency confirmation that Deliverables have been met according to performance measures and the Agency-approved work plan.

For the Readiness Review, the Contractor may invoice 80% of the amount for each milestone requested in the month that the milestone is acknowledge in wirttin by the Agency as completed. The remaining 20% withhold may be invoiced upon the Agency acknoelegment in writing that the transition of monitoring of outstanding readiness review items to the Agency has been completed, and will be paid upon Agency confirmation that this milestones has been met according to performance measures and the Agency approved work plan.

Determination of whether Deliverables have been met is strictly and solely at the discretion of the Agency. Each invoice will include documentation itemizing all work completed.