

Amendment to

Iowa Insurance Division
RFP# 216-RFP-0418-2023
Insurance License Examination and Continuing Education

Iowa Insurance Division
1963 Bell Ave. #100
Des Moines, IA 50315
August 3, 2023

Pursuant to RFP # 216-RFP-0418-2023 Insurance License Examination and Continuing Education (issued April 4, 2023), Sections 2.1 & 6.1, the Iowa Insurance Division is amending the RFP as follows:

A. Attachment 5 Submission

All vendors must submit the attached document, "Attachment 5," no later than **August 7 at 12:00 p.m.**

B. Resubmission of Bid Sections

Vendors may submit revisions to their RFP responses prior to August 8 for review. Submission of revisions is not required. We ask that bidders that choose to submit revisions only submit the revised sections of their technical and cost proposals. Any revisions submitted must be germane and material to the removed Sections listed in the Amendment dated August 2, 2023. Those submitted revisions must clearly identify the RFP requirement(s) with which they correspond (i.e. 4.3.5.1). All submissions must be provided by **August 7 at 12:00 p.m.** for consideration by the evaluation panel. Late submissions will not be accepted.

C. Vendor Specific Questions

Vendors will be provided an updated list of vendor-specific questions on August 3, 2023. There is no requirement for vendors to answer these questions. Typed answers may be submitted to the division no later than **August 7 at 12:00 p.m.**, should the vendor wish to submit formal answers to these questions. Vendors are encouraged to answer these questions in-person at their presentation on August 8.

D. Best and Final Offer (BAFO)

Vendors will be allowed to resubmit their best and final offers no later than close of business (4:30 p.m. CDT) **August 9, 2023.**

Attachment 5

STATEMENT OF ACKNOWLEDGEMENT OF REVISED RFP REQUIREMENTS, POSTED AMENDMENTS, QUESTIONS & ANSWERS, AND UNPOSTED EMAIL CORRESPONDENCE

[Alterations to this document are prohibited. See RFP Section A 3.2.5.6]

Brad Biren
Iowa Insurance Division
1963 Bell Avenue
Des Moines, IA 50315

RE: Iowa Insurance Division Request for Proposals for Insurance License Testing Services and Continuing Education Program Administration
STATEMENT OF ACKNOWLEDGEMENT OF REVISED RFP REQUIREMENTS, POSTED AMENDMENTS, QUESTIONS & ANSWERS, AND UNPOSTED EMAIL CORRESPONDENCE

Dear Mr. Biren:

By submitting any materials related to their Proposal in response to Iowa Insurance Division Request for Proposals for Insurance License Testing Services and Continuing Education Program Administration after July 13, the undersigned Bidder certifies the following:

I acknowledge that I have read all updated amendments, questions and answers, posted after July 13, 2023, as well as any email correspondence I may have received from the Iowa Insurance Division after that date. I acknowledge that the state adjusted its requirements after the posted proposal due date. I acknowledge that I have read the amendment dated August 2, 2023, and the amendment dated August 3, 2023 that is posted on the state's bidding & opportunities website. Lastly, I understand the changes that were made and had the opportunity and ability to ask for clarification prior to the resubmission of my best and final offer [BOFA] and all other proposal-related materials.

Sincerely,

Signature

Name of Authorized Representative

Title

For

Bidder

Date