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

**Iowa Health Link Request for Proposal**

This Amendment to RFP Number MED-23-005 is effective as of May 3, 2022. The RFP is amended as follows:

**Revision 1.** The Issuing Officer contact information on the first page is hereby amended to read as follows. Note that Bid Proposals that have already been submitted will be automatically routed to the new Issuing Officer.

Shannon Mueller

Iowa Department of Human Services  
1305 East Walnut  
Des Moines, IA 50319-0114  
Phone: 515-393-8408

[RFPMED-23-005@dhs.state.ia.us](mailto:RFPMED-23-005@dhs.state.ia.us)

**Revision 2.** The Procurement Timetable is hereby amended to read as follows:

|  |  |
| --- | --- |
| **Event** | **Date** |
| Agency Issues RFP Notice to Targeted Small Business Website (48 hours): | **February 14, 2022** |
| Agency Issues RFP to Bid Opportunities Website | **February 17, 2022** |
| Bidders’ Conference and Capitation Rate Data Book Presentation | **March 2, 2022**  **10 a.m. to 12:30 p.m.**  Available via [videoconference](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.zoomgov.com%2Fj%2F1616675529%3Fpwd%3DS3NzR3NQeWRtYzd3NmVlbkp0TmhZZz09&data=04%7C01%7Cjbush%40dhs.state.ia.us%7C378270fa55df49d2f0d408d9ebe754f1%7C8d2c7b4d085a4617853638a76d19b0da%7C1%7C0%7C637800201051102410%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=KS76QWrl9QA84XJw7RmecXM4fe87Ey%2Blyl1tXxDev74%3D&reserved=0) |
| Bidder Letter of Intent to Bid Due By | **March 9, 2022**  **3:00 p.m.** |
| Bidder Written Questions (Round 1) Due By | **March 9, 2022**  **3:00 p.m.** |
| Agency Responses to Questions (Round 1) Issued By | **March 25, 2022**  **3:00 p.m.** |
| Bidder Written Questions (Round 2) Due By | **March 31, 2022**  **3:00 p.m.** |
| Agency Responses to Questions (Round 2) Issued By | **April 14, 2022**  **3:00 p.m.** |
| **Bidder Proposals and any Amendments to Proposals Due By** | **May 11, 2022**  **3:00 p.m.** |
| Agency Posts Scoring Guide and Technical Proposal Components | **May 11, 2022** |
| Bidder Presentations of Bid Proposals (*held at the discretion of the Agency*) | **August 9 and 10, 2022** |
| Agency Announces Apparent Successful Bidder/Notice of Intent to Award | **August 31, 2022** |
| Transition Activities Begin | **September 1, 2022** |
| Anticipated Start Date for the Provision of Services | **July 1, 2023** |

**Revision 3.** The following language from RFP Section 2.1, is hereby amended to read as follows. Note that Bid Proposals that have already been submitted will be automatically routed to the new Issuing Officer:

*2.1 Issuing Officer*.

The Issuing Officer is the sole point of contact regarding the RFP from the date of issuance until selection of the successful Bidder. The Issuing Officer for this RFP is:

Shannon Mueller

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1305 East Walnut  
Des Moines, IA 50319-0114

Phone: 515-393-8408

[RFPMED-23-005@dhs.state.ia.us](mailto:RFPMED-23-005@dhs.state.ia.us)

**Revision 4.** The following language from RFP Section 2.23, is hereby amended to read as follows:

***2.23 Presentations****.*

At the discretion of the Agency, the Bidder may be required to provide a presentation of the Bid Proposal on the date(s) provided in the Procurement Timetable unless the Bidder is notified of a change prior to the presentation date(s). The determination as to need for presentations, the location, order, and schedule of the presentations is at the sole discretion of the Agency.

**Revision 5.**  The following language from RFP Section 4.3 is hereby amended to read as follows:

*4.3 Proposal Scoring and Evaluation Criteria.*

The evaluation committee will use the method described in this section to assist with initially determining the relative merits of each Bid Proposal.

**Financial Stability.**

The Agency reserves the right to evaluate Bidder financial stability on a pass/fail basis.

The Agency reserves the right to seek clarification from Bidders in connection with this evaluation.

A representative of the State may review Bidder’s financial information and provide information to the Evaluation Committee for this pass/fail review.

**Scoring Guide.**

The Scoring Guide will be posted on the date indicated in the Procurement Timetable.  
  
**Technical Proposal Components.**

The Technical Proposal Components will be posted on the date indicated in the Procurement Timetable.

**Oral Presentations**

The Agency may hold oral presentations. If presentations of Bid Proposals are requested, presentations may be limited to Bidders within a competitive range as determined at the sole discretion of the Agency. The competitive range comprises the most highly rated Proposals, and Bidders outside this range are removed from further consideration. The Agency reserves the right to create a short list/competitive range regardless of whether the Agency requests Bidder presentations.

The determination order and schedule for the presentations is at the sole discretion of the Agency. Bidders will be given additional instructions on what to prepare, timing, and attendance information prior to the oral presentations. The presentation shall not materially change the information contained in the Bid Proposal. Oral presentations will be evaluated and scored using pre-defined criteria that will be posted on the date indicated in the Procurement Timetable.

**Scoring of Technical Proposals**

The combined, weighted scores for the Written Technical Proposal and the Oral Presentation will be considered the total technical score for that Bidder.  
 **Scoring of Cost Proposal Pricing.**

There will be no Cost Proposals required and no points assigned to cost. The Agency via its actuary will establish draft capitation rates for each covered population, which will ultimately be replaced with final actuarially sound capitation rates prior to the July 1, 2023, Contract start date. These draft rates are not approved by CMS. Bidders must explicitly acknowledge acceptance of all preliminary capitation rates as calculated and rate methodology (as a basis for subsequent contract year capitation rates) as a condition of submitting a responsive Bid Proposal (please see Transmittal Letter in Section 3.2.1). See the Capitation Rate Data Book in the Bidder’s Library, which will be posted on or around March 1st, 2022.