

PENNSYLVANIA HEALTH INSURANCE EXCHANGE AUTHORITY

Date:	May 6, 2020
Subject:	Answers to Questions and Revised Cost Submittal Worksheet
Solicitation:	RFP# PHIEA 20-01 Exchange Assister Services
Due Date/Time:	May 15, 2020 12:00 PM
Addendum Number:	5

To All Suppliers:

The Commonwealth of Pennsylvania defines a solicitation "Addendum" as an addition to or amendment of the original terms, conditions, specifications, or instructions of a procurement solicitation (e.g., Invitation for Bids or Request for Proposals), including but not limited to questions and answers, which are considered a material part of the solicitation.

Please see the following update:

Addendum 5 does the following:

- 1. Posts answers to questions posed to the Issuing Officer between April 24, 2020 and May 5, 2020.**

Note: Question 4 resulted in corrections to two formulas in Appendix B – Cost Submittal Worksheet. See Addendum # 5 REVISED APPENDIX B - Cost Submittal Worksheet posted under Addendum # 5 Final Questions & Answers on eMarketplace which replaces the original Appendix B and should be submitted with the Offeror's proposal submittal.

Except as clarified and amended by this Addendum, the terms, conditions, specifications, and instructions of the solicitation and any previous Addendum(s), remain as originally written.

Regards,



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RFP # PHIEA 20-01 Exchange Assister Services
Addendum 5 - Questions & Answers

1. **Question** – This requirement states, “The proposal should not be more than 30 pages, excluding appendices and resumes.” Please confirm this is in reference to RFP Section I-12.B.1.b - **Part II** Technical Submittal only and excludes the forms (Appendices A, C, D and E.)

Answer – This requirement is in reference to RFP Section I-12.B.1.b - **Part III** Technical Submittal only and excludes the forms (Appendices A, C, D and E.)

2. **Question** – Please confirm the page count defined in Section I-13, Economy of Preparation excludes the subcontracting plan (III-2.C) and the emergency response continuity of operations plan (III-6.F).

Answer – The staff resumes for RFP Section III-2.C, Subcontractors are excluded from the page count, however the higher level information about the subcontractors should be included in the page count. The pages required for the response for RFP Section III-6.F, Emergency Preparedness are also excluded from the page count.

3. **Question** – Please confirm that a Respondent’s financial statements and Dunn & Bradstreet report can be included in an Attachment to the Technical Proposal and not included in page count.

Answer – That is confirmed.

4. **Question** – In order for Respondents to have a consistent start date for the proposals, can the Commonwealth please provide an anticipated start date for the project?

Answer – The estimated Start Date will be no later than the end of August 2020 (which is subject to change).

5. **Question** – While we were reviewing, we think we found an error in the formula on the Cost Submittal Worksheet at cells P50 and D69, can you please take a look at them?

Answer – Both cells contained incorrect formulas. They have been corrected and the revised worksheet is posted as **Addendum # 5 REVISED APPENDIX B - Cost Submittal Worksheet**.