



Solicitation Addendum

Solicitation Number: 30-2019-052DHB
Solicitation Description: Healthy Opportunities Lead Pilot Entity
Solicitation Opening Date and Time: January 21, 2020 2:00 PM ET
Addendum Number: 1
Addendum Date: November 12, 2019
Addendum Description/Purpose: Update LPE RFP Preproposal Conference Instructions
Contract Specialist: Deidra Jones, Contract Specialist
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NOTIFICATIONS AND INSTRUCTIONS:

1. Offerors that respond to this RFP should return one properly executed copy of this Addendum with its response. Failure to sign and return this Addendum may result in the rejection of Offeror's proposal.
2. The Department requests that **everyone** attending the LPE RFP Preproposal Conference carefully read and follow the instructions outlined in this Addendum.

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Section II.D.2. Preproposal Conference is revised and restated in its entirety as follows:

2. Preproposal Conference

- a. The Department will hold a Preproposal Conference on **November 15, 2019, 11:30 AM ET at the North Carolina State University, McKimmon Conference and Training Center, 1101 Gorman St, Raleigh, NC 27606.**
- b. The purpose of the conference is to allow the Department to review the Healthy Opportunities LPE RFP to provide potential Offerors with a clear understanding of the key components of the RFP, its requirements and the proposal submission process.
- c. While attendees may ask questions at the Preproposal Conference, the Department is not required to respond during the conference. The Department will respond to written questions from potential Offerors per the process described in this RFP.
- d. Potential Offerors are not required to attend the Preproposal Conference in order to submit responses to this RFP.
- e. To ensure adequate accommodations, **potential Offerors are required to pre-register for the conference by sending an email with “LPE RFP Preproposal Conference” in the subject line to Medicaid.Procurement@dhhs.nc.gov** stating the following:
 - i. Organization or entity name,
 - ii. Names of the individuals or representatives to attend,
 - iii. Current role or title of each individual or representative,
 - iv. Whether attendance will be in person or by dial in, and
 - v. Requests for a sign language interpreter or other accommodations.

Potential Offerors must pre-register at this email address no later than 1:00 PM ET on November 14, 2019. There is no limit to the number of representatives potential Offerors may bring.

- f. In person attendance at the preproposal conference is preferred, but participation will also be available by dial in conference call at the following number:

1-888-204-5984

Access Code: 5022096

- g. Audio and video recording will not be permitted. Statements and materials discussed at the conference are informational only, are not binding upon the Department and do not replace reading, reviewing and complying with this RFP.
- h. Attendees will be required to check in upon arrival to the conference by signing the attendance roster. Attendees should bring a copy of the RFP to the conference, if needed. The Department will not provide paper or digital copies of the RFP during the conference.

Execute Addendum #1:

Offeror: _____

Authorized Signature: _____

Name and Title (Typed): _____

Date: _____