

REQUEST FOR PROPOSALS

ADDENDUM # 1

ISSUED: September 28, 2012

**RFP NUMBER: CSP900314
INDEX NUMBER: DAS023**

The State of Ohio, through the Department of Administrative Services, Office of Procurement Services, for the Ohio Department of Agriculture, Division of Plant Health is requesting proposals for :

VISION PROGRAM FOR EXEMPT STATE OF OHIO EMPLOYEES

Attached is page 7 to this Request for Proposal (RFP). Remove the corresponding page from the existing RFP and replace with the attached.

Reason for Addendum. This addendum is issued to remove a reference to Sections D and E on page 7 of this RFP.

PROPOSAL DUE DATE:	October 19, 2012 by 1:00 p.m.
OPENING LOCATION:	Department of Administrative Services General Services Bid Desk 4200 Surface Road Columbus, Ohio 43228-1395

This withdrawal option will allow any Offeror to remove its Proposal from active consideration should the Offeror feel that the addendum changes the nature of the transaction to the extent that the Offeror's Proposal is no longer in its interests. Alternatively, DAS may allow Offerors that have Proposals under active consideration to modify their Proposals in response to the addendum, as described below.

Whenever DAS issues an addendum after the Proposal due date, DAS will tell all Offerors whose Proposals are under active consideration whether they have the option to modify their Proposals in response to the addendum. Any time DAS amends the RFP after the Proposal due date, an Offeror will have the option to withdraw its Proposal even if DAS permits modifications to the Proposals. If the Offerors are allowed to modify their Proposals, DAS may limit the nature and scope of the modifications. Unless otherwise stated in the notice by DAS, modifications and withdrawals must be made in writing and must be submitted within ten (10) business days after the addendum is issued. If this RFP provides for a negotiation phase, this procedure will not apply to changes negotiated during that phase. Withdrawals and modifications must be made in writing and submitted to DAS at the address and in the same manner required for the submission of the original Proposals. Any modification that is broader in scope than DAS has authorized may be rejected and treated as a withdrawal of the Offeror's Proposal.

PROPOSAL SUBMITTAL. Each Offeror must submit as part of its Proposal package the following:

1. The Technical/Cost Proposal shall include the following:

- A. *A written response to this RFP document, including items as shown in Attachment Two of this document. This written response must be clearly marked "CSP900314 RFP – Technical/Cost Proposal on the outside of each Technical/Cost Proposal package's envelope. Each Offeror must submit one (1) original, completed and signed in blue ink, and seven (7) CD-ROM copies for a total of eight (8) Proposal packages. Also included in this Technical/Cost Proposal package should be a hard copy of the Offeror's responses to Items B and C below.
- B. Completion of online Proposal Questionnaire on the Hewitt Health Resources (HHR) online procurement tool. These responses must be completed in the tool and submitted prior to the Electronic Web Response proposal due date and time noted.

The Proposal Questionnaire shall include the following:

Completion of all seven (7) sections including the attachments on the Hewitt Health Resources (HHR) online procurement tool.

The Hewitt Health Resources (HHR) online procurement tool is accessed at: www.hewitthealthresource.com. To ensure confidentiality and accuracy of responses, a password will be provided to those Offerors responding to the RFP. Click on the following link to request a password and access to the HHR tool: www.hewitthealthresource.com. Alternatively, Offerors can e-mail as follows to request access to the HHR tool:

Email: hr_help@hewitt.com

- C. Completion of the attachments found on the Hewitt Health Resources (HHR) online procurement tool. The following attachments must be completed and attached to the online response in the HHR tool and submitted prior to the Electronic Web Response due date and time noted.

State of Ohio Provider Match.zip
State of Ohio Network Access.zip
State of Ohio In Network Changes Request.xls

The Offeror must submit, in the sealed Technical/Cost Proposal package, one paper copy and one electronic copy on a CD-ROM of the following items: a complete copy of the response to this RFP document (Item A above) in Microsoft Office (Word) 2003 or higher, and a copy of the Offeror's responses to the online Proposal Questionnaire (Item B above) in PDF format as well as the attachments to the online response (Items C above)— in Microsoft Excel and Access with no change in format of the documents other than the input of responses as directed. These files should be submitted with a zip file.

*Indicates removal of the reference to sections D and E.