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NOTICE TO PROSPECTIVE PROPOSERS

ADDENDUM 1

TO

RFP No. 15MC-SA011, CONSUMER ORGANIZATION PREMIUM RATE REVIEW

The purpose of this Addendum is to post a **Revised Page 1** that increases the total amount to be awarded under this RFP. This document replaces the original Page 1. Please review the revision thoroughly and submit your proposals accordingly. Proposals are due no later than February 26, 2016 at 4:00 p.m.

A. PURPOSE AND DESCRIPTION OF SERVICES

The Department of Managed Health Care (DMHC) is seeking proposals from private non-profit consumer advocacy organizations to provide regular and constructive comments to DMHC as part of the DMHC Rate Review Process. Our goal is to enhance the review and subsequent decision of health plan premium rate filings through increased involvement of a consumer advocacy organization (the Contractor).

A detailed description of the services to be provided is included in Section E, Scope of Work.

The federal grant awarded to DMHC requires that the Contractor provide input and comments on premium rate review filings. The input and comments on the premium rate review filings will need to include an analysis of specific rate review criteria as defined through California Health and Safety Code Section 1385.03 for individual and small group premium rate filings. The Contractor will provide comments to DMHC on behalf of California consumers that purchase health insurance coverage from health plans.

The DMHC intends to award one (1) Agreement, to one (1) Proposer, but shall not guarantee any specific volume of work once the award is made. The total amount awarded under this RFP is ~~\$50,000~~ **\$100,000** for one (1) Agreement. For each proposal submitted, the total cost of all deliverables and tasks cannot exceed the specified Agreement amount.

The DMHC reserves the right to extend the Agreement for an additional one (1) year term at the same rates and maximum dollar amount per year as the original Agreement. Agreement extensions are subject to satisfactory performance, funding availability, and approval by DGS.

B. ADMINISTRATIVE REQUIREMENTS

The successful Proposer who is awarded an Agreement must fulfill the following Administrative Requirements, prior to commencing work, and are responsible for any fees or expenses, including time, for completing these items:

1. **Security Awareness Training** - Per State policy, (State Administrative Manual (SAM) Sections 5305.1; 5320.1; 5320.2) the DMHC must provide for the proper use as well as protection of its information assets and arrange for an annual basic security and privacy awareness training. As such, DMHC Contractors (including subcontractors) providing contractual services to DMHC and/or accessing State Resources must complete the designated DMHC online Information Security Awareness and Privacy Training as part of attaining access to DMHC information assets and/or commencing work on a contract.
2. **Statement of Economic Interests (Form 700)** - The California Political Reform Act requires individuals holding positions designated within an agency's conflict of interest code to file an annual Statement of Economic Interests (Form 700). The DMHC's conflict of interest code designates "Consultants" among the positions that must file a Form 700. Your employees or independent contractors have been designated as such consultants and are required to file an original Form 700 with the DMHC. (See Government Code Sections 82019 and 87302). Each of your employees and contractors performing work under the Agreement must file a Form 700 within 30 days of beginning work under the contract, annually thereafter, and within 30 days after stopping to perform work under the contract (leaving office statement).
3. **Ethics Certification** - The Government Code requires all officials, employees and contracted consultants designated to file a Form 700, to also complete an Ethics Certification when first assuming a designated position and then every odd numbered year thereafter. In some cases, this means that consultants may be required to complete the Ethics Certification two years in a