

Addendum No. 5
 Department of Human Services
BENEFITS ELIGIBILITY SOLUTION PROJECT
 Solicitation No. RFP-HMS-904-17-01-S
 October 4, 2016

This Addendum No. 5 includes changes, omissions and clarifications to Solicitation No. RFP-HMS-904-17-01-S, as amended (hereinafter referred to as the “Solicitation”). All other terms, provisions, and conditions of the solicitation published on July 6, 2016 and in subsequent amendments, shall remain in full force and effect.

Table 1 RFP Schedule and Significant Dates (page 10) has been amended (in Ramseyer format) as follows:

Procurement Schedule	
Release of the RFP	July 6, 2016
Mandatory Vendor Registration Due	August 5, 2016
Pre-Proposal Conference	August 12, 2016
Questions Due	August 18, 2016
State’s Responses to Vendor Questions	September 2, 2016
Letter of Intent to Submit a Proposal Due	September 9, 2016
Proposals Due <u>for all items except for the two (2) items listed below</u> (4:00 p.m., HST)	Thursday, October 13, 2016
<u>Optional new due date for these two (2) items only: Exceptions (Section 5 of Template T-2) and Cost Work Book (Template C1)*</u>	<u>Monday, October 24, 2016 (4:00 p.m., HST)</u>
Vendor Demonstrations / Oral Presentations (anticipated)	November <u>9 - 22</u> [14], 2016
Notice of Award (anticipated)	December 15, 2016
Contract Execution (anticipated)	February 7, 2017

*Instructions for Vendors who will submit the Exceptions and the Cost Work Book on or before the optional new due date:

1. Submit Template T-2 A v6.5 with the rest of the proposal on or before the October 13, 2016 due date

2. Submit the Exceptions (Template T-2 B v6.5) and the Cost Work Book (Template C1) by email no later than 4:00 p.m. HST on October 24, 2016, together with a signed cover letter in PDF format, to the following address:
BESSDIntegratedSystem@dhs.hawaii.gov

3. Deliver six (6) hard copies of the Exceptions, two (2) hard copies of the Cost Work Book, and the cover letter with the original “wet” signature within one week of the above due date, to the following address:

Department of Human Services
Benefit, Employment & Support Services Division
820 Mililani Street, Suite 606
Honolulu, HI 96813
Attention: Alfredo Lee

2.2.5.1 Proposal Submission Details (paragraph 1, page 26) has been amended (in Ramseyer format) as follows:

The Vendor must submit ~~twelve (12)~~ six (6) hard copies and one (1) soft copy of the Proposal. One (1) hard copy of the Proposal must be clearly identified on the cover and packaging as the Proposal ORIGINAL and must contain a “wet” original signature, in blue or black ink, by the person authorizing submission on behalf of the Vendor. The soft copy (e.g., searchable pdf) may be submitted on CDs, DVDs and/or USB storage devices. The Vendor should make reasonable attempts to ensure that the soft copy media is “locked” to avoid unintentional changes to the submission.

Template T-2 v6.4 has been separated into two templates (T-2A v6.5 and T-2B v6.5) for Vendors who have decided to take advantage of the optional due date as describe in Table 1. (Vendors submitting the entire proposal on or before October 13, 2016 shall continue to use Template T-2 v6.4.)