**Commonwealth of Virginia**

**Department of Human Resource Management**

**Administrative Services for fully-insured voluntary TRICARE supplemental health coverage**

**RFP # OHB18-01**

**Addendum # 1**

**January 4, 2017**

**Please sign this form and include as a part of your submission.**

**X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**This addendum addresses all questions received through Wednesday,**

**January 4, 2017.**

**NOTE: Section 6.6 Criteria should read, “Proposals will be evaluated on five criteria.”**

**1 – This link found in the RFP is no longer valid. Is there a replacement link?**

**Response:** <http://www.dhrm.virginia.gov/procurement/requestforproposals>

**2 – The RFP mentions a couple of different ways the RFP should actually be mailed. Section 5.2.1 says in a loose-leaf notebook and section 6.0 says a binder with tabs. Are these the same thing and if not which is preferred and what is a loose-leaf notebook?**

**Response: Binder with tabs**

**3 – Question 26 of the Technical Questionnaire asks “Describe innovations and creative solutions you are proposing to meet the Commonwealth’s need around the requested services”. Is this question:**

 **1. In regards to plan changes?**

 **2. Process and program changes?**

 **3. Or around ways to potentially grow the plan?**

**Response: Please include any innovative and creative solutions that you have to any aspects of the RFP in your answer to question 26.**