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STATE OF WASHINGTON

**HEALTH CARE AUTHORITY**

 626 8th Avenue • P.O. Box 42702 • Olympia, Washington 98504-2702

July 20, 2018

TO: Potential Bidders

FROM: RFP Coordinator

SUBJECT: RFP 2722 – SEBB Group Vision Plans

The purpose of Amendment seven (7) to RFP 2722 is as follows:

* Update Section A.2 *Procurement Schedule* to extend the response due date, change the evaluation period, announcement of ASB data, debrief period, and contract negotiations period.
* Add a new Appendix 8 – NON-DISCLOSURE AGREEMENT. This Agreement must be signed and returned to the RFP Coordinator in order to receive the specified census data.

Please note:

* All communication regarding this RFP must be directed to the RFP Coordinator at contracts@hca.wa.gov. All other communication will be considered unofficial and non-binding on HCA. Communication directed to parties other than the RFP Coordinator may result in disqualification of the potential Bidder.
* Proposals are due **July 30, 2018 by 5:00 pm (PT)**.

Thank you,

Ellen Wolfhagen

RFP Coordinator

contracts@hca.wa.gov

Section A.2 *Procurement Schedule* is revised as follows:

|  |  |
| --- | --- |
| Issue Request for Proposals | June 27, 2018 |
| (Mandatory) Letter of Intent Due | July 11, 2018 – 3:00 pm (PT) |
| Round 1 Bidder Questions Due | July 11, 2018 – 3:00 pm (PT) |
| Round 1 HCA Answers Posted | July 16, 2018 |
| Round 2 Bidder Questions Due | July 18, 2018 – 3:00 pm (PT) |
| Round 2 HCA Answers Posted | July 23, 2018 |
| Proposals Due | **July 30, 2018 – 5:00 pm (PT)** |
| Evaluate Proposals | July 31 – August 8, 2018 |
| Announce “Apparently Successful Bidder” and send notification via e-mail to unsuccessful Bidders | August 10, 2018 |
| Debrief Period | August 21-23, 2018 |
| Contract Negotiations | August 31 - November 1, 2018 |
| Anticipated Award Date | November 9, 2018 |

New dates are shown in red

RFP 2722 APPENDIX 8 - NON-DISCLOSURE AGREEMENT

**Statement of Confidentiality**

Between

**WASHINGTON STATE HEALTH CARE AUTHORITY (HCA)**

And

**[Insert Vendor’s Legal Name and remove brackets: EXAMPLE: ABC COMPANY]**

Vendor’s Employee Name and/or Subcontractor or Subcontractor’s Employee Name:

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Please Print)

[Insert Company Legal Name AND remove brackets] will have access to a subset of the SEBB Program data collected through two different sources: Office of the Superintendent of Public Instruction’s (OSPI) F275 report, which is publicly available, and Carrier claims data, by way of the Washington K-12 Legislated Data request, strictly for the purposes of submitting a response to Request for Proposals (RFP) 2722, SEBB Program Group Vision Plans. The OSPI report was accessed by HCA in December 2017 and Carrier claims data was received on or around April 30, 2018. This information is confidential and private and Vendor is responsible for maintaining this confidentiality and privacy. Before Vendor is allowed access to this information, Vendor is required to sign this statement.

The different data sets available at this time, which HCA can share, were pulled at different times and based off of different sets of data received: 1) enrollment counts by zip code for Subscribers and Dependents for 2016-2017 (Carrier claims data) and 2) year of birth and gender data (OSPI’s report).

Please note that the data provided is aggregate data received by the Health Care Authority (HCA), and does not encompass a complete picture of the populations to be served under this RFP. The data is subject to change by HCA after the Apparently Successful Bidder(s) are announced, based on then-current data. Bidders are advised that they should rely upon their own experts and their own sources when responding to this RFP. HCA is not liable in any way to any bidder with respect to the data conveyed by HCA to the bidders under this RFP.

**Confidentiality/Safeguarding Of Information** -- The Vendor shall not use or disclose this information for any purpose not directly connected with the response to RFP 2722, except with prior written consent of HCA, or as may be required by law.

**Privacy** -- This information shall be used solely for the purposes of this RFP. Vendor agrees not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons this information without the express written consent of the HCA or as provided by law. Vendor agrees to implement physical, electronic and managerial safeguards to prevent unauthorized access to this information.

The HCA reserves the right to monitor, to audit, or investigate the use of this information. The monitoring, auditing or investigating may include but is not limited to “salting” by the HCA. Salting is the act of placing a record containing unique but false information in a database that can be used later to identify inappropriate disclosure of data contained in the database.

Any breach of this provision may result in actions to be determined by the HCA, and the demand for return of all information. The Vendor agrees to indemnify and hold harmless the HCA for any damages related to the Vendor’s unauthorized use of this information.

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Signature of Employee/Subcontractor Date