



ADDENDUM #1

RFP-2024-DLTSS-01-HEALT

Health Care Coordination for Children with Special Health Care Needs

(Changes are in ***bold, underlined and italicized text*** below to enable vendors to quickly recognize changes in paragraphs and/or wording.)

On March 6, 2023, the New Hampshire Department of Health and Human Services published a Request for Proposals, to enhance the system of care with community-based, family centered care coordination for children with special healthcare needs (CSHCN), birth to twenty-one (21) years of age, and their families.

The Department is publishing this addendum to:

1. Delete and replace Section 1, Purpose and Overview, Subsection 1.2, Key Information, Funding Section, with the following:

Funding for the resulting contract(s) is anticipated to be approximately:

\$1,045,000 per State Fiscal Year (SFY) for a total of \$2,090,000 over two-year period, inclusive of all contracts awarded. Approximately **\$80,000 per SFY (\$160,000 for two-year period)** will be available as a shared price limitation for approved environmental modifications and reimbursement to eligible families for health related expenses.

2. Delete and replace Section 2, Statement of Work, Subsection 2.3, Finance and Program Sustainability, Paragraph 2.3.1, with the following:

2.3.1 The selected Vendor(s) must complete **Appendix E**, Budget Sheet and **Appendix F**, Program Staff List for each State Fiscal Year (July 1 through June 30). This is not a low cost award.

3. Delete and replace Section 2, Statement of Work, Subsection 2.3, Finance and Program Sustainability, Paragraph 2.3.2, with the following:

2.3.2. The selected Vendor(s) must provide a Budget Narrative that explains the specific line item costs included in the **Appendix E**, Budget Sheet and their direct relationship to meeting the objectives of this RFP. The Budget Narrative must explain how each position included in **Appendix E**, Program Staff List pertains to the proposal and what activities they will perform.

4. Delete and replace Section 2, Statement of Work, Subsection 2.3, Finance and Program Sustainability, Paragraph 2.3.4, with the following:



- 2.3.4. The selected Vendor(s) may utilize a shared price limitation of approximately \$80,000 for expenses to support eligible families, distributed by the Department based on regional need.**
- 5. Delete and replace Section 3, Solicitation Response Evaluation and Awards, Subsection 3.2, Cost Proposal Evaluation Criteria, Paragraph 3.2.1, with the following:**
- 3.2.1. The Budget Sheet (**Appendix E**) will be scored based on the following criteria:
- 6. Delete and replace Section 3, Solicitation Response Evaluation and Awards, Subsection 3.2, Cost Proposal Evaluation Criteria, Paragraph 3.2.2, with the following:**
- 3.2.2. The Program Staff List (**Appendix F**) will be scored based on the following criteria:
- 7. Delete and replace Section 6, Solicitation Response Requirements, Subsection 6.3, Technical Response Contents, Paragraph 6.3.3, Subparagraph 6.3.3.1, with the following:**
- 6.3.3.1. Vendor Code Number - Prior to executing any resulting contract(s), the selected Vendor(s) will be required to provide a vendor code number issued by the State of New Hampshire Department of Administrative Services upon registering as an authorized vendor with the State. Vendors are strongly encouraged to provide a vendor code number in the **Appendix C** if available. More information can be found at: <https://das.nh.gov/purchasing/vendorresources.aspx>
- 8. Delete and replace Section 6, Solicitation Response Requirements, Subsection 6.3, Technical Response Contents, Paragraph 6.3.6, Cost Proposal Contents, Subparagraph 6.3.6.1, with the following:**
- 6.3.6.1. Appendix E, Budget Sheet – Vendors must complete an **Appendix E**, Budget Sheet, including the Budget Narrative column, for each State Fiscal Year (July 1 through June 30). This is not a low cost award.
- 9. Delete and replace Section 6, Solicitation Response Requirements, Subsection 6.3, Technical Response Contents, Paragraph 6.3.6, Cost Proposal Contents, Subparagraph 6.3.6.2, with the following:**
- 6.3.6.2. Appendix F, Staff List - Vendors must complete an **Appendix F**, Staff List for each State Fiscal Year (July 1 through June 30).