

**Request for Proposals: Administrative Services for Prescription Drug  
Benefits  
RFP # OHB08-7  
Issued: September 15, 2008**

**ADDENDUM # 3  
Issued: October 17, 2008**

**This Addendum incorporates certain general comments, general corrections to the RFP, and answers to questions received after the release of Addendum #2.**

**GENERAL**

**The submission date was changed per Addendum # 1 to 2:00pm local prevailing time on November 3, 2008. This additional time will allow the Commonwealth to identify finalists in the PPEA procurement OHB08-2.**

**We anticipate that this will be the final Addendum, and any further questions or clarifications will be discussed during the next stage of the procurement with “finalists”.**

General Changes to Released RFP:

1) Exhibit 2, Sec. B requests that we provide information regarding our utilization of DMBE-certified small businesses that can also be minority or women-owned. Please clarify if minority or women-owned businesses that are not small could be included.

The Department is interested in seeing your proposal for incorporating Small Businesses that are certified by the Department of Minority Business Enterprises (DMBE).

2) Also in Exhibit 2, it is requested that we provide how much we are spending with DMBE-certified businesses. Is there a targeted percentage that COVA requires to be spent with these businesses and if so, what is that percentage?

The Department is interested in maximizing our spending with Small Businesses certified by DMBE.

3) The RFP (Sec. 6.1) states that we are to redline our demurrals. Can you please clarify whether or not you want us to only include the items where we are deviating/clarifying or should we include the RFP in its entirety and only comment where we are deviating/clarifying?

The requirement is to clearly indicate that you agree/disagree with each item in the RFP.