



DEPARTMENT OF
BUDGET & MANAGEMENT

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**Amendment #3 to
Request for Proposals (RFP)
Consultant and Actuarial Services for State Employee and Retiree Benefits Program
Project No. F10R7200001
October 2, 2006**

Ladies and Gentlemen:

This Amendment is being issued to amend and clarify certain information contained in the above named RFP and Contract. All information contained herein is binding on all Offerors who respond to this amendment. Section 3.3.10 of the RFP has been amended. The following addition is listed below; new language has been double underlined and marked in bold (**ex. new language**).

1. Revise, RFP Section 3.3.10, HIPAA Business Associate Requirements as follows:

Upon termination of the Contract, for any reason, the Contractor shall maintain all records created under the Contract as required by the Contract and shall extend the protections of this RFP and the Contract to the PHI contained in those records for so long as the Contractor maintains the PHI. All such records containing PHI shall be destroyed at the expiration of the record retention period required by the Contract, **with the exception of the PHI in records of actuarial determinations that Contractor needs to maintain for archival purposes relating to memorializing advice provided. The Contractor shall notify the Department of its intent to maintain PHI for such archival purposes and shall extend all administrative, security and privacy protections of the RFP and the Contract to any such retained PHI.**

By

Joy Epstein
Procurement Officer

~Effective Resource Management~

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