

ATTACHMENT N-0: ALL MODULES MINIMUM REQUIREMENTS RESPONSE**Minimum Requirements – All Modules**

Vendors bidding on any Module(s) must respond to the following Minimum Requirements in addition Module specific Minimum Requirements.

CERTIFICATION OF FINANCIAL CONDITION AND ATTACHMENT F

1. Vendor must complete, sign, and submit Attachment F: Certification of Financial Condition and demonstrate financial stability. In addition, Vendor shall provide audited or reviewed financial statements prepared by an independent Certified Public Accountant (CPA) for the two (2) most recent fiscal years that shall include, at a minimum, a balance sheet, income statement (i.e., profit/loss statement), and cash flow statement and, if the most recent audited or reviewed financial statement was prepared more than six (6) months prior to the issuance of this RFP, Vendor shall also submit its most recent internal financial statements (balance sheet, income statement, and cash flow statement or budget), with entries reflecting revenues and expenditures from the date of the audited or reviewed financial statement, to the end of the most recent financial reporting period (i.e., the quarter or month preceding the issuance date of this RFP). Vendor is encouraged to explain any negative financial information in its financial statement and is encouraged to provide documentation supporting those explanations. Consolidated financial statements of Vendor's parent or related corporation/business entity shall not be considered, unless: 1) Vendor's actual financial performance for the designated period is separately identified in and/or attached to the consolidated statements; 2) the parent or related corporation/business entity provides the State with a document wherein the parent or related corporation/business entity shall be financially responsible for Vendor's performance of the Contract and the consolidated statement demonstrates the parent or related corporation's/business entity's financial ability to perform the Contract, financial stability, and/or such other financial considerations identified in the evaluation criteria; and/or 3) Vendor provides its own internally prepared financial statements and such other evidence of its own financial stability identified above.

Confirm that Vendor is financially stable and has provided a completed Attachment F and the required financial statements.

☐ Confirmed

☐ Not Confirmed

Vendor Response:

ATTACHMENT B: INSTRUCTIONS TO VENDORS

2. Vendor must confirm it agrees to Attachment B: Instructions to Vendors without exception.

☐ Confirmed

☐ Not Confirmed

ATTACHMENT C: GENERAL TERMS AND CONDITIONS

3. Vendor must confirm it agrees to Attachment C: General Terms and Conditions without exception.

☐ Confirmed

☐ Not Confirmed

ATTACHMENT D: CUSTOMER REFERENCE TEMPLATE

4. Vendor must complete and submit Attachment D: Customer References Template. Confirm that completed Attachment D is included in the response:

☐ Confirmed

☐ Not Confirmed

ATTACHMENT E: LOCATION OF WORKERS UTILIZED BY VENDOR

5. Vendor must complete and submit, without exception, Attachment E: Location of Workers Utilized by Vendor.

Confirm that completed Attachment E is included in the response:

☐ Confirmed

☐ Not Confirmed

ATTACHMENT G: PROPOSAL SUBMISSION INFORMATION FORM

6. Vendor must complete, sign, and submit Attachment G: Proposal Submission Information form.

Confirm that completed Attachment G is included in the response:

☐ Confirmed

☐ Not Confirmed

ATTACHMENT H: HIPAA QUESTIONNAIRE

7. Vendor must be HIPAA compliant and must complete, sign, and submit Attachment H: HIPAA Questionnaire and provide copies of the Vendor's HIPAA privacy and security policies. If the Vendor maintains that any information contained in the HIPAA privacy and security policies is proprietary or otherwise confidential, the Vendor may Redact these portions in accordance with the instructions in Section V, paragraph 24 of Attachment B: Instructions to the Vendors and supply the un-Redacted portions for review.

Confirm HIPAA compliance and that completed Attachment H is included in the response:

☐ Confirmed

☐ Not Confirmed

ATTACHMENT I: BUSINESS ASSOCIATE AGREEMENT

8. Vendor must complete, sign, and submit Attachment I: Business Associate Agreement (BAA).

Confirm that completed Attachment I is included in the response:

☐ Confirmed

☐ Not Confirmed

ATTACHMENT K: DATA USE AGREEMENT

9. Vendor shall complete, sign, and submit Attachment K: Data Use Agreement.

Confirm that completed Attachment: K is included in the response:

☐ Confirmed

☐ Not Confirmed

ATTACHMENT L: MINIMUM INFORMATION SECURITY REQUIREMENTS AND ADDITIONAL REQUIREMENTS

10. Vendor must confirm it will meet the requirements of Attachment L: Minimum Information Security Requirements and the additional security requirements set forth below.

Vendor must confirm it will meet the requirements of Attachment L: Minimum Information Security Requirements.

☐ Confirmed

☐ Not Confirmed

Vendor must confirm without exception the sufficiency of its security standards, tools, technologies, and procedures in providing services under the Contract.

☐ Confirmed

☐ Not Confirmed

The Vendor agrees that the Plan has the right to independently evaluate, audit, and verify such requirements as part of its evaluation and during the life of the Contract, including requesting the performance of a penetration test with satisfactory results. The Plan will verify any such third-party security opinions or attestations annually during the life of the Contract, and the Vendor will be required to provide an updated report or bridge letter verifying that there have been no material changes in the controls reported since the issuance of the last report. Bridge letters will only be accepted for three months after the report expiration date to satisfy this requirement.

☐ Confirmed

☐ Not Confirmed

The Vendor agrees that the Plan has the right to, based upon its evaluation, require that the Vendor maintain cyber breach liability insurance coverage in an amount specified by the Plan and/or commit to obtaining a favorable third-party opinion or attestation within a time period specified by the Plan as a condition of Contract award. The Vendor shall provide documentation of the amount of cyber breach liability insurance that it currently carries for all Vendor and/or third-party Data Centers and systems to be used to provide the Services under this Contract that will contain Plan Data. If the Vendor is currently undergoing a third-party security assessment of such Data Centers or information technology systems that complies with NIST SP 800-53REV. 5 (Or most recent revision), the Vendor shall provide proof of purchase or a copy of its contract with the third party retained to perform the audit and the expected date for completion.

☐ Confirmed☐ Not Confirmed

The Plan understands that security assessment reports and security information provided to the Plan for the purpose of this Contract may contain confidential information and/or trade secrets. Refer to Section V, Paragraph 24 of Attachment B: Instructions to Vendors for information regarding the treatment of Confidential Information.

Vendor Response:

ATTACHMENT M: INFORMATION TECHNOLOGY SERVICES INVENTORY WORKSHEET

11. Vendor must complete Attachment M: Information Technology Services Inventory Worksheet. Confirm completed Attachment M is included in Vendor's response:

☐ Confirmed☐ Not Confirmed