

AMENDMENT # 4

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION
OFFICE OF GROUP BENEFITS**

**NOTICE OF INTENT TO CONTRACT (NIC)
FOR
MENTAL HEALTH AND SUBSTANCE ABUSE**

Issued November 22, 2005

SECTION III

SCHEDULE OF EVENTS

A. Time Line

Public notice by advertising in the official journal of the State	October 26, 2005
NIC mailed or available to prospective Proposers Posted to OGB Website; Posted to LAPAC	October 26, 2005
Deadline to notify OGB of interest to submit a Proposal (MANDATORY)	November 15, 2005
Deadline to receive written questions	November 15, 2005
Issue answers to written questions	November 16, 2005
Deadline to receive final written questions (After review of original written questions)	November 18, 2005
Deadline to answer final written questions	November 22, 2005
Proposers Conference – (MANDATORY)	November 29, 2005
Proposals due	December 9, 2005
Finalist's interviews/site visits	TBD
Probable selection and notification of award	TBD
Contract effective date	July 1, 2006

NOTE: The OGB reserves the right to deviate from this schedule.

A. Mandatory – Notification to OGB of Interest to Submit a Proposal

All interested Proposers shall notify OGB of its interest in submitting a proposal on or before date listed in the Schedule of Events. Notification should be sent to:

Brenda St.Romain
Deputy Assistant Secretary
Office of Group Benefits
Post Office Box 44036
5825 Florida Blvd. 2nd Floor
Baton Rouge, LA 70804
Fax: (225) 925-4721
E-Mail: bstromain@ogb.state.la.us

NOTE: Proposals will only be accepted from Proposers that have met this requirement of notification to OGB of their interest to submit a proposal.

C. Written Questions

Written questions regarding the NIC are to be submitted to and received on or before 4:00 p.m. Central Standard Time (CST) on the date listed in the Schedule of Events. Written questions should be directed to the address listed on Page 19, Section B.

D. Mandatory – Proposers Conference (In Person/ By Telephone)

The Proposer's Conference will be held in the boardroom at 10:00 a.m. Central Standard Time (CST) on the date listed in the Schedule of Events at the following location:

Office of Group Benefits
5825 Florida Blvd.
Second Floor
Baton Rouge, LA 70806

A representative of your organization must participate in person **or by telephone** at the Mandatory Proposers Conference. Proposals submitted by any organization that does not have a representative attend the Proposers Conference in person or by telephone will not be considered for award. OGB staff will be available to discuss the proposal specifications with you and answer any questions you may have in regards to submitted questions.

Proposals will only be accepted from Proposers that have met this mandatory requirement. Attendance by a subcontractor is welcome, but will not be an acceptable substitute for a representative of the primary proposing firm/organization.

E. Proposal Due Date

The original proposal must be signed by an authorized representative of your firm/organization and delivered, together with five (5) numbered copies, between the hours of 8:00 a.m. and 4:00 p.m. Central Standard Time (CST) on or before the date listed in the Schedule of Events at the address listed on Page 19, Section B.

NOTE: Please note that "by telephone" has been added back to the mandatory proposer's attendance requirement. It seems that it is still difficult to obtain hotel accommodations in this area. Only six proposers will be participating in the conference.

Please be aware that communications will be more difficult if the proposer elects to participate by telephone instead of in person. Proposers will be allowed as many ports/lines as needed to participate via telephone.