



DIVISION OF DEVELOPMENTAL DISABILITIES

**TRANSMITTAL DATE:** August 1, 2014

**TOPIC:** Update information regarding RFQVA # DDD 710000

---

***Sent on Behalf of DES / DDD Business Operations***

*Please do not reply to this message*

With input from stakeholders, the Division of Developmental Disabilities has amended RFQVA # DDD 710000. To maintain a Qualified Vendor Agreement with the Division, each Qualified Vendor must amend its Qualified Vendor Agreement.

In order to amend the Qualified Vendor Agreement, the Division requires the submittal of the following documents: (i) the **RFQVA Amendment**; (ii) printed electronic **Assurances and Submittals** including any required supporting documents; and (iii) **Data Sharing Agreement**. All three (3) documents must be completed, signed and submitted to the Division's Contract Unit no later than September 1, 2014 for signature by the Contract Administrator. In order to ensure continued service delivery, the Division is requesting receipt of the documents no later than 5:00 p.m. M.S.T. on August 20, 2014.

In the event a Qualified Vendor fails to have an approved Amendment by September 1, 2014, the Division will pursue contractual remedies, up to and including Agreement termination.

Please see attached the RFQVA # DDD 710000 Amendment #1 and Instructions for completion of the Amendment.

If you have any questions regarding the Data Sharing Agreement please contact [DDDSecurity@azdes.gov](mailto:DDDSecurity@azdes.gov).

Other questions regarding the Amendment process please contact [DDDContractsManager@azdes.gov](mailto:DDDContractsManager@azdes.gov).