

BIDDER'S CONFERENCE QUESTIONS & DVHA RESPONSES

EY:

1. p. 29 Section 3 – Outcomes Expected from Contract Performance – provide context around the term “implementation.”
Scope includes creation of an implementation development plan, including monitoring progress and compliance of plan. The scope is not inclusive of IT system development work.
2. Can successful bidder for the HSE/MMIS RFP submit a bid a proposal for the upcoming MMIS RFP?
Yes.
3. On Page 6, Section 1.7.8.2 Proposal Format. Would it be permissible to submit our proposal in PDF format?
Yes.

Berry Dunn:

1. Page 11, Section 3.1: Does the State have a preferred completion date prior to July 14, 2015, or any milestone dates for specific tasks/deliverables that must be met?
The scope of this RFP includes several distinct responsibilities/tasks in which partial payment will be made upon completion by contractor. Deliverables on specific tasks are expected to be met throughout the contract period, and deliverable dates and payment amounts will be determined during the contracting process.
2. Page 29, Attachment A, Section 1.1.I: The Program Summary suggests that there are several different specialized systems of care with reporting requirements that will be part of this project. Approximately how many specialized systems of care do you anticipate being part of this project? Do you have a list of the specialized systems that can be shared with prospective proposers?
A list of specialized systems is not available. It is the State's expectation that the contractor will work in collaboration with AHS IT and program staff to devise a comprehensive list of systems and create an inventory of specialized programs, reports and data elements.
3. Page 29, Attachment A, Section 1.1.I: The Program Summary suggests that the reporting requirements support different state and federal reporting requirements. Are you able to share are the names of the programs as they are known at the state and federal level? *A list of specialized programs is not available. It is the State's expectation that the contractor will work in collaboration with program staff to create an inventory of specialized programs, reports and data elements at the local, state and federal level.*

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4. Will you be publishing a written summary of Friday's bidder's conference, as well as the names of the companies that participated in the bidder's conference?

The Department will be providing a list of questions asked during and some after the Bidder's Conference -- in conjunction to official responses to those questions.

5. Has a budget range been established for this work and, if so, can this be shared with prospective proposers?

The Department will not issue an official budget number for the purposes of this procurement.

6. Would the State consider extending the due date by one week?

No.

Health Tech Solutions:

1. Proposal due date – considering the response to Conference questions is due on June 27, and the proposals are due on July 3, there are only 4 business days in-between. We need to factor-in for courier time also. Based on Department responses, we may need more time to prepare our response. Would the Department be willing to push the proposal due date at least by one week?

Due to the Department's delayed response to the Bidder's Conference questions we will allow three extra days to make up for the delay. There will be no other extensions.

2. P5 of RFP, Section 1.7 Instructions to Bidder

- a. Are we to follow the sequence in our response as stated in Section 1.7? Meaning first the Rate sheet, then Certification and Assurances, References etc.

Yes.

- b. P39 has an Applicant Information Sheet and the note says that it needs to be included in the cover sheet, but this form is not listed in Section 1.7.

Please include this form in your response – as the first attachment following the order illustrated in Section 1.7

- c. P39 has a reference to w-9. Where can we find this form?

Please check the IRS website for a standard W-9 form.

3. A. Quality of Bidder's Experience, last bullet asks for "data on the number of individuals served, funds expended and sources for funds for same or similar services to those called for in the RFP". This RFP is asking for development of uniform reporting requirements and business processes for specialized programs (from Section 1.1 of RFP). We are a consulting firm and are

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not clear how to respond to this section. Do we list the requested data for our clients we have served in the past? Please clarify.

In this section, the State is looking at what similar experience the bidder has related to this RFP scope. The State would like to know the scope of the project, including the bidder's cost for completing the project.

4. Section 1.7.7 has the sections identifies that we need to respond to. These are further elaborated in table in Section 2.1, page 10. The bullets in Table for Technical Proposal do not correspond to subsections identified on Page 29 under Technical Proposal. Are we to address the Technical Proposal based on the bullets listed in Table or Sections listed on P29 or somehow address the sections listed on P29 need to be tied to the bullets identified in the table on P10?

Please respond to the specifications stipulated on Page 29—provide the information under Technical Proposal. The Criteria for scoring sheet is not a specific guideline to your responses but an indication where points will be awarded.

5. During the Q&A, Department has agreed that bidder can provide hours estimate with loaded rates, in lieu of Schedule A, B and C. Will the Department make that change in the RFP through an addendum or amendment?

Yes. We will post an addendum.

6. Please explain Schedule D (Related Party Disclosure). What is Department expecting to see in this section? *Provide a list of your related parties.*

7. Page 35 – Proposed changes to standard terms and conditions.

- a. Could Department please explain where this form needs to be attached? Also please note that the Letter of Submittal (on P6, Section 1.7.6.4) also discusses the alternate contract language.

Refer to p. 35.

8. Page 36 – Subcontractor Letters

- a. Where will this form be inserted in the bid? Can this be in response to Section 1.7.5 (P5)?

Please add this form at the end of your template requirements illustrated in 1.7

9. Page 37 – Summary of Funds

- a. Could the Department please explain how a consulting firm should fill this form, as they do not normally provide this information?

We want to know what other State or Federal Contract/Grants are contracted with your company. Moreover, fill this out to the best of your ability.