



## RFP Question and Answer Document

Question #	RFP Section #	RFP Page #	Question	Response
1	1.3	6	Please confirm that the winning Contractor of this RFP <u>will</u> be allowed to participate in the bidding process for an IV&V contractor, even though one of the responsibilities of the selected contractor is to develop the RFP for IV&V services.	The winning Contractor of this RFP will be allowed to participate in the bidding process for an IV&V contractor.
2	1.5	8	Is it the State's expectation that vendor demonstrations, contract negotiations, and final vendor selection process will be completed within the 12-month project timeframe?	Yes.
3	1.6	9	Please confirm that the selected Contractor will not be involved in procurement evaluation and contract negotiation activities for the IV&V procurement.	The selected Contractor will not be involved in procurement process for the IV&V procurement.
4	1.6	9	In lieu of submitting an actual Scope of Work and Technical Requirement Section from a recent RFP, would the State consider one (or more) of the following alternatives? a) A de-identified version of the document; b) a Table of Contents from a similar document; and/or c) Receiving contact information for a client for whom we have conducted similar work, which would allow Mississippi DOM to contact the client directly to obtain the client document.	The Scope of Work and Technical Requirement Section may be "de-identified". The Offeror must submit the requested items, but may submit additional information.

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5	1.1 Purpose	5	How many employees in the functional areas does DOM anticipate will be included in the staff interview process and are these employees located in the DOM office?	DOM will ensure that adequate resources are available to participate in the interview process. The Offeror should anticipate visiting one local office in the Jackson area.
6	1.1 Purpose	5	RFP language: "The Contractor is required to develop the RFP(s) to acquire...." How many resulting RFPs does DOM anticipate from this project?	The Offeror should determine best solution for all requirements.
7	1.3 General Requirements	6	We understand that Phase I through Phase III of this project must be completed within a maximum 12 month timeframe. Can you provide clarification of the RFP language "...Contractors must provide, in this response, a schedule for future phases, detail hourly rates by proposed role and associated skill levels to perform the requested quality assurance and control functions", does this mean that the vendor should include successive procurement tasks in their Work Plan in section 6.8 of the RFP? Can DOM provide more specification on this language and what is required in the proposal?	DOM does not expect to exceed the maximum 12 month timeframe. Detail hourly rates by proposed role and associated skill levels were requested to address any additional work agreed upon by both parties that may extend beyond maximum 12 month timeframe.
8	1.3 General Requirements	6	Item 4 states: "The evaluation team may provide additional consideration to Contractors who can provide resources ....to complete the project within a shorter time frame". Does DOM have a desirable minimum timeframe in mind to complete the project in lieu of the 12 month time frame?	The Offeror should determine the best timeframe to complete the project. Twelve months should be considered the maximum amount of time allowed by DOM to complete the project.

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9	1.3 General Requirements	6	Item 9: Has DOM or an outside vendor completed any initial analysis for Phase I that could be shared?	No.
10	1.3. General Requirements	6	Item 11: Based on the language in this item, it appears that the winning contractor of this RFP <b>will</b> be allowed to participate in the bidding process for an IV&V contractor. Can you confirm that our understanding is correct?	The winning Contractor of this RFP will be allowed to participate in the bidding process for an IV&V contractor.
11	5.2 Qualifications of Offerors	34	MS recently released a valid vendor list for General RFP 3578. If a company is not identified on that list, are they precluded from bidding on this opportunity?	Companies not currently on the valid vendor list are not precluded from bidding. DOM will assist the winning contractor in being added to the list after contract award.
12	6.4.3 Corporate Experience	42	Can you provide clarification on the following RFP language: "A minimum of one corporate reference is required for each type of experience"... Does this refer to a minimum of one reference for services provided by the vendor similar to Phase I through Phase III of this RFP? (i.e. one reference for Phase I, one reference for Phase II, etc.)	DOM expects references to include experience of similar size projects where deliverables requested in this RFP have been produced successfully in previous projects.
13	6.8 Work Plan and Schedule	45	In reviewing this section, do we correctly understand that DOM requests 10 working days review time for each deliverable, not a minimum of five (5) as listed in number 6 in this section?	DOM request 10 working days review time for each deliverable.
14	7.3 Proposal Content	46	Can the "Schedule of Payment Deliverables" on page 52 of the RFP be used to satisfy 7.3.1 (a detailed worksheet by line item of all costs...) or is DOM looking for a separate worksheet?	The Schedule of Payment Deliverables may be used.

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15	Appendix A-Budget Summary	51	Can you confirm that the total contract price that the vendor will propose is only for Phases I-III, for a maximum of 12 months, and should not include any successive opportunities that may arise from this RFP?	That is correct.
16	Appendix A-Budget Summary	52	The Schedule of Payment Deliverables does not specifically call out the IAPD work-can we assume the cost for this should be built into Phase II and Phase III RFP costs?	Yes.
17	N/A	N/A	Does DOM have a budget set aside for this opportunity that can be shared with vendors?	Budget information will not be released.
18	1.3.4	6	Is the 12 month time-frame inclusive of all procurement activities for the MMIS/PBM/DSS solution(s), including proposal evaluation and award?	Yes.
19	1.3.11	6	Allowing the Contractor to develop the RFP for IV&V services and to participate in the bidding process for the IV&V contract can create a conflict of interest and unfairly limit competition. Will DOM consider including IV&V services as an optional component of this procurement? If not, will DOM reconsider allowing the Contractor to bid on the IV&V contract?	No.

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20	1.5.3	8	Will DOM include a copy of the Mississippi MITA State Self-Assessment (SS-A) as a part of the information contained on the DOM web site related to this procurement?	No, it will be made available to the winning vendor
21	6.4	41	This section states that the time frame to be covered in the Corporate Background and Experience “should begin, at a minimum, in January 2005 through the present date.” Please confirm that proposals can also include relevant background and experience prior to January 2005.	Proposals may include experience prior to January 2005.
22	6.5.3	43	Please clarify the difference between the content of the resumes of proposed personnel and the Experience Narratives to be attached to the resumes.	Narrative Experience is the detailed job function of proposed personnel on each of their past work experience.
23	8.2.2.3	48	Please clarify the requirement for a data management plan as referenced in this section. As this is a consulting project, what is the content needed for this plan?	DMP is requested in the case of handling any HIPAA Transactions and Code Sets.
24	1.3.7	6	Will the State please clarify whether the Project Management documents identified in Section 1.3.7 should be submitted in the proposal or if these documents will be submitted by the winning Contractor after contract award?	The Project Management Plan including the items listed in 1.3.7 must be submitted as part of the Offeror’s proposal.

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25	1.3.8 and 6.8	6 and 45	Section 1.3.8 states that DOM must be allowed a minimum of five working days to review and approve each deliverable. The five-day review and approval period is reiterated in Section 6.8.6. However, the introductory paragraph for Section 6.8 states the work plan should allow a 10-day approval period. Will the State please clarify if the State review and approval period is 5 or 10 days?	DOM request 10 working days review time for each deliverable.
26	6.4.3.7	42	For the project references, will the State please define the "publicly funded contract cost"?	Total value of the contract listed within the reference.
27	7.1 and 7.3	46	Section 7.1 states that Offerors must provide a firm fixed price for each of the requirements contained on the pricing schedule (RFP Appendix A). Section 7.3.1 says that the Business Proposal shall include "A detailed worksheet by line item of all costs as it pertains to the Contractor Responsibilities and Deliverables as found in Section 1.0 of the RFP." Will the State please confirm that the Appendix A pricing schedule is the same as the "detailed worksheet by line item" identified in Section 7.3?	Yes.

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28	7.3 and 1.9	46 and 10	<p>Section 7.1 states that the Business Proposal shall include <b>only</b> the following: 1) detailed worksheet by line item of all costs; 2) signature of an authorized corporate official on each pricing schedule; and 3) corporate certification regarding the authority of the official signing the proposal to bind the firm to the proposal provisions.</p> <p>Section 1.9, <i>Cost Information</i>, states that the Contractor must provide a rate schedule listing the hourly rate for all roles proposed for the project.</p> <p>Will the State please clarify if the Business Proposal should include an hourly rate schedule?</p>	<p>DOM does not expect to exceed the maximum 12 month timeframe. Detail hourly rates by proposed role and associated skill levels were requested to address any additional work agreed upon by both parties that may extend beyond maximum 12 month timeframe.</p>
29	1.1	5	<p>Does DOM intend to award a single contract for all services being procured?</p>	<p>This has not been determined. It will be a responsibility of the Contractor to assist DOM in determining the most advantageous solution.</p>
30	1.1	5	<p>How many vendors submitted questions for this RFP? What are the firm names?</p>	<p>This information will not be released during the procurement process.</p>
31	1.1	5	<p>Has any part of this work, or planning for this work identified in the RFP, been completed by an outside vendor? If so, who completed the work? If so, what was the nature of that work? If so, how what was the contract value and what were the dates services were provided?</p>	<p>No outside vendor was used in developing this RFP.</p>
32	1.2	5	<p>Will DOM provide a project manager for organizing and scheduling functional analysis discussions with staff, the fiscal agent and other Medicaid contractors?</p>	<p>Yes.</p>

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33	1.2	5	The RFP states that the contractor will be responsible for preparing and/or updating the Advance Planning Document (APD). Has DOM begun work on an APD or is it envisioned that the contractor will prepare the ADP?	DOM has not started an APD. Contractor will be responsible for preparing and/or updating APD.
34	1.2	5	The RFP states that the contractor must evaluate the costs and tangible benefits of implementing ICD-10 and Version 5010 of the transactions. As these are changes have already been mandated how will DOM define benefits of the options?	The Cost Benefit Analysis needs to take in consideration that ICD-10 and 5010 is mandated, the deadline associated with implementation and how will they be addressed in the three options identified in Phase I.
35	1.2	5	Does DOM envision that the procurement of MMIS/DSS/PBM occur simultaneously if the decision is to let more than one RFP or will DOM consider a staggered approach?	Simultaneously.
36	1.5	8	Has the MITA Self-Assessment (SS-A) been performed? If so may we obtain a copy of the SS-A?	MITA (SS-A) has been performed. No, it will be made available to the winning vendor
37	1.9	10	Does DOM have a budget established for this project? If so, what is the budget?	Budget information will not be released.



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38	4.1	17	The RFP states that "No modification or change of any provision in the contract shall be made, or construed to have been made, unless such modification or change is mutually agreed upon in writing by the Contractor and DOM." Where in the proposal should vendors request exceptions to the terms and conditions? Will vendors who request exceptions to the terms and conditions be impacted in the scoring of their proposals?	The Offeror should state their acceptance or non-acceptance of the terms and conditions. This may impact scoring of the Offeror's proposal.
39	5.3	35	The due date is noted as July 3, 2009. This is a federal holiday in observance of Independence Day. Will State Offices be open to accept proposals on Friday, July 3, 2009?	The state of Mississippi will observe Independence Day on Monday, July 6, 2009. State Offices will be open on Friday, July 3, 2009.