



**State Medicaid HIT Plan
RFP #20100308**

Responses to Submitted Questions

Question #	RFP Section #	RFP Page #	Question	Response
1	1.1	5	<p>Section 1.1 of the RFP states in part the following.</p> <p>"This Request for Proposals, hereafter referred to as the RFP", is requesting offers from responsible vendors to assist the Division of Medicaid (DOM) in the creation of DOM's State Medicaid HIT (Health Information Technology) Plan (SMHP) that is consistent with, and complements, the State's overall HIT plan."</p> <p>Does the State of Mississippi already have an HIT plan? If so, where and how may we obtain a copy of this plan? Can we obtain a copy of this plan before we submit our proposal?</p>	No, the State of Mississippi does not already have a HIT plan.
2	1.1	5	<p>Are there other electronic health record (EHR) incentive programs currently planned or in existence which you consider favorably or hope to emulate?</p>	<p>Please refer to: Proposed Rule: <i>Medicare and Medicaid Programs; Electronic Health Record Incentive Program ; 75 F.R.; CMS-0033-P</i></p>
3	1.1	5	<p>What specific elements would you like to see in an electronic health record (EHR) incentive program?</p>	<p>Please refer to: Proposed Rule: <i>Medicare and Medicaid Programs; Electronic Health Record Incentive Program ; 75 F.R.; CMS-0033-P</i></p>

4	1.1	5	Are there any types of incentives you would specifically wish to avoid in an electronic health record (EHR) incentive program?	Please refer to: Proposed Rule: <i>Medicare and Medicaid Programs; Electronic Health Record Incentive Program</i> ; 75 F.R.; CMS-0033-P
5	1.1	5	What is your projected budget for an electronic health record (EHR) incentive program--as this may considerably impact the type of incentives recommended?	Please refer to: Proposed Rule: <i>Medicare and Medicaid Programs; Electronic Health Record Incentive Program</i> ; 75 F.R.; CMS-0033-P
6	1.3.1	7	It appears the reference to the "Medicaid Information Technology Assessment (MITA)" is referring to the "Medicaid Information Technology Architecture (MITA) Assessment" which was acquired through RFP #2008418-01? Is this correct? Where and how may we obtain a copy of this assessment as it has direct bearing on the responsibilities enumerated in the RFP?	That is correct. Medicaid Information Technology Architecture Assessment (MITA) does refer to the Assessment acquired through RFP # 2008418-01. The MITA SSA will be sent electronically to all vendors who submitted a letter of intent to bid before March 26, 2010.
7	1.3.1	7	What specific elements and/or factors would you want included in the feasibility assessment for "Medicaid's alignment with existing and external HIT/HIE efforts"?	At a minimum the level of cost and effort to align Medicaid with the other HIT/HIE efforts in the state.
8	1.3.1	7	In order to "Identify MMIS capabilities, or current functionality to participate in health information exchange", what access would the Contractor be given to Mississippi Division of Medicaid staff and systems?	DOM will ensure that sufficient access to Subject Matter Experts is granted.

9	1.3.1	7	The RFP calls for an examination of the current rate of EHR adoption among hospitals and physicians. However, not all EHR systems are compatible. Would the assessment also require some analysis of which EHR systems were implemented as well as how well those EHR systems conformed to common standards to allow more comprehensive analysis?	Yes
10	1.3.1	7	What is meant by "Conduct and environmental scan of existing systems?"	At a minimum a survey of Eligible Providers to assess levels of current EHR systems currently in use and barriers to progress.
11	1.3.1	7	What specific elements or criteria would be required or desirable in an "assessment of systems readiness of the Medicaid provider community"?	DOM is asking the contractor to provide an assessment of the provider community as a whole as it relates to their readiness for HIT/HIE
12	1.4	8	What is meant by "APD"?	The Advanced Planning Document is a document required by the Centers for Medicare and Medicaid Services, in order to receive federal certification and funding for certain projects.

13			<p>We plan to team with one or two other companies on the RFP. However, we have not reached a final agreement with them so I did not place their names on the letter of intent. Is this a problem?</p>	<p>This is not a problem. However, the Contractor shall be solely responsible for the performance of any subcontractor. Please refer to the RFP Section 4.6</p>
14	1.3	8	<p>Deliverables Table - The expected deliverables include a Project Management Plan.</p> <ol style="list-style-type: none"> a. Is this deliverable the Work Plan and Schedule defined in RFP Section 5.8? b. If the State intends that the Contractor develop a Project Management Plan that documents the project management processes to be used, will the State please define the elements that should be included in the proposal, e.g., Communications Management Plan, Staffing Management Plan, etc.? 	<p>The Project Management Plan is not the same as the Work Plan and Schedule described in Section 5.8.</p> <p>At a minimum the Project Management Plan should include a Staffing Management Plan, Communications Plan, Stakeholder Analysis, Risk Management Plan, Quality Management Plan, Scope Management Plan, Schedule Management Plan, and Cost Management Plan.</p>

15	2.1	10	<p>Organizations Eligible to Submit Proposals, item 1 - Per this section, Offeror's must provide documentation that the company has not been sanctioned by a state or federal government within the last 10 years.</p> <p>Will the State please define what "documentation" is needed to meet this requirement?</p>	<p>At minimum include a statement in your transmittal letter certifying eligibility regarding each of the three items in Sec. 2.1.</p>
16	4.7.3	22	<p>Public Information - This section requires Offeror's to submit confidential information in a separate binder.</p> <p>How many copies of the confidential information should be submitted?</p>	<p>Depending on size the confidential information may be in the same binder but must be marked separately. An original and four copies should be submitted.</p>
17	4.11.3	27	<p>Conflict of Interest - Per this section, the selected Contractor may not assign a staff member to the SMPH project who is an immediate family member of a Medicaid provider.</p> <p>Will the State clarify the definition of a "Medicaid provider" in terms of this contract? For example, would this be limited to providers within the State of Mississippi?</p>	<p>A Medicaid Provider is one with an active Mississippi Medicaid Provider number. A Mississippi Medicaid Provider may be in another state.</p>

18	5.8	39	<p>Work Plan and Schedule, Item 6 - The first paragraph states that the schedule should allow fifteen (15) working days for DOM approval of each submission or re-submission of each deliverable. Item 6 requests a schedule for all deliverables that provides a minimum of five (5) days review time by DOM.</p> <p>Will the State please confirm that “review time” and “approval time” are separate activities, i.e., DOM will have five days to review and return comments on each deliverable, and once a deliverable is considered final, DOM will have 15 days to sign-off on the deliverable?</p>	<p>The time lines in this section are in error. This refers to one activity. DOM requests 10 working days for review and approval of each deliverable.</p>
19	5.8	39	<p>Work Plan and Schedule, Item 3 - This section requires a network diagram to be included in the proposal. It is difficult to provide a hard copy that is legible, due to the size of a network diagram. Would the State consider receiving the diagram on the CD only?</p>	<p>The Offeror may submit the network diagram on CD only.</p>
20	6.1	40	<p>Business/Cost Proposal, Item 6.1 - The first paragraph requires Offerors to certify in the transmittal letter that the offer is binding for 180 days following the proposal due date.</p> <p>Should the Transmittal Letter be included in both Technical and Cost proposals?</p>	<p>The Transmittal Letter should be included with the Technical Proposal.</p>

21	6.1	40	<p>Business/Cost Proposal, Item 6.1 - Section 6.1 states that Offerors must propose a firm fixed price for each of the requirements contained on the pricing schedule (Appendix A). RFP Appendix A is a Budget Summary that contains only the Total Contract Price.</p> <p>Will the State issue an additional pricing schedule that breaks out the requirements?</p>	This RFP consists of only one main requirement.
22			<p>Would the Division of Medicaid (DOM) release and distribute the MITA State Self Assessment, procured for Mississippi in 2008, for bidders to access?</p>	The MITA SSA will be sent electronically to all vendors who submitted a letter of intent to bid before March 26, 2010.
23			<p>Will DOM release and distribute the P-APD submitted to acquire funding for the SMHP?</p>	The P-APD will be provided to the winning bidder of this procurement.
24			<p>Has DOM identified all stakeholders within State agencies for this project? If so, will DOM release names of the agencies?</p>	DOM is in the process of identifying stakeholders.
25			<p>Did Mississippi apply for and receive ARRA grant monies for either the State Health Information Exchange Cooperative Agreement Program (authorized by Section 3013 of the PHSA) or the HIT Extension Program: Regional Centers Cooperative Agreement Program (authorized by Section 3012 of the PHSA)?</p>	Yes

26	1.3.1.4	7	<p>Has DOM, or other state agency, collected data on existing systems in the state, including levels of adherence to standards, or will the SMHP contractor be responsible for surveying all existing systems in the state?</p>	<p>Minimal work has been done and will be shared with the contractor, but the majority of the work is still to be done.</p>
27	1.4.1	8	<p>The RFP states, <i>“The Contractor shall provide personnel onsite during periods mutually agreed to with the DOM Project Director to assure an on-time, on-budget completion of the project.”</i></p> <p>Will DOM provide onsite space for contractor staff? Is space limited to a certain number of staff? Will the DOM provide connectivity for contractor laptops or will contractors be required to use DOM-provided computers?</p>	<p>DOM will provide space and connectivity for contractor laptops.</p>
28	1.8	9	<p>The RFP states. <i>“The Offeror shall provide an hourly rate for each individual staff person proposed. These rates will be used in pricing of any subsequent change orders.”</i></p> <p>The mention of hourly rates is not included in Section 6, Business/Cost Proposal or Appendix A. Should the Offeror include hourly rates in the Business/Cost proposal?</p>	<p>Please submit hourly rates as an attachment to Appendix A as part of your Business/Cost Proposal.</p>

29	5.4.3	36	<p>The RFP states, “<i>The corporate experience section must present the details of the Offeror’s experience with the type of service to be provided by this RFP and Medicaid experience. A minimum of one corporate reference is required for each type of experience</i>”.</p> <p>Does “type of experience” refer to each item in RFP Sections 1.3.1, 1.3.2, 1.3.3, 1.4, 1.5 and 1.6; as well as, any Medicaid experience? Please clarify.</p>	The Offeror should determine the best response for this requirement.
30	5.5.2	37	<p>The RFP states in staffing references section that, “<i>Current DOM staff shall not be submitted for any reference for the above requirements.</i>”</p> <p>There is no mention of this restriction in the Section 5.4.3, Corporate Experience. Does the same rule apply to corporate references?</p>	This does not apply to the Corporate Experience response.
31	5.6.4	38	<p>The RFP states, “<i>The proposal must summarize how State of Mississippi agency staff will be used as resources in this project. It is the State’s desire that agency staff be advised of all aspects of the engagement.</i>”</p> <p>Please describe the organization of the State’s project team for this engagement and the number of agency staff on the core team.</p>	Specific team members have not been named at this time, however it will be lead by the Chief Systems Information Officer

32	5.8	39	<p>The first paragraph in Section 5.8 requires 15 working days for DOM approval of each deliverable; item #6 requires 5 working days.</p> <p>Please clarify.</p>	<p>The time lines in this section are in error. This refers to one activity. DOM requests 10 working days for review and approval of each deliverable.</p>
33	4.15.3	30	<p>The RFP requires that the Contractor must ensure that all work supports the HIPAA Security Rules and sign a HIPAA Business Associate Agreement. By this language, does the State intend that the Contractor will be responsible for conducting a HIPAA risk assessment and compliance review?</p>	<p>No. This simply requires the contractor to adhere to HIPAA rules and sign a HIPAA BAA</p>
34			<p>Can the State provide a copy of the planning advance planning document (PAPD) for the SMHP?</p>	<p>These items will be provided to the winning bidder of this procurement.</p>
35			<p>Can the State provide a copy of the MITA State Self Assessment?</p>	<p>The MITA SSA will be sent electronically to all vendors who submitted a letter of intent to bid before March 26, 2010.</p>
36	1.3.1	7	<p>Please describe where the State is with regard to the Medicaid Information Technology Architecture (MITA) State Self Assessment (SSA) and "To Be" Roadmap.</p>	<p>DOM completed the MITA SSA in 2008.</p>
37	1.3.1	7	<p>If the State has completed the MITA SSA, please provide access to the SSA.</p>	<p>The MITA SSA will be sent electronically to all vendors who submitted a letter of intent to bid before March 26, 2010.</p>

38	1.3.1	7	Please provide a copy of the State's HIE Application to ONC.	Medicaid does not have access to the Application.
39	1.3.1	7	Has a vendor been selected to support the State's HIE Strategic and Operational Planning efforts? If so, what expectations have been set for the HIE planning vendor's scope of work with regard to the SMHP initiative?	No vendor has been selected for the State's plan. DOM will work with the Mississippi Department of Information Technology Services and the Governor's Office to ensure that plans are aligned.
40	1.3.1	7	How does the State's HIE initiative define the collaboration that will be required between the statewide HIE effort and the DOM SMHP effort?	That has not been defined yet. The Contractor will be involved in developing this answer.
41	1.3.1	7	Please describe the governance relationship or coordination between the statewide HIE and the DOM SMHP?	The governance structure is still being developed, but DOM will be a part of the structure.
42	1.3.1	7	Does the State have an approved PAPD for the SMHP effort? If yes, please provide access to the PAPD.	DOM has an approved PAPD, which will be made available to the selected vendor.
43	1.3.1	7	In this section the RFP notes, that the vendor will need to "Examine the current rate of EHR adoption among hospitals and physicians (how many can report electronically)" Is it correct to assume that the SMHP effort will only focus on Medicaid providers and services?	The SMHP will be focused on Medicaid Providers and services.
44	1.3.3	7-8	The RFP requires that the vendor "Identify specific actions necessary to implement the provider incentive program. Develop a methodology, solution, and budget for the identification of eligible providers, payment mechanism, auditing and tracking payments, and monitoring compliance with the meaningful use of electronic health records."	That has not been determined.

			<p>Has the State decided whether or not to use the MMIS to facilitate the incentive payment processor? Has that decision not been made?</p>	
45	1.3.3	8	<p>This section states that “The Contractor will be required to perform the following functions.” ...”The Contractor must submit a detailed proposal and work plan to be approved by DOM and identified Provider Survey (EHR) Report”</p> <p>Is it correct to assume that the Provider Survey (EHR) is focusing on Medicaid providers only?</p>	Yes.
46	1.6	9	<p>Project Staffing – the RFP notes that the project “...staff will be evaluated on the following qualifications...” including “Experience with the CMS certification process.”</p> <p>Please describe the applicability of MMIS certification to this engagement?</p>	This would show that the vendor has experience working within the federal guidelines.
47	4.10.1	26	<p>No limitation of Liability – This section states, “Nothing in this contract shall be interpreted as excluding or limiting any liability of the Contractor for harm caused by the intentional or reckless conduct of the Contractor, or for damages incurred in the negligent performance of duties by the Contractor, or for the delivery by the Contractor of products that are defective, or for breach of contract or any other duty by the Contractor. Nothing in the contract shall be interpreted as waiving the liability of the Contractor for consequential, special, indirect, incidental, punitive or exemplary loss, damage, or expense related to the Contractor’s conduct or performance under this contract.”</p> <p>Will the vendor be considered non-responsive and</p>	DOM is unable to waive or limit liability. 4.10 will not be modified.

			have its proposal rejected if it takes exception to this condition?	
48	5.2	33	<p>Transmittal Letter – The RFP requests that the vendor “agrees that any lost or reduced federal matching money resulting from unacceptable performance of a contractor task or responsibility, as defined in this RFP, shall be accompanied by reductions in state payments to the Contractor”</p> <p>If the State has accepted and approved a vendor’s deliverable, and for reasons outside the vendor’s control there is a loss or reduced federal financial participation based upon the State approved deliverable is it the State’s expectation that the vendor will still be responsible and face reductions in payments? If so, please clarify.</p>	Yes.
49	5.2	33	<p>Transmittal Letter – The RFP requests that the vendor provide a “statement that the Offeror has read, understands and agrees to all provisions of this RFP without reservation”</p> <p>As noted in question 8, if a vendor takes exception to the condition of No Limitation of Liability, will the vendor be assessed as non-responsive and its proposal rejected?</p>	DOM is unable to waive or limit liability. 4.10 will not be modified.
50	6.3	40	<p>The RFP requires that “The Business Proposal shall include only the following:</p> <p>“1. 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.”</p> <p>And</p>	Yes. Please submit hourly rates as an attachment to Appendix A as part of your Business/Cost Proposal. The order of the pages is not important.

			<p>Appendix A – Budget Summary only includes a table for a Total Contract Price.</p> <p>Is it the expectation of the State, that the vendor will submit a Business Proposal Narrative and Worksheet in addition to the table provided in Appendix A? If so, does the State want Appendix A to be the first page or last page of the Business Proposal submission?</p>	
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