

STATE OF ALASKA

Department of Administration

Division of Shared Services

Statewide Contracting



SENIOR ADVISOR AND STRATEGIST

RFP 2020-0600-4325

Amendment #3

July 19, 2019

This amendment is being issued to answer questions submitted by potential offerors and to provide additional important information. In addition to adhering to any changes made to the RFP by this amendment, offerors must use Submittal Form A – Offeror Information to acknowledge this amendment.

A handwritten signature in blue ink that reads "Jason Grove".

Jason Grove, CPPB

Contracting Officer

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Questions submitted by potential offerors and answers from the state:

(Note: the question numbering reflects a continuation from RFP Amendment #1)

Question 2: To complete this work, it may be efficient for the senior staff person to delegate some work to junior staff (e.g., researching a particular issue) or an outside expert. Amendment 1 to the RFP appears to suggest that this will be allowable. If so, how should this be factored into the Cost Proposal? If it is blended within the hourly rate (as was discussed for the travel costs), this will create challenges for apples to apples comparisons because one proposal may include only the senior staff person while another may include the senior staff person plus additional support hours. It will also be challenging to bill if the contractor can only bill for the senior staff hours and not the ancillary support.

I would suggest as an alternative, the state consider adding two additional line items to the cost proposal:

- The first additional line should mirror the current line item, but be for junior staff. To facilitate apples to apples comparisons, it would be helpful for the state to set the estimated number of hours. I would suggest 200 hours.
- The second line should be a set dollar amount for additional resources (e.g., other experts, etc.). To facilitate apples to apples comparisons, I would recommend that the state allocate a fixed dollar amount to that, for example \$20,000.

Would the state consider these changes or propose something similar?

Answer: No, the state has decided to keep the current cost structure.

Question 3: Does the State of Alaska have any objection to a proposal which meets the requested proposal and contract administration structure of a single Senior Advisor & Strategist providing service under a set rate per hour for professional services, e.g., \$250 per hour * billable hours, where the billable hour rate includes an allowance for any collaborations or consultations with associates that might be needed?

Answer: See the answer to Question 2.

Question 4: Does the State of Alaska have any objection to a proposal which meets the requested proposal and contract administration structure of a single Senior Advisor & Strategist providing service under a set rate per hour for professional services, e.g., \$250 per hour * billable hours, where the billable hour rate includes an allowance for the travel specified in the RFP?

Answer: See the answer to Question 2 and Question 5.

Question 5: From SEC. 3.05 LOCATION OF WORK: "The offeror must factor into their hourly rate on the cost proposal: transportation, lodging, and per diem costs sufficient for the consultant to make 8 trips to Juneau and/or Anchorage Alaska, for 3-5 days length each. Travel to other locations will not be required."

Due to differences in cost for travel to Juneau and Anchorage and our ability to provide the most accurate cost proposal. At this point are you able to provide further clarification on the breakdown of how many to each location of the 8 trips to Juneau and/or Anchorage?

Answer: Because the state is unsure of exactly how many trips will be needed in each location and the exact duration of each trip, Sections 3.03 and 3.05 of the RFP have been modified to reflect travel is an

estimate, and the requirement that offerors must factor transportation, lodging, and per diem costs into their hourly rate has been removed. The following language has also been added to Section 3.05:

The state will pay separately for all travel expenses of the consultant that are required to perform service as described in this RFP. All necessary travel must be approved by the DHSS Commissioner or the Commissioner's designee and will be reimbursed in accordance with the state travel policies as provided in Alaska Administrative Manual (AAM) 60 – Travel, which allows reimbursement for coach airfare, actual lodging cost, and meal and incidental expenses allowable rates. The contractor will use good faith, diligent effort to minimize such expenses.

Reimbursement for airline travel costs shall be limited to coach class. The contractor will not bill the state for the consultant's time in travel status, except for that time during which the consultant has performed work on this project while in travel status.

Reimbursement of hotel costs shall be at cost as invoiced. The consultant shall, when possible, utilize moderately priced hotels comparable to those used by DHSS employees.

Reimbursement for meals shall be limited to the same maximum allowed for state employees under AAM 60. No reimbursement shall be made for alcoholic beverages, entertainment, or what might otherwise be considered normal living expenses.

Question 6: Recently there have been other cost reduction projects in Medicaid. Such as: Payment reform/bundled payments (United Health), managed care, pharmacy initiatives, and more. Is it possible to give a summary on how the current projects will fit into the awardee's scope of work?

Answer: The state is unable to provide this information at this time. However, Section 3 of the RFP contains the information necessary for potential offerors regarding the scope of work for this RFP. Also see the answer to Question 7 below.

Question 7: What background has been done to set up this project? Things like: Stakeholder engagement, provider and health system focus groups, GIS mapping. Basically any baseline data or work that has been already done that can provide framework for the project's success.

Answer: DHSS is currently engaging internally in further options for the Medicaid program to meet budget reductions. DHSS will be setting up meetings with stakeholders including providers for their input into meeting budget reductions and their input into further options for redesigning the Medicaid system. The consultant will have access to interface with both DHSS employees and stakeholders working on these efforts.

Question 8: Acknowledging the state is looking for cost savings that can be realized in FY2020, there may be additional opportunities we identify that have longer term savings or return on investment. If such

additional opportunities are identified, would the strategist be precluded from any future RFP Alaska may release related to supporting those opportunities?

Answer: No, the strategist would not be precluded from any future RFP. RFPs posted on the Online Public Notice System are open to all potential offerors.

Question 9: We understand that we are to provide a single rate that covers all time, travel or other expenses. We understand that the stated \$250,000 budget is an estimate and is not a hard cap. Please confirm if our understanding is correct or if the \$250,000 stated budget should be considered a hard cap.

Answer: Confirmed that the budget is an estimate and not a hard cap; proposals over that amount will not be considered non-responsive. However, offerors should be aware that additional funding is not guaranteed and take that into consideration when developing their cost proposals.

End of Amendment #3