

STATE OF ALASKA

Department of Health
Office of the Commissioner



MEDICAID RATE MAINTENANCE SUPPORT & CONSULTATION SERVICES

RFP 2024-1600-0364

Amendment #1

August 1, 2024

Changes to the RFP

1. This amendment is being issued to recognize the administrative error of the RFP number 2024-1600-3065. Remove and replace that number with 2024-1600-0364.
2. This amendment is being issued to revise the deadline for receipt of proposals to 2:00 p.m. Alaska Time on August 15, 2024.
3. Amend Submittal form G – Cost Proposal

This amendment serves to answer questions submitted by potential offerors and to provide additional important information.

Offerors must use Submittal Form A – Offeror Information to acknowledge this amendment.

A handwritten signature in blue ink that reads "Jackie Lea".

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Questions submitted by potential offerors and answers from the State:

Question 1: The proposal states ORR estimates a maximum budget of \$5,250,00.00 dollars for the entire life of the contract. Is the “entire life of the contract” defined as the 3-year initial term or does that amount also include the 3 year renewal period?

Answer: The maximum budget estimate includes the 3-year renewal period, and estimates \$875,000 annually for this work.

Question 2: Could the state please clarify the anticipated level of hours and FTEs required for this engagement? Section 3.01, Scope of Work p. 10, states, “It is anticipated that annually, 4-5 full-time equivalents (FTEs) will be necessary for recurring services, along with up to 240 hours for as-needed services.” The template provided, however, limits bidders to a total of 1,000 hours per year for recurring services and an additional 1,000 hours per year for as-needed services. Can the state please provide additional explanation as to the expected level of effort and reconcile the narrative and the template?

Answer: It is anticipated that annually, 4-5 full-time equivalents (FTEs) will be necessary for recurring services, along with up to 240 hours for as-needed services. Submittal Form G - Cost Proposal has been amended to reflect this.

Question 3: Sec 4.02 includes very specific page limits for Form B; however, Sec 4.04 #2-11 asks for “detailed descriptions” of the offeror’s experience. Within the four-page limit, would the State prefer that we focus on “depth” of experience (profile 1-2 clients that reflect relevant experience) or “breadth” of experience (summarize/quantify the number of states for which we do similar work)?

Answer: The State recommends offeror’s do both in as short and succinct way as possible. Offerors are encouraged to copy and paste each of the 13 items listed in Sec 4.04 into Submittal Form B and to develop short and succinct paragraphs in response to each item, excluding item 13 that speaks to resumes.

Question 4: Sec 3.01 states “it is anticipated that annually, 4-5 full-time equivalents (FTEs) will be necessary for recurring services, along with up to 240 hours for as-needed services.” Cost Submittal Form G reflects the estimated hours per year to be 1,000 for recurring services and 1,000 for as-needed services.

- a. Can the State clarify its definition of FTE in terms of annual hours?
- b. Can the State specify whether the anticipated amount of hours for the as-needed services are 240 or 1,000 annually?
- c. Please clarify if the as-needed hours will be capped at the estimated amount.

Answer: Please see the answer to Question 2 above.

Question 5: Sec 4.04 #13 says we can include up to five resumes of critical team members, but Submittal Form A only lists room for four. Is it acceptable to add a fifth row to Form A, if needed?

Answer: Yes.

Question 6: For E #2 asks for confirmation of:

The offeror must have at least two (2) years of professional experience conducting independent reviews of limited scope. This includes reviewing small functions or agencies with no severe complications to verify fiscal compliance with contractual or grant terms or performing less complex management analyses and/or operational reviews.

We do not see information pertaining to grants or other related services mentioned in the Scope of Work. Can the State clarify if there is specific work anticipated that is related to this requirement?

Answer: There is currently no specific work anticipated that is related to conducting independent reviews of grants for fiscal compliance. This terminology was included to allow for offerors who may not have experience conducting independent reviews to verify fiscal compliance with contractual terms, however, do have experience with conducting independent reviews with grant terms, to apply.

Question 7: Is the life of the contract defined as the initial three-year term or are the additional renewal terms included?

Answer: The life of the contract includes the additional renewal terms.

Question 8: Can the vendor who is performing the rate setting work be selected for the scope of work described in this RFP?

Answer: Yes, the vendor performing the rate setting work (1623-105 Medicaid Payment Methodology Evaluation) can be selected for the scope of work in this RFP.

End of Amendment #1