

RFP 2025-1600-0053 - Offeror Questions and Answers from the State

Number	RFP Section	Question	Answer
1	6.02 ALASKA BUSINESS LICENSE AND OTHER REQUIRED LICENSES	There is a requirement for the contractor to maintain a business license with the state of Alaska as the current vendor for this program. Does it need to be in place before we submit our proposal?	As SEC 6.02 States, the license is not required until the selected offeror is CONTRACTED . SEC. 5.10 Alaska Bidder Preference has different rules. Please adhere to them if you expect to take advantage of the preferences.
2	Sec 3.02 DELIVERABLES Sec 3.04 INTENT TO PROPOSE AND NON-DISCLOSURE AGREEMENT (NDA)	There is a form included in the RFP materials that is called "Intent to Propose and NDA". Is this intended to be filled out prior to answering the RFP?	SEC. 3.02's 1st deliverable is "1. Obtain, complete, and submit the DOH HIPAA Security Assessment Controls Document as outlined in SEC 3.03 HIPAA SECURITY ASSESSMENT REQUIREMENTS below. Indicate cost for the assessment on SUBMITTAL FORM H-COST PROPOSAL. SPECIAL NOTE: An Assessment is due before a contract may be awarded. Subsequent Assessments are due every Three (3) years. ". The offeror MUST include the completed document as part as part of its proposal.
3	Final Page of RFP	Are there any other forms that need to be completed prior to or along with the RFP other than the 3 Submittal forms?	The final page of the RFP (page 32) lists seven attachments that are included in the RFP posting. "Submittal Forms" are those items expected to be returned as part of the Offeror's proposal (along with the DOH HIPAA Security Assessment Controls Document as described in question/answer (2) above). Other attachments are for informational purposes as they can assist the offeror with standard terms and conditions that can be expected to be adhered to in an awarded contract.
4	SEC. 4.10 COST PROPOSAL	In the cost proposal, the description says that total number of hours at various hourly rates, direct expenses, payroll, supplies, overhead assigned to each person working on the project, percentage of each person's time devoted to the project, and profit are all required as a part of the proposal. Do we need to include all of these cost details?	This section of the cost proposal is a reminder that only costs included when entering costs in Submittal Form H will be used to pay a winning contractor. No other costs will be allowed.
5	SEC. 3.07 CONTRACT TERM AND WORK SCHEDULE	It appears that the term of the contract is two years, with 4 two year extensions, thus the total length of is 10 years. Does the vendor have the opportunity to opt out during any of the 2 year renewal increments? Or, would we be obligated to the 10 years?	The offeror is expected to commit to the contract period enclosed in the RFP, and reinforce that commitment in the Cost Proposal (Submittal Form H). Questions specific contract expectations should be asked before the RFP question period closes. Details about items that were not addressed during the RFP question period can be found in SEC 5.15 CONTRACT NEGOTIATIONS.
6	Sec. 1.02 Budget	Is the estimated budget of \$725,000.00 the initial budget for the first 2 years or the total budget for 2 years and optional years?	This is the total budget for 2 years and optional years (10 year budget).
7	N/A	Can the state provide the name of the incumbent supplier for the scope of services in the RFP?	The identity of the current contractor is public information. If any registered party is interested in the in the Vendor Currently holding the contract for this work,, it may be obtained by emailing the Procurement Officer directly.
8	Sec. 3.02 Deliverables; #12	"As part of the DOH dataset, provide an encrypted and unencrypted Social Security Number for each facility visit to allow tracking of an individual with multiple visits and/or multiple facilities." Will the division accept the use of an alternate identity resolution other than the encrypted and unencrypted Social Security Number?	No. This work requires an encrypted and unencrypted Social Security Number for each facility visit .
9	Sec. 3.02 Deliverables; #5	"Perform edits for missing data or inconsistent values and formats, obtain corrected data sets when necessary, and repeat this process until data meets a level of data quality that satisfies DOH and meets Agency for Healthcare Research & Quality (AHRQ) submission standards and requirements" Please confirm the division is not expecting the contractor to change or enter missing data or inconsistent values.	If contracted, the vendor is expected to apply range edits, recode missing values, and reach out to specific facilities when files are missing required fields.
10	Sec. 3.02 Deliverables; #22	"Milestones/Timeline: Data is required to be submitted on a quarterly basis, no later than two calendar months after the end of a calendar quarter, according to the following schedule:" Can the division confirm who is the data being submitted to quarterly?	Data are submitted by health care facilities to the contractor.
11	Sec. 3.02 Deliverables; #22	"Milestones/Timeline: Data is required to be submitted on a quarterly basis, no later than two calendar months after the end of a calendar quarter, according to the following schedule:" Can the Division describe how and by what means data is submitted on a quarterly basis today?	Data are submitted by facilities to the contractor via a secure site set up by the contractor. The record layout for data submittal follows the Uniform Billing Form (UB-04) data specifications.
12	Sec. 3.02 Deliverables; #17	"Submit a data set to the U.S. Department of Health and Human Services' Agency for Healthcare Research and Quality Hospital Cost and Utilization Project (HCUP) in HCUP's specified format, provided the required agreement between HCUP and State of Alaska DOH is in place." Does the Division have a mechanism such as an existing website for sharing reports and data sets today? If so, can the Division share the details and tools of this process?	The contractor is responsible for sharing the data and has ownership of the mechanism by which data are shared. Currently these are transmitted as zip files on the contractor website and a password is provided to HCUP to download the files.
13	Sec. 5.04 Experience and Qualifications; 2. Questions regarding the firm, item c	"Has the firm provided letters of reference from previous clients?" How many letters of reference does the Division expect to be submitted with our proposal? Do these letters of reference count towards the maximum page limit for Submittal Form B – Experience and Qualifications?	While the question here referenced Sec 5.04, the Answer is embedded in Sec 4.04, item "d." <i>"Organizational Charts and resumes are expected as an attachment to Submittal Form B. The attachments WILL NOT count toward the page limit as described on the submittal form and Section 4.02."</i> Likewise letters of reference should be attached to submittal Form B, and those letters WILL NOT count against the page total. If letters of reference are included, no more than two (2) should be provided.
14	SEC. 1.02 BUDGET	Is the budgeted amount (\$725,000) for the 1st 2 years of the project, or is the budgeted amount expected to cover the full 10 years (assuming the contract is renewed in accordance to the renewal schedule outlined).	This answer is in #6 above, but to confirm, the \$725,000.00 is expected to cover the full 10 years.
15	SEC 1.11 RFP SCHEDULE	Is the contract issue date of 7/1/2025 for the contractor to develop the solution, or does the contractor need to be ready to process the data by this date?	The project date to start the contract is 1 JUL 25. The winning contractor MUST be prepared to assume the duties of the contract deliverables as outlined in Sec 3 when the contract is signed and implemented.
16	SEC 2.01 BACKGROUND INFORMATION	There is a mention of 'data files' being submitted electronically to the data clearinghouse. Could they clarify what this means? Will UB-04 forms be shared electronically with the data included, or will we need to integrate with current systems to pull an extract of these forms? Alternatively, will data extracts be submitted by facilities via a weblink?	This is up to the vendor to determine. Currently data extracts are submitted by facilities via a weblink.
17	SEC 3.12 LOCATION OF WORK	While all work will be performed at the contractor's worksite, can you confirm that cloud-based applications/servers are acceptable?	This project WILL NOT be hosted on the State of Alaska's Servers. The vendor is expected to recommend a solution and methodology for the work to be done. As such, "Cloud-Based" solutions <i>can</i> be acceptable.
18	SEC 3.13 THIRD-PARTY SERVICE PROVIDERS:	Please clarify what is included under 'third-party' services? Are we allowed to use third-party applications/tools like Tableau, MS products etc.?	"Third Party Service Providers" refers to personal that would do the work that are not affiliated with the vendor contracted to do the work, or a documented subcontractor. This terminology DOES NOT include software (like the MS Office Suite) that may be used by the vendor to accomplish their tasks.
19	SEC 3.01 SCOPE OF WORK	DOS' access to database - is this a quarterly access or they must have access to these databases and reports at all times?	The State requires access to the data at all times.

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