

IV&V RFP#2017-IVV-01 Proposal Questions and Answers

Question ID	Date Question Asked	Date Answered	Question	Agency Answer	RFP Page Number	Section Number
30	8/8/2017	8/25/2017	Appendix D: Cost Proposal Template includes in Section 2 a request for hourly rates for each Job title/Labor Category that may be used in completion of this project. Will this Rate Card be included in the evaluation process, and if so how will it be included?	The Rate Card will not be included in the evaluation process.	42	VIII-E
31	8/8/2017	8/25/2017	What methodology will be used to award the 45 points on Cost?	There will be a range of points Contractors can earn in the pricing category based on a baseline created by the lowest price bid.		
32	8/10/2017	8/25/2017	Would the state provide the APD/IAPD document (redacted if necessary) submitted to CMS to obtain funding for this project?	The State will not provide the APD/IAPD for this project.		
33	8/10/2017	8/25/2017	What is the definition and expectation of functional lead?	A functional lead will serve in a business analyst role. Some of their duties would include assessing deliverables, making recommendations and reporting findings.		
34	8/10/2017	8/25/2017	What is the definition and expectation of technical lead?	A technical lead will serve in a system analyst role. Some of their duties would include assessing technical deliverables, making recommendations and reporting findings.		
35	8/10/2017	8/25/2017	Does the state intend to procure PMO and/or System Integrator (SI) services as part of the AMEE and/or AMMI projects?	Yes, the State intends to procure PMO and System Integrator services as part of the AMMI project.		
36	8/10/2017	8/25/2017	Will the IV&V be required to travel outside of Montgomery for any portion of the scope of work (e.g. observing the EVV system in the field)?	No travel will be required outside of Montgomery.		
37	8/10/2017	8/25/2017	Section VI Corporate Background and References has a max limit of 80 single sided pages, does this also include the Resumes. If yes, is this for all staff or only the Attachment C: Key Resume Sheets?	Resumes are not part of the Corporate Background and References Section VI page limit.		VI
38	8/15/2017	8/25/2017	<i>Section IX.EE - Invoicing and Payment</i> How long after receipt of an invoice does acceptance and payment occur?	See Section G. IV&V Deliverables to outline the process for deliverable acceptance. The Agency will follow approved payment procedures.		IX.EE
39	8/15/2017	8/25/2017	<i>Attachment A - Business Associate Agreement</i> Are the Business Associate Agreement terms negotiable?	No, the terms are not negotiable.		Attach A

IV&V RFP#2017-IVV-01 Proposal Questions and Answers

Question ID	Date Question Asked	Date Answered	Question	Agency Answer	RFP Page Number	Section Number
40	8/15/2017	8/25/2017	<p><i>Section II.1, page 25</i> Key Project Personnel Requirements states "All Key Project Personnel will work on site in Alabama." We understand the importance of ongoing, consistent, in-person interactions between IV&V staff and other project stakeholders. However, in our experience, an appropriate level of interaction and accountability can be accomplished more cost effectively without requiring IV&V staff to be onsite 100% of the time. Is it the intent of the Agency that the Contractor has all Key Project Personnel on site in Alabama 100% of the time?</p>	<p>It is not the intent of the Agency that the Contractor has all Key Project Personnel on site in Alabama 100% of the time.</p>	25	II.1
41	8/15/2017	8/25/2017	<p><i>RFP Page 23 - Conflict of Interest Exclusion</i> The Conflict of Interest Exclusion states "The project IV&V Contractor (and its subcontractors) is prohibited from soliciting, proposing or being awarded any project management, quality assurance, software design, development, or other manner of planning, design, development, or implementation activity on the subject project solutions. This exclusion extends to any other project within Alabama Medicaid that may interact with or otherwise provide services to the subject project solutions during the full term of this contract." With regard to the Conflict of Interest Exclusion, we assume that simply having a utilization management and quality review contract with Alabama Medicaid is not a conflict of interest -- in that our contract does not require us to design, implement, and manage the state's MMIS. While our utilization management and quality review contract with Alabama Medicaid does require some interaction with state data sets related to MMIS we assume that this is not a Conflict of Interest. Does the State affirm this?</p>	<p>The State has not determined that a conflict of interest exists at this juncture of the procurement process. However, the bidder has the ultimate responsibility to ensure no conflict exists at the time of bid. The Agency can make no representation that a conflict of interest will not be determined later in the procurement process.</p>	23	
42	8/15/2017	8/25/2017	<p><i>Section IV&V - Contractor Expectations Item #11 and Item #12, page 18-19</i> Will temporary common space be provided while the IV&V team members are onsite, including table top surface, chair, electric power, Wi-Fi access, and meeting space?</p>	<p>The State will provide office spaces. The number of spaces will be determined by vendor need and availability. Space typically includes table top surface, chair, electric power, Wi-Fi access, and meeting space as available</p>	18-19, Item #11,12	IV&V-CE

IV&V RFP#2017-IVV-01 Proposal Questions and Answers

Question ID	Date Question Asked	Date Answered	Question	Agency Answer	RFP Page Number	Section Number
43	8/15/2017	8/25/2017	<i>Section VI.b - Item #4, page 36</i> Corporate Background and References asks the Vendor to provide, "Names and resumes of Senior Managers and Partners in regards to this contract. Use Appendix C: Key Position Resume Sheet." Although Appendix C: Key Position Resume Sheet instructions state, "This form must be used to respond to key positions. For each named individual a separate Key Position Resume Sheet must be submitted." Please clarify if resumes are required for ALL of our Senior Managers and Partners or if resumes of the executive(s) only responsible for the IV&V contract will suffice.	Resumes are required for Senior Managers and Partners that are responsible for the IV&V contract.	36, Item #4	VI.b
44	8/15/2017	8/25/2017	<i>Section IV&V - Contractor Expectations, Item #3, page 16</i> Will there be a separate Quality Assurance/Testing contractor or State Team on the project? If so, what are the State's expectations for the interaction of the I&V Contractor with the QA/Testing Team? Who will the IV&V Project Manager report to at the State?	The State has not determined if there will be a separate Quality Assurance/Testing contractor. The IV&V Project Manager will report to a separate State Agency to be identified by Medicaid.	16, Item #3	IV&V-CE
45	8/15/2017	8/25/2017	<i>Section IV&V - Contractor Expectations, Item #3, page 16</i> Is the incumbent IV&V Contractor eligible to bid on this RFP?	See response to question 22.	16, Item #3	IV&V-CE
46	8/18/2017	8/25/2017	The resume template (Appendix C) does not have a location to include relevant certifications, such as Project Management Professional (PMP). What is the State's recommendation to allow vendors to annotate staff certifications as part of the response to this RFP?	Appendix C has a section listed as "Candidate and Vendor Certification" for staff certifications.		App C
47	8/18/2017	8/25/2017	The IV&V Contractor will play a crucial role in ensuring that the various modules function as required, and will work with the State, the Project Management Office (PMO) Contractor, other AMMI vendors and CMS, as required, to perform this work. Has state chosen Project Management Office (PMO) Contractor?	See response to question 18.		
48	8/18/2017	8/25/2017	On P20 16e, Will IV&V be expected to recommend measures to assess vendor and contractor performance?	Yes, the Agency expects IV&V to <i>recommend</i> measures to assess vendor and contractor performance.	20	16e
49	8/18/2017	8/25/2017	On P21 18/i/3, Will IV&V also be expected to perform design walkthroughs, as applicable.	Yes, the design walkthroughs are part of the review process.	21	18/i/3

IV&V RFP#2017-IVV-01 Proposal Questions and Answers

Question ID	Date Question Asked	Date Answered	Question	Agency Answer	RFP Page Number	Section Number
50	8/18/2017	8/25/2017	Should the response include the following sections? a. Scope of Work b. Pricing (Appendix D) c. Corporate Background and References d. Submission Requirements (Required Forms and Statements)	The RFP outlines with a note each section that should be included in the vendor response.		
51	8/18/2017	8/25/2017	Does the state prefer a specific order for the response sections?	No the State does not prefer a specific order for the response section.		
52	8/18/2017	8/25/2017	Should the pricing proposal (appendix D) be included with the 'submission response' or as a separate document?	The pricing proposal should be a separate document.		
53	8/18/2017	8/25/2017	If pricing (appendix D) is a separate document the document will only be a few pages. Must we submit Appendix D in a separate 3 ring binder or can Appendix D be submitted in a separate sealed envelope?	The Vendor may submit Appendix D in a separate sealed envelope.		
54	8/18/2017	8/25/2017	Are resumes included in the maximum page count of 100 pages for the Corporate Background and References section?	See response to question 37.		