

Amendment 1 to RFP 2024-PM-01

January 31, 2024

NOTE THE FOLLOWING AND ATTACHED ADDITIONS, DELETIONS AND/OR CHANGES TO THE REQUIREMENTS FOR THE REQUEST FOR PROPOSAL NUMBER: RFP 2024-PM-01. THIS AMENDMENT MUST BE INCLUDED IN THE BIDDER'S RESPONSE AND MEET THE REQUIREMENTS AS DEFINED IN THE RFP.

THE BIDDER MUST SIGN AND RETURN THIS AMENDMENT WITH THEIR PROPOSAL.

1. Procurement Library Document PL17 AMA Intent to Attend Mandatory PM RFP Pre-Proposal Vendor Conference Notification Form Replaced with new version PL17 AMA Intent to Attend Mandatory PM RFP Pre-Proposal Vendor Conference Notification Form V2, changed as follows:

Currently Reads as:

This completed form must be emailed to **providermgtrfp@medicaid.alabama.gov** by 5:00 p.m. CT on Wednesday, May 1, 2024.

Revised as:

This completed form must be emailed to **providermgtrfp@medicaid.alabama.gov** by 5:00 p.m. CT on ~~Wednesday, May 1, 2024~~ **Friday, March 1, 2024.**

2. Appendix H- Key Personnel Resume Sheet pages 292 & 294. Changed as follows:

Currently Reads as:

Candidate:

Full Name: Last Name First Name MI
 Address Street: City: State: Zip:
 U.S. Citizen Non-U.S. Citizen Visa Status:
 Status: Employee Self Employed Subcontractor (Name: _____)
 Other:

Revised as:

Candidate:

Full Name: Last Name First Name MI
~~Address~~ ~~Street:~~ ~~City:~~ ~~State:—~~ ~~Zip:~~
Address State: US State (Used to verify services provided within the continental US)
 U.S. Citizen Non-U.S. Citizen Visa Status:
 Status: Employee Self Employed Subcontractor (Name: _____)
 Other:

Currently Reads as:

Education:

Mark highest level completed.	Some HS <input type="checkbox"/>	HS/GED <input type="checkbox"/>	Associate <input type="checkbox"/>	Bachelor <input type="checkbox"/>	Master <input type="checkbox"/>	Doctoral <input type="checkbox"/>
List most recent first, all secondary and post-secondary education (high school, GED, colleges, and universities) attended. Do not include copies of transcripts unless requested. Add additional rows if necessary						
School Name	Degree/Major		Degree Earned	Year Received		

Work Experience:

Describe your work experience related specifically to the Request for Proposal to which you are responding. Please list most recent job first. To add work experience, copy the format below and add additional sheets as needed.

Work Experience #:			
Job Title:			
From	To	Reason for Leaving:	Hours per week
Describe your duties and responsibilities as they relate to the Request for Proposal:			

Revised as:

Education:

Mark highest level completed.	Some HS <input type="checkbox"/>	HS/GED <input type="checkbox"/>	Associate <input type="checkbox"/>	Bachelor <input type="checkbox"/>	Master <input type="checkbox"/>	Doctoral <input type="checkbox"/>
List most recent first, all secondary and post-secondary education (high school, GED, colleges, and universities) attended. Do not include copies of transcripts unless requested. Add additional rows if necessary						
School Name			Degree/Major	Degree Earned	Year Received	

Required Certifications (when applicable):

<i>Certification</i>	<i>Year Initially Received</i>	<i>Certification Current</i>

Work Experience:

Describe your work experience related specifically to the Request for Proposal to which you are responding. Please list most recent job first. To add work experience, copy the format below and add additional sheets as needed.

Work Experience #:			
Job Title:			
From	To	Reason for Leaving:	Hours per week
Describe your duties and responsibilities as they relate to the Request for Proposal:			

3. Section II. Scope of Work, Sub-Section L. Enterprise and General Services 1. Enterprise and General Services Management, pages 143-150, Changed as follows:

Currently Reads as:

Table Error! No text of specified style in document.-1: Key Personnel – Testing Manager

Position Type	Min. FTE	Phases	Allocation
Testing Manager			
Key (Named)	1.00 FTE	Contract Start Date through Federal Certification	100% allocated to the Agency
Minimum Required Responsibilities			
<ul style="list-style-type: none"> • Manage testing activities during DDI and Federal Certification • Manage testing activities for enhancements, maintenance, and operations, as needed • Direct and oversee the development of the Test Plan and Strategy for DDI and Federal Certification • Coordinate, plan, document, and facilitate the testing preparation, activities, and tasks • Produce and maintain associated schedules, plans, and procedures for testing • Set project or program controls and tracking to allow effective management of the defined tasks; report progress to project or program management as required • Lead training of Agency personnel and Agency-designated contractors in the use of testing tools • Validate that testing activities are carried out according to quality standards • Oversee testing processes, test scripts, preparation of test environments; verify that requirements are tested and test plans that can be traced to requirements • Provide testing metrics and reports and report on test case completion, defects, and defect resolution • Work with the Agency in support of User Acceptance Testing (UAT) 			
Minimum Required Experience (MRE)			Minimum Required Qualifications
Minimum four (4) years of professional experience leading teams for software testing, E2E testing, integration testing, UAT, and/or automation testing			Bachelor's Degree - Software Engineering, Information Systems, or other Technical degree.

Revised as:

Table Error! No text of specified style in document.-2: Key Personnel – Testing Manager

Position Type	Min. FTE	Phases	Allocation
Testing Manager			
Key (Named)	1.00 FTE	Contract Start Date through Federal Certification	100% allocated to the Agency
Minimum Required Responsibilities			

<ul style="list-style-type: none"> • Manage testing activities during DDI and Federal Certification • Manage testing activities for enhancements, maintenance, and operations, as needed • Direct and oversee the development of the Test Plan and Strategy for DDI and Federal Certification • Coordinate, plan, document, and facilitate the testing preparation, activities, and tasks • Produce and maintain associated schedules, plans, and procedures for testing • Set project or program controls and tracking to allow effective management of the defined tasks; report progress to project or program management as required • Lead training of Agency personnel and Agency-designated contractors in the use of testing tools • Validate that testing activities are carried out according to quality standards • Oversee testing processes, test scripts, preparation of test environments; verify that requirements are tested and test plans that can be traced to requirements • Provide testing metrics and reports and report on test case completion, defects, and defect resolution • Work with the Agency in support of User Acceptance Testing (UAT) 	
Minimum Required Experience (MRE)	Minimum Required Qualifications
Minimum four (4) years of professional experience leading teams for software testing, E2E testing, integration testing, UAT, and/or automation testing	Bachelor's Degree - Software Engineering, Information Systems, or other Technical degree; <i>or equivalent work experience as listed in the MRE</i>

Currently Reads as:

Table Error! No text of specified style in document.-3: Key Personnel – Data Steward

Position Type	Min. FTE	Phases	Allocation
Data Steward			
Key (Named)	1.00 FTE	Contract Start Date through Turnover and Closeout	100% allocated to the Agency during DDI 50% for the first six (6) months of Operations then thereafter 25%.
Minimum Required Responsibilities			
<ul style="list-style-type: none"> • Primary contact for the data issues within the PM Services solution • Primary contact for establishing the PM Services solution’s data governance program, including: <ol style="list-style-type: none"> 1. Define the data 2. Establish data ownership 3. Identify data assets, lineage, and business rules within their own data domains to ensure data element continuity and avoid data conflict • Collaborate internally to establish data quality reporting metrics, evaluate, and identify issues/corrections and coordinate and implement data management best practices. • Manage and control the quality of data of the Agency and/or their specific program area • Gather/utilize Agency approved methods/processes used to collect data • Monitor the processes for collecting data and ensure that the information is in the right format 			

Position Type	Min. FTE	Phases	Allocation
<ul style="list-style-type: none"> Organize data according to the business units needs and references while maintain compliance to data governance policy Assist the Agency in solving data-related issues by managing data corruption or mapping data between program areas Create and support processes and procedures along with access controls to monitor adherence to established internal policies and standards Maintain quality of the data with program engagement for feedback, concerns, or questions Monitor data usage to assist and share information on trends in data utilization, while providing insights on data use details (how, where, what, etc.) to support administrative and operational decision-making Ensure compliance and security of the data for protecting the data assets while providing information on potential risks and offering regulatory guidance 			
Minimum Required Experience (MRE)			Minimum Required Qualifications
<ul style="list-style-type: none"> 2-5 years of direct work experience as a data steward, data analyst, data scientist, or data engineer working in a health care or related entity, preferably with both claims and clinical data in support of Health information management activities, or within an organization’s data governance infrastructure and policy framework. Knowledge of Medicaid claims data formats as well a Health Level 7 (HL7), Consolidated Clinical Document Architecture (C-CDA0 and United States Core of Interoperability (USCDI) preferred. 			Bachelor’s degree in information technology, computer science, management information system, statistics, or other related data discipline. Certification optional but preferred.

Revised as:

Table Error! No text of specified style in document.-4: Key Personnel – Data Steward

Position Type	Min. FTE	Phases	Allocation
Data Steward			
Key (Named)	1.00 FTE	Contract Start Date through Turnover and Closeout	100% allocated to the Agency during DDI 50% for the first six (6) months of Operations then thereafter 25%.
Minimum Required Responsibilities			
<ul style="list-style-type: none"> Primary contact for the data issues within the PM Services solution Primary contact for establishing the PM Services solution’s data governance program, including: <ol style="list-style-type: none"> Define the data Establish data ownership Identify data assets, lineage, and business rules within their own data domains to ensure data element continuity and avoid data conflict Collaborate internally to establish data quality reporting metrics, evaluate, and identify issues/corrections and coordinate and implement data management best practices. Manage and control the quality of data of the Agency and/or their specific program area Gather/utilize Agency approved methods/processes used to collect data 			

Position Type	Min. FTE	Phases	Allocation
<ul style="list-style-type: none"> • Monitor the processes for collecting data and ensure that the information is in the right format • Organize data according to the business units needs and references while maintain compliance to data governance policy • Assist the Agency in solving data-related issues by managing data corruption or mapping data between program areas • Create and support processes and procedures along with access controls to monitor adherence to established internal policies and standards • Maintain quality of the data with program engagement for feedback, concerns, or questions • Monitor data usage to assist and share information on trends in data utilization, while providing insights on data use details (how, where, what, etc.) to support administrative and operational decision-making • Ensure compliance and security of the data for protecting the data assets while providing information on potential risks and offering regulatory guidance 			
Minimum Required Experience (MRE)			Minimum Required Qualifications
<ul style="list-style-type: none"> • 2-5 years of direct work experience as a data steward, data analyst, data scientist, or data engineer working in a health care or related entity, preferably with both claims and clinical data in support of Health information management activities, or within an organization’s data governance infrastructure and policy framework. • Knowledge of Medicaid claims data formats as well a Health Level 7 (HL7), Consolidated Clinical Document Architecture (C-CDA0 and United States Core of Interoperability (USCDI) preferred. 			Bachelor’s degree in information technology, computer science, management information system, statistics, or other related data discipline. Certification optional but preferred; <i>or equivalent work experience as listed in the MRE.</i>

Currently Reads as:

Table II-52 Key Personnel- Data Manager

Position Type	Min. FTE	Phases	Allocation
Data Manager			
Key (Named)	1.00 FTE	Contract Start Date through Turnover and Closeout	100% allocated to the Agency during DDI 50% for the 1st six months of Operations then thereafter 25%.
Minimum Required Responsibilities			
<ul style="list-style-type: none"> • Participate in Agency Data Governance activities as requested • Oversee adherence to project, Agency, State and Federal data governance policies • Manage and collaborate with stakeholder in the design, implementation, maintenance and support of data services and projects • Oversees data design and the creation of database architecture and data repository(ies) • Develop the PM Data Management Plan • Manage data mapping and/or conversion activities • Deploy Data Corrective Action processes (as needed) 			

<ul style="list-style-type: none"> Provide information as needed for project status reporting 	
Minimum Required Experience (MRE)	Minimum Required Qualifications
<ul style="list-style-type: none"> 8+ years of experience managing Medicaid or Major Health Care Payer data projects 5+ years of experience using visualization and analytics tools such as (Tableau, Power BI, Excel, etc.) 6+ years of experience as a Data Manager (manager of datacenter or infrastructure type project) 6+ years of experience with implementation and operations of technology deployments relevant to the proposed solution Advanced understanding of SQL or working directly with MS Access joining relational tables together and knowledge of one other scripting/compiled/statistical programming language (e.g., VBA, Python, R, SAS, .NET, C++, Java, etc.) Working knowledge of Medicaid Claims and Administrative data Understanding of HL7 and FHIR data standards Working knowledge of Medicaid Transformation Initiative, Medicaid Information Technology Architecture (MITA) 3.0, and the CMS Conditions for Enhanced Funding 	<p>Bachelor's Degree - Computer Science, Software Engineering, Information Systems, or other Technical degree.</p>

Revised as:

Table II-52 Key Personnel- Data Manager

Position Type	Min. FTE	Phases	Allocation
Data Manager			
Key (Named)	1.00 FTE	Contract Start Date through Turnover and Closeout	100% allocated to the Agency during DDI 50% for the 1st six months of Operations then thereafter 25%.
Minimum Required Responsibilities			
<ul style="list-style-type: none"> Participate in Agency Data Governance activities as requested Oversee adherence to project, Agency, State and Federal data governance policies Manage and collaborate with stakeholder in the design, implementation, maintenance and support of data services and projects Oversees data design and the creation of database architecture and data repository(ies) Develop the PM Data Management Plan Manage data mapping and/or conversion activities Deploy Data Corrective Action processes (as needed) Provide information as needed for project status reporting 			
Minimum Required Experience (MRE)	Minimum Required Qualifications		

<ul style="list-style-type: none"> • 8+ years of experience managing Medicaid or Major Health Care Payer data projects • 5+ years of experience using visualization and analytics tools such as (Tableau, Power BI, Excel, etc.) • 6+ years of experience as a Data Manager (manager of datacenter or infrastructure type project) • 6+ years of experience with implementation and operations of technology deployments relevant to the proposed solution • Advanced understanding of SQL or working directly with MS Access joining relational tables together and knowledge of one other scripting/compiled/statistical programming language (e.g., VBA, Python, R, SAS, .NET, C++, Java, etc.) • Working knowledge of Medicaid Claims and Administrative data • Understanding of HL7 and FHIR data standards • Working knowledge of Medicaid Transformation Initiative, Medicaid Information Technology Architecture (MITA) 3.0, and the CMS Conditions for Enhanced Funding 	<p>Bachelor's Degree - Computer Science, Software Engineering, Information Systems, or other Technical degree; <i>or equivalent work experience as listed in the MRE.</i></p>
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I hereby acknowledge the receipt of Amendment 1 to *RFP 2024-PM-01*.

Authorized [Proposer/Vendor] Signature

Date

[Proposer/Vendor] Organization