

REQUEST FOR PROPOSALS

ADDENDUM # 1

ISSUED: 09/06/2013

RFP NUMBER: CSP904914
INDEX NUMBER: DOH089

The State of Ohio, through the Department of Administrative Services, Office of Procurement Services, for the Ohio Department of Health is requesting proposals for:

CONSULTING SERVICES FOR THE AFFORDABLE CARE ACT

Attached is page 4 to this Request for Proposal (RFP). Remove the corresponding page from the existing RFP and replace with the attached.

Reason for Addendum. This addendum is issued to delete reference to Ohio's implementation plan for ACA requirements, Section 1.4.1 Qualifications, Item (E).

PROPOSAL DUE DATE:	September 18, 2013 by 1:00 PM
OPENING LOCATION:	Department of Administrative Services General Services Bid Desk 4200 Surface Road Columbus, Ohio 43228-1395

- D. Identification and qualifications of key project personnel and their responsibilities to the project. Include resumes and complete the forms in section 5.2.
- E.

1.4.2 DELIVERABLES

- A. The successful Contractor shall correspond with the ODH Contract Manager(s) on a biweekly basis with regard to assignments and related progress.
- B. With guidance from the ODH Contract Manager(s), plan facilitate and assist in researching the Affordable Care Act with regard to, but not limited to, the following programs: Children with Medical Handicaps, Help Me Grow, HIV/AIDS, Breast and Cervical Cancer, Immunizations, etc.
- C. Contractor will meet with programmatic areas to discuss and document current program operations, services, and funding sources. Contractor will provide detailed information to select ODH staff on the impact of the ACA on public health.
- D. Contractor will meet with programmatic areas to draw conclusions of the potential impact of the Affordable Care Act and Medicaid expansion in regard to what services will be covered by the ACA/Medicaid and what services would not. Document findings and support by reference to the law or rationale for conclusions.
- E. The Contractor will prepare Monthly Status Reports that include progress, next steps, time lines, targets and any other pertinent information to the ODH Contract Manager(s).
- F. Contractor will prepare a draft final report that details the Affordable Care Act/Medicaid coverage as it relates to Public Health, detail the program and financial impact on ODH programs once the Affordable Care Act/Medicaid expansion is implemented, and any final conclusions.

1.4.3 PROPOSAL RESPONSE

- A. The technical proposal shall include a description of the Offeror's experience and expertise conducting same or similar projects. The description must include how the Offeror meets the qualifications in section 1.4.1.
- B. The technical proposal shall identify and describe the Offeror's experience. Include success stories as an example of the Offeror's capacity to perform the Project Scope of Work and Deliverables.
- C. The Offeror shall also attach a list of three (3) references (other than ODH) by previous users of the Offeror's services in performing similar projects. Include in Section 5.2 the contact name and appropriate phone number. DAS may, at its discretion, contact the references provided. There is no obligation on the part of DAS or ODH to contact any reference.
- D. The Offeror must provide identification and description of any subcontractors to be used, if any. Subcontractors must be approved by ODH. However, Offeror may subcontract without ODH's approval for the purchase of articles, supplies, components, or special mechanical services that do not involve the type of work or services described in the Scope of Work or Deliverables in this RFP, but which are required for its satisfactory completion.
- E. The Offeror must include at least one sample of a project final report as a writing example.
- F. The Offeror will provide a proposed detailed plan description of how all of the requirements specific to this project will be implemented, including each item under Section 1.4, Scope of Work and Deliverables. All the tasks outlined must be clearly identified and discussed in the response.
- G. The Offeror will clearly indicate the amount of time that lead and key project personnel will be expected to work on the project, time and percentage FTE.
- H. The Offeror will describe a contingency plan for completing the project in the event the lead or key project personnel become unavailable for any reason.
- I. The Offeror will identify any anticipated difficulties in meeting the specifications and a description of proposed solutions to those difficulties.
- J. The Offeror is required to submit the appropriate level of detail for the information required; failure to do so may result in the Proposal being deemed non-responsive. If a requirement can be exceeded by the Offeror, the proposal should state the degree to which the requirement will be exceeded and how. If a requirement cannot be fully met, the Offeror must state the reasons and must provide alternatives that can be accomplished to meet the requirements.
- K. Proposals should include documentation of the financial stability of the Offeror in order to demonstrate the financial capacity to complete the Work.
- L. The Cost Proposal should detail the number of hours and the hourly rate to complete each deliverable, as indicate on the Cost Summary section 3.0.

- 1.5 CONFIDENTIAL INFORMATION The process to procure goods and services by DAS is open to inspection by the public. DAS makes available prices (offered and accepted), terms of payment, Proposal materials, evaluation scores, product information, and other types of information DAS uses in evaluating and/or awarding the Contract, consistent with Ohio's public records law. DAS will seek to open the Proposals in a manner that avoids disclosing their contents. Additionally, DAS will seek to keep the contents of all Proposals confidential until the Contract is awarded. Further, the DAS will open for public inspection all Proposals provided to the DAS in response to this RFP after award.

* To indicate the removal of this reference and requirement.