

# **AMENDMENT #1 FOR RFP NUMBER 0A1180**

**DATE AMENDMENT ISSUED: October 5, 2016**

The State of Ohio, through the Department of Administrative Services, for the Ohio Department of Medicaid is requesting proposals for:

**Independent Verification & Validation Services**

<b>INQUIRY PERIOD BEGINS:</b>	<b>September 27, 2016</b>
<b>INQUIRY PERIOD ENDS:</b>	<b>October 19, 2016</b>
<b>OPENING DATE:</b>	<b>October 26, 2016</b>
<b>OPENING TIME:</b>	<b>1:00 P.M.</b>
<b>OPENING LOCATION:</b>	<b>Department of Administrative Services General Services Division Bid Desk 4200 Surface Road Columbus, Ohio 43228-1313</b>

This RFP consists of five parts and ten attachments, totaling 81 consecutively numbered pages. Supplements also are attached to this RFP with a beginning header page and an ending trailer page. Please verify that you have a complete copy.

In lieu of taking exceptions to RFP requirements, including but not limited to terms and conditions, scope of work statements, service levels requirements, etc., or providing assumptions that may be unacceptable to the State, offerors are strongly encouraged to use the inquiry process in Part Three of the RFP.

**\*Note:** Throughout this RFP, you may see the Contractor referenced as “Vendor” or “Service Provider.” “Contractor” and “Service Provider” terms may be used due to federal requirements being quoted verbatim in this document.

**Offeror Profile.** Each Supplement Response must include a description of the offeror capability, capacity, and experience in support of the requirements of each Supplement response. The description should include the date the offeror was established, its leadership, number of employees, number of employees the offeror will engage in tasks directly related to the Project, and any other background information or relevant experience that will help the State gauge the ability of the offeror to fulfill the obligations of the Contract.

The offeror must use the Offeror Profile Summary Form(s) (Attachment Seven) and fill them out completely to provide the required information. All offerors must demonstrate experience to meet each of the applicable mandatory requirement(s) evaluation criteria by including the offeror mandatory requirement form provided in this RFP. Each offeror must meet the applicable mandatory requirement(s) in the RFP. If an offeror does not meet the applicable mandatory requirement(s), the State may reject the offeror's Proposal as non-responsive.

The various sections of the Offeror Profile Summary Forms are described below:

- a) **Mandatory Experience and Qualifications.** The offeror must complete this section to demonstrate that it has the experience needed to meet the RFP's mandatory requirements. For each reference, the offeror must provide the following information:
- **Contact Information.** The offeror must provide a client contact name, title, phone number, email address, company name, and mailing address. The offeror also must include the same information for an alternate client contact, in case the State cannot reach the primary contact. Failure to provide this information or providing information that is inaccurate or out of date may result in the State not including the reference in the evaluation process or rejecting the offeror's Proposal. The contact information given must be for a person within the client's organization and not a co-worker or a contact within the offeror's organization, subsidiaries, partnerships, etc.
  - **Project Name.** The offeror must provide the name of the project where it obtained the mandatory experience.
  - **Dates of Experience.** The offeror must complete this area with a beginning month and year and an ending month and year to show the length of time the offeror performed the work, not just the length of time the offeror was engaged by the reference.
  - **Description of the Related Service Provided.** The State will not assume that, since the experience requirement is provided at the top of the page, all descriptions on that page relate to that requirement. The offeror must reiterate the experience being described, including the capacity in which the work was performed and the role of the offeror on the Project. It is the offeror's responsibility to customize the description to clearly substantiate the qualification.
  - **Description of how the related service shows the offeror's experience, capability, and capacity to develop the Deliverables and to achieve the milestones within the scope of work of this RFP.**

The offeror must list each project experience separately and completely every time it is referenced, regardless of whether it is on the same or different pages of the form.

- b) **Offeror organization overview.** This section details the offeror's corporate background and experience. The section should include the following information:
1. **Offeror's knowledge of the MECL:** The offeror is to describe its understanding of and experience with the Medicaid Enterprise Certification Life Cycle (MECL), including any experience supporting states through CMS certification.
  2. **Offeror's knowledge of health and human services:** The offeror is to describe its understanding of health and human services (HHS). The offeror is to provide an explanation of its strategies and areas of focus within this sector. The offeror must discuss key trends affecting this sector in the next three to five years and how your perspective will translate into benefits for Ohio.
  3. **Existing business relationships with Ohio:** The offeror is required to explain any existing business relationships that the offeror (including affiliates and proposed subcontractors) currently have with the State of Ohio. The offeror is required to disclose all existing projects and/or contracts, whether the offeror serves as the prime or sub-contractor. The offeror must also provide a name for the Account Representative of each project and/or contract and information regarding the Account Representatives interaction with the Integrate Eligibility and HHS Business Intelligence Project. . (This has been captured in the Attachment Seven Forms.)
  4. **HHS contracts in the last five years:** The offeror must provide a listing and contact information for all contracts/clients in the HHS space for the last five (5) years **\*that are similar in scope to this RFP (e.g. IV&V and MMIS Contracts)**, and denote any that are pending