



## COMMONWEALTH of VIRGINIA

### DEPARTMENT OF MEDICAL ASSISTANCE SERVICES

600 East Broad Street, Suite 1300

Richmond, VA 23219

July 27, 2016

**ADDENDUM No. 2 TO VENDORS:**

**Reference Request for Proposal:** RFP 2016-02, Modular Core Services Solutions

**Dated:** July 15, 2016

**Proposal Due Date:** September 9, 2016

Below are updates that may delete, add, modify or clarify certain aspects of the aforementioned RFP. Please incorporate as necessary.

**1. Electronic Data Interchange (EDI) requirements are not applicable for the Performance Management Solution (PEMS) and the Plan Management Solution (PLMS)**

The table on the first page of Appendix J – Modular Core Services Solutions Requirements is revised for the entry “J.15 – Electronic Data Interchange” as shown below. This update reflects the fact that the EDI requirements in section J.15 are not applicable for the Performance Management Solution (PEMS) and the Plan Management Solution (PLMS). As such, the checkmarks (✓) in the respective Performance and Plan columns are removed from the table.

Applicable Appendix J Sections	Management/Services Solutions				
	Care	Operations	Performance	Plan	Provider
J.15 – Electronic Data Interchange	✓	✓			✓

The Requirements Traceability Matrices (RTM) and Proposal Evaluation Scoresheets in the DMAS procurement library for PEMS and PLMS reflect this revision.

**2. Revisions to Table 9 – Operations Key Personnel Requirements for PEMS, PLMS, and CRMS**

Table 9 – Operations Key Personnel Requirements for PEMS, PLMS, and CRMS have been revised to reflect that Operations Roles for the Account Manager and Business Product Support Manager positions are optional in the Richmond Based column. CRMS is unchanged. The revised Table 9 is shown below.

Operations Role	Years of Medicaid or Health Plan Experience	Preferred Minimum Years of Experience in Role	Richmond Based	Education/ Certification
Executive Account Director	10	5	Optional	College degree
Account Manager	7	4	PEMS, PLMS: Optional CRMS: Y	College degree; PMP preferred
Project Manager (Certification)	5 (Medicaid specifically)	3	Optional	College degree; PMP
Business Product Support Manager	7	4	PEMS, PLMS: Optional CRMS: Y	College degree
Technical Product support Manager	7	4	Optional	College degree

**3. RFP Section 9.b.2.1. Volume 1 – Technical Proposal, File 3: Scope of Work, has been modified to add a Section 3 for Offerors to include their response(s) to RFP Section 3.c.**

A new numbered item section (#3) is added in section 9.b.2.1 Volume 1 – Technical Proposal, sub-section File 3: Scope of Work, as follows:

**3. DMAS Defined Options:** Contractor shall provide a detailed response to each of the following sections of RFP *Section 3.c., DMAS Defined Options*, using the heading titles provided below.

3.1 Mandatory Pricing Options

3.2 Optional Pricing Options

**4. Posting of the 5 Modular Core Services Solution Proposal Evaluation Scoresheets to the eVA and DMAS websites.**

**See Attachment 1 (below) for additional questions posed by Offerors and the Department of Medical Assistance Services (DMAS) responses.**

Please note some questions may take additional time to generate an adequate response. If you do not see a response to a question you have submitted, please monitor the DMAS and eVA website for future addendums.

A signed acknowledgment of this addendum must be received by this office, either prior to the proposal due date and hour required or attached to your proposal response. Signature on this addendum does not substitute for your signature on the original proposal document. The original proposal document must be signed.

Sincerely,

A handwritten signature in black ink, appearing to read "Christopher Banaszak". The signature is fluid and cursive, with the first name "Christopher" written in a larger, more prominent script than the last name "Banaszak".

**Christopher M. Banaszak**  
DMAS Contract Manager

**Name of Firm:** \_\_\_\_\_

**Signature and Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Attachment 1**  
**RFP 2016-02, Addendum 2**  
**Offerors Questions and DMAS Responses**

RFP	Question #	RFP Cite	Offeror Question	DMAS Response
MCSS	1	9.b and 9.b.2	Does the State require the Contractor to submit separate proposal volumes including Technical, Cost, and Redacted for each of the Modular Core Services Solutions (Provider Services, Care Management, Operations Services, Plan Management, and Performance Management) resulting in a maximum of 5 * 3 = 15 separate volumes? The file naming convention suggests that there are separate proposal files for each of the Modular Core Services Solutions	Yes. If a Contractor is interested in bidding on all five (5) Modules (Provider Services, Care Management, Operations Services, Plan Management, and Performance Management), they are required to submit five (5) separate proposals in accordance with the instructions under RFP Section 9.
MCSS	2	9.b and 9.b.2	If the contractor is responding to all 5 component solutions, does the state want contractors to include a response to items 2.1-2.7 in each of their 5 separate proposals?	Yes. If a Contractor is interested in bidding on all five (5) Modules (Provider Services, Care Management, Operations Services, Plan Management, and Performance Management), they are required to submit five (5) separate proposals in accordance with the instructions under RFP Section 9.
MCSS	3	3.c	RFP Section 9.b, Proposal Format, does not include a section for the DMAS Defined Options. Please identify where in the proposal the Defined Options should be described.	RFP Section 9.b.2.1., File 3, has been modified to add a Section 3 for Offerors to include their response(s) to RFP Section 3.c.

**Attachment 1**  
**RFP 2016-02, Addendum 2**  
**Offerors Questions and DMAS Responses**

RFP	Question #	RFP Cite	Offeror Question	DMAS Response
MCSS	4	9.a.15	The RFP did not provide an evaluation scoring breakdown. Will the State provide the proposal scoring breakdown to contractors? If contractors are bidding multiple module core component solutions, will the state evaluate each module core component solutions – Provider Service, Care Management, Operations Service, Plan Management, Performance Management - separately or jointly? What scoring and weights for each of the module core component solution will be used to evaluate each proposal?	Proposal Evaluation Scoresheets will be posted for each solution on July 27, 2016. If a Contractor provides a proposal for more than one solution, each solution will be evaluated independently.

**Attachment 1**  
**RFP 2016-02, Addendum 2**  
**Offerors Questions and DMAS Responses**

RFP	Question #	RFP Cite	Offeror Question	DMAS Response
MCSS	5	1.e.2; 1.e.3	<p>The RFP states that the Business and Technical Architecture Domain Diagrams are not a mandatory set of requirements and the Contractor is not restricted by the diagrams. However, the separate solution proposals required in section 9.b Proposal Format on page 87 seem to be based on the 5 Modular Core Services Solutions defined in the RFP and shown in the diagrams. Please clarify how the Offeror should submit proposals that reflect “its best solution” if its architecture solution cuts across more than one of the 5 solution services defined in the RFP and is not uniquely separable.</p> <p>In order to provide cost savings, will the Commonwealth allow the Contractor to “bundle” the Provider Services Solution (PRSS), Care Management Solution (CRMS), and the Operations Services Solution (OPSS) in a single proposal, and will it be evaluated and awarded as a single contract? If not, can more than one of the 5 service solution proposals be made dependent upon the other(s)?</p>	<p>If a Contractor is interested in bidding on all five (5) Modules (Provider Services, Care Management, Operations Services, Plan Management, and Performance Management), they are required to submit five (5) separate proposals in accordance with the instructions under RFP Section 9. Contractors are responsible for proposing their best solution to the requirements.</p> <p>All Proposals will be evaluated independently from one another and Contractors should not submit "bundled" proposals on the assumption it will be evaluated and awarded as a single contract. Contractors are also encouraged not to submit proposals that are dependent upon other proposals as part of their submission package(s). Although a single Contractor may be awarded more than one contract (one for each module), awards will be based on the merits of best value as defined under RFP Section 9.a.14.</p>