

Section Reference	Page	Question	Answer
I.A	1	This sections states that New Mexico is seeking a contractor that “specializes in economics, statistics, and actuaries.” Is there a required actuarial component of this engagement?	Yes.
I.B	1	This sections states that there are “4 people on the Supports Waiver.” Could the State confirm that this is accurate?	Confirmed.
I.C	2	The Scope of Procurement states that the contract term is a period of four years. In Section IV, Specifications, the Detailed Scope of Work states, “Offeror shall conduct an independent rate study...” From this description, it appears the intent is to conduct a single rate study within the four year period. From review of Appendix D, it appears the Technical Specifications a) – h) are to include the monthly cost for each specification. These costs are then annualized and multiplied by four to calculate a total proposal price. It can be interpreted the rate study cycle is to occur four times within the contract period. Please clarify the total number of rate studies to be completed within the four-year contract term.	See Amendment. The scope of this procurement is to conduct a singular rate study which is expected to conclude by June 30, 2025.
I.C.	2	1. RFP Section I.C. Scope of Procurement. Given that the contract period for RFP 25-630-0700-0004 is four years, and considering “House Bill 395 which requires DDSD, contingent upon available funding, under Section 28-16A-3 NMSA 1978 (Laws 1993, Chapter 50, Section 3, as amended), to conduct independent biennial cost studies,” can DDSD confirm that the scope of this RFP is for the completion of two rate studies, and that the proposed cost should reflect these two studies?	The scope of this procurement is for a singular rate study with a deadline of June 30, 2025. Please see amendment.
III. RESPONSE FORMAT AND ORGANIZATION	22	In section III.C, <i>Proposal Content and Organization</i> , the instructions do not specify where Offerors should detail their proposed approach to the scope of work. Could the state provide clarification or guidance on where this information should be included within the Technical Proposal content structure outlined on page 22?	See Amendment.

Appendix D, Cost Proposal	22	Appendix D, Cost Proposal, The structure of the cost proposal extrapolates four years of vendor costs based on estimated monthly levels of effort. We anticipate substantial variation in expenses during peak months of performance and the intervening periods between rate study efforts. Is the intention for the vendor to estimate average monthly costs (blending peak and trough levels of effort), or to estimate the total cost of the project, divided by 48 months? Does the cost proposal format reflect likely invoicing arrangements, or is HCA flexible in structuring payments according to milestones or vendor invoicing schedules that more closely approximate monthly payments proportional to anticipated monthly efforts and expenses?	Appendix D, Cost Proposal is revised in the Amendment. Please see Amendment
III.C.	22	1. RFP Section III.C. Proposal Content and Organization. Approaches to rate studies may vary, with significant implications for proposed costs. To ensure DDSD has the necessary information to select a rate study that meets their needs, does DDSD expect each vendor to include the proposed approach to the scope of work in the "Proposal Summary (Optional)" section of the Technical Proposal? If not, where should this content be provided in the Technical Proposal?	See Amendment.
Appendix D Cost Response Form	22	1. RFP Appendix D Cost Response Form. Actual work related to the biennial rate study will vary widely from month to month over the four-year contract term. Should the average monthly cost reflect the average monthly costs for the entire four-year term, or the average monthly costs for periods when the biennial rate study work is expected to occur?	This will be a fixed-price deliverable-based contract. Please see amendment.
Appendix D Cost Response Form	22	1. RFP Appendix D Cost Response Form. Are any of the technical specifications expected to require on-site travel? How many meetings are anticipated to be held on-site?	There could be one on-site meeting required.
Appendix D Cost Response Form	22	1. RFP Appendix D Cost Response Form. Should the monthly cost include Gross Receipts Tax as described in Section 2, Compensation, of the draft contract?	The all inclusive fixed price should be inclusive of GRT.
Appendix D Cost Response Form	22	In addition to Appendix D Cost Response Form, can offerors include workplans in the cost proposal?	Yes.

IV. Specification	23	According to section <i>IV.A Rate Study</i> , could the State clarify if incorporating value-based rates is only applicable to the Supports Waiver, or should vendors apply this to all four (4) HCBS Waivers? i.e. DDW, MV, MF, SW.	Yes.
IV. Specifications. A.4.12	23	RFP Section IV. Specifications. A.4.12 states that the vendor is expected to “Propose a Rate Study methodology that includes, but is not limited to the collection of data on...m. Acuity and level of care;” How does DDSD expect the vendor to collect acuity data on waiver members that differs from the acuity information maintained by the State?	The state is not expecting the vendor to collect different data but rather collect existing data that includes but is not limited to acuity score and level of care as part of the analysis to propose recommended rates.
IV.A.4.11	24	Item 11 in the Contractor’s responsibilities is to propose a methodology to collect information from waiver service providers. Are there current tools developed during prior rate studies that will be utilized for this rate study, or will new tools need to be developed?	The Contractor is expected to bring all tools needed to complete the SOW.
Scope of Work in Section IV - Specification in A.4	25	Are bidders expected to offer a proposed approach to the Detailed Scope of Work in Section IV? Is this the Mandatory Specification in A.4, which does not appear to be part of the evaluation scoring?	See Amendment.
	25	When addressing the Detailed Scope of Work, can we reorder the tasks as long as they are all addressed? For example, amongst the last listed tasks are development and approval of a work plan and timeline, but these would occur at the beginning of the project.	Yes.
IV. Specification	25	Per #12.O in section <i>IV.A Rate Study</i> , can the state explain which costs you are referencing? Are these administrative costs that providers should submit in cost reports, or is the state looking to have the rate methodology meet the 80% payment adequacy requirement?	Administrative Costs.
IV. Specifications	25	In “ <i>Detailed Scope of Work, A. Proposed Rate Models</i> ”, line number three (3) in the list is blank. Is there an additional scope requirement that should be listed on line 3? If yes, what is the line three requirement?	No additional information should be there; it was a spacing typo.

<p>IV. Specifications</p>	<p>27</p>	<p>It is clear that subsection 1- Organizational Experience (pp. 27-28) and subsection 2- Organizational References (pp. 28-29) are required areas for response, with several prompts included for each subsection and a rubric for scoring the subsections presented in Section V.A. However, Section IV appears to list two additional subsections (3- Oral Presentation and 4- Mandatory Specification), with seemingly no required prompts included. These subsections are not listed on the scoring rubric presented in Section V.</p>	<p>Please see Amendment. The Product Implementation table is only provided as an example of what the State of New Mexico's Deliverable table looks like; It is not expected to be completed with the proposal submission.</p>
		<p>A. Can you confirm that Section B (Technical Specifications) of our response must only address the prompts under B.1.- Organizational Experience and B.2.- Organizational References? B. Can you confirm that no response to B.3.- Oral Presentation or B.4.- Mandatory Specification is required? Also, there is a "Product Implementation" table listed under B.4.- Mandatory Implementation. C. Is it the offeror's intention for a completed "Product Implementation" table to be included in our response? If so, and based on the Technical Specifications outline, where should it be included in the response?</p>	
<p>Section IV. Technical Specifications. Section 4: Mandatory Specification A. Product Implementation (p. 29-30)</p>	<p>27</p>	<p>Section IV. Technical Specifications. Section 4: Mandatory Specification A. Product Implementation (p. 29-30), Is the intent of this section to solicit a list of vendor-identified deliverables (and due dates) estimated to be required for completing the scope of work? It is unclear what level of detail is sought, or how this section fits within the required proposal format. An example response would be helpful to identify appropriate information to complete these tables. Finally, is the table cell labeled "compensation" supposed to refer to the estimated cost of the identified deliverable? If so, could the State elaborate on how to reconcile this information with the instruction to report vendor expenses and pricing only on the cost proposal, and NOT the technical proposal?</p>	<p>Please see Amendment. The Product Implementation table is only provided as an example of what the State of New Mexico's Deliverable table looks like; It is not expected to be completed with the proposal submission</p>
<p>Section V. Evaluation, Section A. Evaluation Point Summary and Section B. Evaluation Factors B.1-B.2</p>	<p>32</p>	<p>Section V. Evaluation, Section A. Evaluation Point Summary and Section B. Evaluation Factors B.1-B.2, How are responses to the scope of work going to be incorporated into the evaluation?</p>	<p>Please see amendment. An evaluation factor for 'Response to Scope of Work' has been added.</p>

Appendix D, Cost Proposal	32	Appendix D, Cost Proposal, Previous experience with the types of HCBS rate studies requested by HCA suggests that the level of effort required for various study tasks can fluctuate significantly from month to month, depending on the project stage. Furthermore, work performed is not necessarily continuous throughout the year (or across a four-year rate development lifecycle). Does HCA anticipate the need for rate development efforts continuously across all four years, or is it more likely that assistance will be needed in cycles of rate study and implementation, with different levels of effort required in different periods? If the latter, how are these ebbs and flows in vendor costs accounted for in the cost proposal format?	Please see Amendment. The Scope of the Procurement is to only provide one rate study, to be completed by June 30th, 2025.
Appendix C Draft Contract. Section 2	40	RFP Appendix C Draft Contract. Section 2, Compensation, includes multiple payment arrangements. Will payment for services provided under this contract be based on hours of work performed, not exceeding the firm, fixed costs proposed for the contract term in Appendix D? If not, how will payment be made for work performed under the contract?	This will be a fixed-price deliverable-based contract. Please see amendment.
Appendix D	54	The table states, "Develop proposed rates for traditional DDW services, Medically Fragile Waiver services and two Mi Via Waiver services." Can the State confirm that "two Mi Via Waiver services" is correct?	The state only operates 'one' Mi Via Waiver. Please see Amendment.
Appendix D	54	The table asks for a price on "h) Provider Capacity Assessment," but that task is not included in the Statement of Work. Could the State provide details on this requested service?	See Amendment. This has been removed
N/A	N/A	We are a private company that considers our financial statements to be sensitive proprietary information. As such, we would prefer our financials not be included in this proposal. Would it be permissible to include a letter detailing our financial stability, signed by our CFO, in lieu of the financial statements? Alternately, would it be permissible to include our Dun and Bradstreet report?	Yes.
N/A	N/A	If you require the submission of our financial statements, would you accept them upon award of the proposal?	Yes.

N/A	N/A	Is there a timeline or expectation for when each cost study needs to be completed?	This rate study must be completed by June 30, 2025.
N/A	N/A	How much funding is available for contracts awarded through this RFP, and does the state have an estimated budget for each fiscal year?	\$500,000
N/A	N/A	Could the state clarify if there are any additional formatting guidelines, beyond those mentioned in the RFP, that the state expects offerors to adhere to? For instance, are there specific requirements for font type, font size, or margin settings? Also, is there a page limit for the offerors' responses?	No
Does HCA anticipate	N/A	Does HCA anticipate the need for detailed review of any assessment tools used to determine individual budgets or provider reimbursement based on client need? If so, what assessment tools are currently used for each of the waivers, and what potential alternatives may be under consideration?	No.
Amendment No.01 SECTION C. Scope of Procurement	2	1. In reviewing the amendment, we'd like to confirm the contract term. The amendment says one year but the end date of the work is June 30, 2025. Can the state clarify this?	The contract term is a "not to exceed" term. The estimated completion of the Rate Study is June 30th, 2025
Amendment No.01 A. PROPOSAL CONTENT AND ORGANIZATION	22	1. The capacity assessment is mentioned in Appendix D: Cost Form, but there is no mention of it in the Scope. Is this a misprint or is the state expecting offerors to make a cost assumption here?	A Provider Capacity assessment is no longer included in the Scope.
Amendment No.01 SECTION V.A – EVALUATION POINT SUMMARY	32	1. Is it possible for the state to send confirmation notifications (like emails or read receipts) to references who have completed the Appendix F: Organizational Reference Questionnaire?	Yes.

<p>IV. Specifications. A.4.5.</p>		<p>RFP Section IV. Specifications. A.4.5. For which waiver services would DDS like the vendor to “Propose unique rates for telehealth work versus face-to-face service delivery rates?”</p>	<p>The vendor should provide a proposed rate for face-to-face services as well as an alternative unique telehealth rate for the services listed below. The vendor should also know that the scope of telehealth for each specific discipline/service may not be allowed at all or only allowed in part, per the specific discipline licensure requirements.</p> <p><u>DD Waiver</u> Behavior Support Consultation Adult Nursing, RN Adult Nursing, LPN Occupational Therapy Occupational Therapy Assistant Physical Therapy Physical Therapy Assistant Speech Language Pathology Nutritional Counseling Preliminary Risk Screening and Consultation for Inappropriate Sexual Behavior <u>Socialization and Sexuality Education</u></p> <hr/> <p><u>Mi Via Waiver</u> Behavior Support Consultation Nutritional Counseling Private Duty Nursing, RN Private Duty Nursing, LPN Physical Therapy Occupational Therapy+D28 Speech Language Pathology Specialized Therapies - Acupuncture - Biofeedback - Chiropractic - Cognitive Rehab Therapy - Hippotherapy - Massage Therapy - Naprapathy - Play Therapy</p> <hr/> <p><u>Medically Fragile Waiver</u> Behavior Support Consultation Nutritional Counseling Private Duty Nursing, RN Private Duty Nursing, LPN Occupational Therapy Occupational Therapy Assistant Physical Therapy Physical Therapy Assistant Speech Language Pathology Specialized Therapies</p>
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