

HSD Responses to Questions Submitted on RFP #21-630-8000-0001
The External Independent Evaluation of Centennial Care 2.0 1115 Demonstration Waiver

Section II: Conditions Governing the Procurement				
Item	Title	Page	Offeror Question	HSD/MAD Response
1.	II.A/II.B.5	14, 16	<p>Q1: Page 14, Section II.A states “Deadline for Submission of Proposal (1:00pm MST),” whereas page 16, Section II.B.5 states “ALL OFFEROR PROPOSALS MUST BE RECEIVED FOR REVIEW AND EVALUATION BY THE PROCUREMENT MANAGER OR DESIGNEE NO LATER THAN 3:00 PM MST or MDT stated in Section II.A.”</p> <p>Can the state clarify which deadline is correct?</p> <p>Q2: Section A. Sequence of Events indicates the deadline for submission of Proposals is 1PM MST; Section B. Explanation of Event states the proposals are due no later than 3PM MST. Please confirm the time the proposal is due.</p>	<p>R1: Proposals must be submitted no later than 3:00 PM MST.</p> <p>R2: Proposals must be submitted no later than 3:00 PM MST.</p>
2.	II.C.8	19	<p>Section II.C.8 states “Proposals will be kept confidential until negotiations and the award are completed by the Agency. At that time, all proposals and documents pertaining to the proposals will be open to the public, except for material that is clearly marked proprietary or confidential.”</p> <p>Can the Bidder submit both a full and a redacted version of its proposal to serve the public disclosure requirements of the RFP? Can only the redacted version be considered public records and made available for public inspection?</p>	<p>Please refer to III.B.1 on page 27 of the RFP.</p>
Section III: Response Format and Organization				
Item	Title	Page	Offeror Question	HSD/MAD Response
3.	III.C	25	<p>Please clarify whether the 5-page Proposal Summary is part of the 25-page Response page limit or is it in addition to.</p>	<p>The 5-page Proposal Summary is in addition to.</p>
4.	III.B.1.1	27	<p>The RFP states, "five (5) copy on thumb drive for the proposal containing ONLY the Technical Proposal". Does the</p>	<p>The RFP requires five (5) individual copies thumb drives. Electronic</p>

			RFP require five individual thumb drives or one thumb drive with 5 individual copies on it? If an electronic submission is allowed, will thumb drives still be required?	Submission will NOT be allowed. Refer to Page 27 B.1.1 of the RFP.
5.	III.B.1.1	27	<p>Q1: In light of developments surrounding the Coronavirus disease 2019 (COVID-19), would the HSD consider an electronic submission of the proposal via email? Or as an alternative, would HSD consider replacing hard copies with a thumb drive as meeting the Submission requirements of the proposal?</p> <p>Q2: The RFP indicates a hard copy submission is required. However, as of July 13, 2020, the home page of the State Purchasing division website (https://www.generalservices.state.nm.us/statepurchasing/) indicates that bids and proposals must be submitted electronically via eProNM. Can you clarify whether or not a hard copy submission is required for this proposal?</p> <p>Q3: Considering the current public health emergency, Mercer is operating virtually. Will HSD accept electronic submission of the proposal via email, a procurement site, or other proposed methods? If a mailed response is required, can the submission be limited to the USB submission?</p> <p>Q4: If email submission is acceptable, will HSD accept responses that are encrypted by IronPort/Cisco Email Security or a similar tool that encrypts the body of the email as well as attachments? Our email system will not allow us to transmit data that appears to contain a Social Security Number (SSN), Personally Identifiable Information (PII) or Protected Health Information (PHI). This has occasionally resulted in our RFP responses being blocked by our email system due to the RFP</p>	<p>R1: Refer to Page 27 B.1.1 of the RFP. One (1) hard copy and five (5) copies on individual thumb drives is required. Please ensure all documents/thumb drives are mailed to the address listed on page 8 of the RFP. (I.D.2)</p> <p>R2: No, refer to Page 27 B.1.1 of the RFP. One (1) hard copy and five (5) copies on individual thumb drives is required. Please ensure all documents/thumb drives are mailed to the address listed on page 8 of the RFP. (I.D.2)</p> <p>R3: Refer to Page 27 B.1.1 of the RFP. One (1) hard copy and five (5) copies on individual thumb drives is requested. Please ensure all documents/thumb drives are mailed to the address listed on page 8 of the RFP. (I.D.2)</p> <p>R4: Refer to Page 27 B.1.1 of the RFP. One (1) hard copy and five (5) copies on individual thumb drives is requested. Email submission is not permitted. Please ensure all documents/thumb drives are mailed to the address listed on page 8 of the RFP. (I.D.2)</p>

			number resembling SSN data, PII, or PHI. HSD will receive an email requiring them to create a user account and password that they must use to open the message and all subsequent messages encrypted in this fashion.	
6.	III.C.1	27	Section IV. Specifications state that "Offerors should respond in the form of a thorough narrative to the sections (A, B, C, and D) listed below", Section III. Response Format and Organization Format, C. Proposal Format – 7. Response to Mandatory Specification states "The offeror must identify, in full, the question being answered and its response to that question". Is the expectation for vendors to respond to the numbered mandatory requirements included in Section IV. OR to the questions listed in Section V. Evaluation Factors?	The offeror is required to respond to the specifications of the Scope of Work in Section IV. Refer to the first paragraph under Section IV, page 31.
7.	III.C.1	27/28	Q1: Section 1. Proposal Content and Organization lists "Signed Campaign Contribution Form" for both 'K' and 'L'. Please confirm 'L' should be "Suspension and Debarment Requirement Form". Q2: There is a duplication of sections where the signed Campaign Contribution Form should be placed. Please advise where the document should be placed and if L. Signed Campaign Contribution Form should be replaced with the Certification Regarding Debarment, Suspension, Proposed Debarment, and Other Responsibility Matter.	R1: Yes, 'L' should be "Suspension and Debarment Requirement Form". R2: 'L' should be "Suspension and Debarment Requirement Form".
8.	III.C.1	27	Should Organizational Experience and Organization References be included in Section F. Response to Specifications or Section G. Organizational Experience and Section H. Organizational References? If in Section F., what is the expectation of what should be included in Section G. Organizational Experience and Section H. Organizational References?	Section F (III.C.1.F) is Response to Specifications detailed responses for Section IV.A. beginning page 31. Section G (III.C.1.G) is Organizational Experience should be detailed responses for Section IV.B beginning page 33. Organizational References (III.C.1.H) are submitted directly to the procurement manager using Appendix F. The

				procurement manager will include with the Technical Proposal (Binder 1).
9.	III.C.1	28	<p>The Technical Proposal Content and Organization instructions (III.C.1) of the RFP state that the proposal must be organized and indexed and contain items A-M. However, G. Organizational Experience is listed as item B. under Section F, IV. Response to Specifications. The RFP directs us to provide a thorough narrative to sections IV. A, B, C and D.</p> <p>Please clarify where Organizational Experience should be included and if it should be labeled as item G or item F.IV.B or both.</p>	<p>Both. Also, please follow the order of Binder 1, Technical Proposal on page 28 (Section III.C.1).</p> <p>Please see example in question 11.</p>
10.	III.C.1	28	<p>The Technical Proposal Content and Organization instructions (III.C.1) of the RFP state that the proposal must be organized and indexed and contain items A-M. However, H. Organizational References is listed as item C.2 under Section F, IV. Response to Specifications. The RFP directs us to provide a thorough narrative to sections IV. A, B, C and D.</p> <p>Please clarify where Organizational References should be included and if it should be labeled as item H or item F.IV.C.2 or both.</p>	Organizational References (III.C.1.H) are submitted directly to the procurement manager using Appendix F. The procurement manager will include with the Technical Proposal (Binder 1).
11.	III.C.1	28	<p>The Technical Proposal Content and Organization instructions (III.C.1) of the RFP state that the proposal must be organized and indexed and contain items A-M. However, I. Other Administrative Responsibilities is listed as item C..3.A. under Section F, IV. Response to Specifications. The RFP directs us to provide a thorough narrative to sections IV. A, B, C and D.</p> <p>Please clarify where Other Administrative Responsibilities should be included and if it should be labeled as item I or item F.IV.C.3.A or both.</p>	<p>Both. Also, please follow the order of Binder 1, Technical Proposal on page 28 (Section III.C.1).</p> <p>For example: Response to IV.C.3.A will be labeled as such and placed in section I of Binder 1.</p>

12.	III.C.1	28	<p>The Technical Proposal Content and Organization instructions (III.C.1) of the RFP state that the proposal must be organized and indexed and contain items A-M. However, J. Quality Assurance and Program Integrity is listed as item C..3.B. under Section F, IV. Response to Specifications. The RFP directs us to provide a thorough narrative to sections IV. A, B, C and D.</p> <p>Please clarify where Quality Assurance and Program Integrity should be included and if it should be labeled as item J or item F.IV.C.3.B or both.</p>	<p>Both. Please follow the order of Binder 1, Technical Proposal on page 28 (Section III.C.1).</p> <p>Please see example in question 11.</p>
13.	III.C.1	28	<p>The Technical Proposal Content and Organization instructions (III.C.1) of the RFP state that the proposal must be organized and indexed and contain items A-M. However, K. Signed Campaign Contribution Form is listed as item D.3 under Section F, IV. Response to Specifications. The RFP directs us to provide a thorough narrative to sections IV. A, B, C and D.</p> <p>Please clarify where the Signed Campaign Contribution Form should be included and if it should be labeled as item K or item F.IV.D.3 or both.</p>	<p>Both. Please follow the order of Binder 1, Technical Proposal on page 28 (Section III.C.1).</p> <p>Please see example in question 11.</p>
Section IV: Specifications				
Item	Title	Page	Offeror Question	HSD/MAD Response
14.	IV.A – IV.D	31	<p>Q1: Are Sections G (Organizational Experiences), H (Organizational References), I (Other Administrative Responsibilities), and J (Quality Assurance and Program Integrity) included in the 25-page limit of the technical proposal?</p> <p>Q2: Please confirm that the 25-page limit specified in the introduction to Section IV applies to sub-sections A – D in total, and not separately for each sub-section (i.e., the total page limit is 25, not 100 pages).</p>	<p>R1: Yes</p> <p>R2: The 25-page limit specified in the introduction to Section IV applies to sub-sections A-D in total. <u>Except</u> for the forms listed in D.1 – D.4.</p>

15.	IV.A – IV.D	31	<p>Q1: For section D, please confirm that the financial data, forms and cost proposals information listed in D.1 – D.4 do not count toward the 25-page limit.</p> <p>Q2: Please confirm that, except for the forms listed in D.1 – D.4, all requested information in sections A – D counts toward the 25-page limit, even if the offeror chooses to include some portions as attachments.</p> <p>Q3: Section IV states “Please limit responses to specifications to a maximum of twenty-five (25) pages.” Can the state clarify if this is the combined page limit for sections IV.A-IV.D? Are appendices included in the 25-page limit?</p> <p>Q4: Does the 25-page limit only apply to Section F. Response to Specifications?</p>	<p>R1: The forms requested in D.1 – D.4 do not count toward the 25-page limit.</p> <p>R2: Confirmed. <u>Except</u> for the forms listed in D.1 – D.4, all requested information in Sections A – D counts toward the 25-page limit, including portions as attachments.</p> <p>R3: <u>Except</u> for the forms listed in D.1 – D.4, all requested information in Sections A – D counts toward the 25-page limit, including portions as attachments. Appendices are not included in the 25-page limit.</p> <p>R4: Yes</p>
16.	IV.A	31	<p>Q1: The RFP states that “the evaluator will not provide services to any MCO or health care providers doing business in New Mexico under the Medicaid program and will not provide direct services to individuals in HSD administered programs within the scope of the evaluation contract.”</p> <p>Please confirm that Medicaid program services currently provided to the state of New Mexico do not present a conflict, as these services are neither provided to the Medicaid MCOs or the healthcare providers?</p> <p>If HSD has concerns about the potential for conflict, is it acceptable for vendors to address this by describing firewalls or separation of responsibilities?</p>	<p>R1: A response to this question will be provided at a later date once the HSD legal team provides their response.</p>

			<p>Q2: Regarding the conflict of interest language included in Section IV. A., Scope of Work:</p> <p><i>“The evaluator will not provide services to any MCO or health care providers doing business in New Mexico under the Medicaid program and will not provide direct services to individuals in HSD administered programs within the scope of the evaluation contract”.</i></p> <p>May a bidder perform both HSD 1115 evaluator services and contract with a Centennial Care MCO or Medicaid provider if the bidder creates strict firewalls with completely separate consulting teams?</p>	<p>R2: No, even with created strict firewalls and completely separate consulting teams, a bidder cannot perform both HSD 1115 evaluator services and contract with a Centennial Care MCO Medicaid provider.</p>
17.	IV.A.STC114	32	<p>Q1: Section IV.A states that Per STC 114 “summative quarterly and annual monitoring reports are due no later than 60 calendar days following the end of each demonstration quarter.”</p> <p>However, the RFP states that the monitoring reports must be submitted no later than 15 calendar days following the end of each demonstration quarter. Please confirm the timing for report submission – is the 15-day timeframe for reporting to HSD, which allows time for review before submitting to CMS?</p> <p>Q2: STC 114 includes quarterly and annual reporting on the following:</p> <ul style="list-style-type: none"> • Operational updates • Performance metrics • Budget neutrality and financial reporting requirements • Evaluation activities and interim findings • SUD health IT 	<p>R1: The 15-day timeframe for reporting to HSD required in the RFP for summative quarterly and annual monitoring reports, is to allow time for HSD review before submitting to CMS no later than the required 60 calendar days following the end of each demonstration quarter.</p> <p>R2: Please follow deliverables per STC 114 specific to a, b, and c as detailed on page 32 of the RFP.</p>

			<p>Please confirm the quarterly and annual reports included in this RFP are narrowly related to the evaluation activities and interim findings only and do not encompass all components of the reporting described in STC 114.</p> <p>Q3: Is the intention for the vendor to code and populate the Medicaid Section 1115 SUD Demonstration Monitoring Reporting – Part B?</p> <p>Q4: The RFP states that the “contractor must submit three (3) summative Quarterly Reports and one (1) summative Annual Report each demonstration year.”</p> <p>Is it HSD’s intent for the quarterly and annual report to present information on the Opioid Use Disorder/Substance Use Disorder (SUD) Program and the other aspects of the Centennial Care 2.0 program as one report?</p> <p>Q5: Please confirm that the SUD monitoring protocol has already been developed and approved by CMS?</p> <p>Q6: Does HSD plan on reporting any of the optional 1115 SUD Waiver monitoring measures? If so, can HSD provide a list of the optional measures being reported?</p>	<p>R3: No</p> <p>R4: Yes, if relevant to measures included in Aim 4 of the Evaluation Design Plan. (Exhibit A)</p> <p>R5: Yes.</p> <p>R6: Please refer to the Scope of Work and the Evaluation Design Plan.</p>
18.	IV.A.STC126	32	<p>Q1: The RFP identifies the Draft Interim Evaluation Report will be due to HSD by August 1, 2022. Page 19 of the Evaluation Design identifies this report will use an evaluation period of January 1, 2019, through December 2021, with six months run-out.</p> <p>Please confirm the Draft Interim Evaluation Report will be based on data with run-out through June 30, 2022. Alternatively, please confirm if the data period through December 2021 is inclusive of the noted six months of run-</p>	<p>R1: Confirmed. The Draft Interim Evaluation Report will include data run out through June 30, 2022 and will be inclusive of data claims submitted for encounters from January 1, 2019 through December 21, 2021. The draft Interim Evaluation Report is due to HSD August 1, 2022.</p>

			<p>out (suggesting a data evaluation period of January 1, 2019, through June 30, 2021).</p> <p>Q2: Item 1.b states “The interim evaluation report will discuss evaluation progress and present findings to date as per the approved evaluation design.”</p> <p>Is this intended to say “... <i>waiver</i> progress and present findings to date as per the approved evaluation design?”</p>	<p>R2: Yes, this language is intended to say, “The interim evaluation report will discuss evaluation <u>waiver</u> progress and present findings to date as per the approved evaluation design.”</p>
19.	IV.A.HSD Deliverable, Communications, and Meetings	33	<p>Q1: Item 5 states “The CM will be responsible for the following deliverables: Facilitate and prepare onsite presentations for review of the final drafts of the 1115 Waiver Demonstration Evaluation reports for the following deliverables...”</p> <p>Can HSD provide a potential timeframe for on-site presentations based on the due dates of the Interim and Summative Evaluation Reports?</p> <p>Q2: The RFP requires a designated Contract Manager role to be responsible for the deliverables defined under the RFP. This role is separately identified from the key personnel, which includes Engagement Leader, Lead Evaluator, Project Manager, and Statistician.</p> <p>Does HSD expect the Contract Manager to be separate and distinct from the Engagement Leader and Project Manager roles? If so, please clarify the key differences between each of these roles.</p>	<p>R1: At this time, a timeline of on-site visits is unavailable due to the pandemic.</p> <p>R2: No, HSD does not expect the Contract Manager to be separate from the Engagement Leader and Project Manager roles.</p>
20.	IV.C.3.A.1	34	<p>The RFP requires a “preliminary work plan identifying the key tasks to be completed by the offeror”. May the work</p>	<p>Separate appendices are not included in the 25-page limit.</p>

			plan be provided as a separate appendix and excluded from the 25-page limit?	
21.	IV.D	37	Can the State clarify if Section D, Business Specifications, is supposed to be included in Section F, Response to Specifications, and count toward the 25-page limit of the technical proposal?	All requested information in Sections A – D counts toward the 25-page limit <u>except</u> for the forms listed in D.1 – D.4 and should be included in Section F Response to Specification.
22.	IV.D	37	Section IV.D states “Offerors must submit copies of the most recent years independently audited financial statements and the most current 10K, as well as financial statements for the preceding three years, if they exist.” What is the acceptable documentation available in lieu of an audit? Financial audits by a non-federal entity are generally not acceptable as per our corporate policy as set by the CFO and CEO.	If the requested statements do not exist, please provide an explanation.
Section V: Evaluation				
Item	Title	Page	Offeror Question	HSD/MAD Response
23.	V.B.A.4	39	STC 114 Monitoring Report, item 4 of the RFP states the offeror is to provide a detailed work plan worth 20 points; however, Section IV, A. Scope of Work, STC Deliverables, STC 114 does not include a work plan. Should this work plan be included in the Technical Proposal, and if so, can it be included as an attachment?	Yes, this work plan should be included in the Technical Proposal in Section F as part of the Response to Specifications. Yes, the work plan can be an attachment.
24.	V.B.C	41	Is Factor C-Technical Specifications supposed to be included in Section F, Response to Specifications and included in the 25-page limit of the technical proposal?	Yes, Technical Specifications should be included in Section F Response to Specifications and is included in the 25-page limit of the technical proposal.
25.	V.B.C	42	Under the cost proposal, the RFP states "The offeror will be evaluated based on the total cost of implementation of the program for the 1-year contract period.". However, Appendix D (Cost Response Form) indicates that "The offeror will be evaluated based on the total cost of	The cost proposal (worth 300 points) will be evaluated across all program years.

			implementation of the program." Can HSD clarify whether the cost proposal (worth 300 points) will be evaluated on the first contract year or across all program years?	
Appendix C – Sample Contract				
Item	Title	Page	Offeror Question	HSD/MAD Response
26.	N/A	46	Will HSD consider negotiating mutually acceptable Limitation of Liability language with the selected offeror?	Yes
27.	N/A	51	Appendix C states "Contractor must submit a detailed statement accounting for all services performed and expenses incurred." What is the intended budget/contract type (Firm-Fixed-Price, Cost-Plus-Fixed-Fee, or Time & Materials)? If Firm Fixed Price, will invoices have to account for expenses incurred?	Refer to the Cost Response Form (Appendix D)
Appendix D – Cost Response Form				
Item	Title	Page	Offeror Question	HSD/MAD Response
28.	N/A	66	Q1: It appears there are duplicative line items in the cost response form. For example, "Annual Summary of activities and interim findings. (maximum 10 pages)" - is listed three times for FY21 on rows two, four, and seven of the table. It appears that there should be quarterly and annual reports for each year, in addition to the interim and summative evaluation reports, but it is unclear which years these will be done for. Will these reports be delivered only through the demonstration period (CY 2023) or continue through the duration of the contract? Can HSD confirm or reissue a cost response form? Q2: The Annual Summary of activities and interim findings are all identified as FY21. Please confirm these are intended to be FY21, FY22, FY23, FY24, and FY25, respectively.	R1: The Annual Summary of activities and interim findings are intended to be FY21, FY22, FY23, FY24 and FY25. R2: The Annual Summary of activities and interim findings are intended to be FY21, FY22, FY23, FY24 and FY25.
Exhibit A - MEDICAID 1115 DEMONSTRATION AND SUBSTANCE USE DISORDER WAIVER EVALUATION DESIGN PLAN CENTENNIAL CARE 2.0				
Item	Title	Page	Offeror Question	HSD/MAD Response

29.	N/A	77	Does HSD require the independent evaluator to conduct and administer the beneficiary surveys (e.g., CAHPS, CR) described in the design plan, or to use the results of those surveys administered by HSD or other entities?	No, the Independent Evaluator will use the results of those surveys administered by HSD or other entities.
30.	N/A	77	Will data sources referenced in Exhibit A (table pages 22-47) be provided to the evaluator at no cost?	Refer to Section IV.A
General Questions				
Item	Title	Page	Offeror Question	HSD/MAD Response
31.	General Question	Forms	For the forms required to be included in the proposal, is the offeror permitted to place its proposal header and/or footer on the documents or should the forms be completed and submitted as is?	The forms should be completed and submitted as is.
32.	General Question		We note that a mid-point assessment of the Opioid Use Disorder/SUD Program is not included in the Scope of Work. Will the selected vendor be expected to participate in any part of the mid-point assessment?	No.
33.	General Question		We note that there are a number of “non-standard” data sources that are part of the evaluation design (for example, NM Hospital Association, MCO reports, etc.). Will the data submitter bear responsibility for accuracy and completeness of the data used in reporting and evaluation? Is there an expectation by HSD that the vendor conducts external validation of the information provided?	Yes, the data submitter does bear the responsibility for accuracy and completeness of the data used in reporting and evaluation. If the vendor identifies any discrepancies within the data provided, it is HSDs expectation that the vendor conducts external validation of the information provided.
34.	General Question		Are resumes required for key staff? If so, are resumes counted in the 25-page limit in Section IV. Specifications or can they be included as an Appendix?	No, resumes are not required for key staff. However, they may be included as an Appendix therefor not counted towards the 25-page limit.
35.	General Question		Will HSD be releasing a list of accepted/acknowledged vendors, similar to the release of potential bidders at pre-conferences?	No, this becomes part of the procurement file and can be requested during the 15 day protest period.