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| OMES logo |  | Amendment of Solicitation |

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| **Date of Issuance:** | 01.03.2019 | **Solicitation No.** | | | |  | |
| **Requisition No.** |  | **Amendment No.** | | | | 003 | |
| Hour and date specified for receipt of offers is changed: | | No | | | Yes, to: | 02/06/2020 | 3:00 PM CST |
| Pursuant to OAC 260:115-7-30(d), this document shall serve as official notice of amendment to the solicitation identified above. Such notice is being provided to all suppliers to which the original solicitation was sent.  Suppliers submitting bids or quotations shall acknowledge receipt of this solicitation amendment prior to the hour and date specified in the solicitation as follows:  (1) Sign and return a copy of this amendment with the solicitation response being submitted; or,  (2) If the supplier has already submitted a response, this acknowledgement must be signed and returned prior to the solicitation deadline. All amendment acknowledgements submitted separately shall have the solicitation number and bid opening date printed clearly on the front of the envelope. | | | | | | | |
| **ISSUED BY and RETURN TO:** | | | | | | | |
| Kearstyn Murphy | | |  |
| Contracting Officer | | |  |
| 405 - 522 - 7924 | | |  |
| Phone Number | | |  |
| Kearstyn.Murphy@okhca.org | | |  |
| E-Mail Address | | |  |
| **Description of Amendment:** | | | | | | | |
| a. This is to incorporate the following: | | | | | | | |
| Q1. Could the Oklahoma Health Care Authority please clarify the key personnel positions required? Different positions are listed in these three sections.  A1. At a minimum, the key personnel shall consist of Project Director and Project Manager.  Q2. B.27.1 requires on MMIS Bond in the amount of $5,000,000. However, Section A: Scope of Work A.1.3. appears to indicate the Oklahoma Health Care Authority is requesting electronic health record incentive payment audit services. Could the OHCA please clarify whether an MMIS Bond is necessary for the auditing services?  A2. No, a bond is not needed for the services provided under this RFP.  Q3. B.27.2 requires an NET Broker Bond. However, Section A: Scope of Work A.1.3. appears to indicate the Oklahoma Health Care Authority is requesting electronic health record incentive payment audit services. Could the OHCA please clarify whether an NET Broker Bond is necessary for the auditing services?  A3. No, a bond is not needed for the services provided under this RFP.  Q4. As a certified public accounting firm, we have internally-prepared financial statements. Will OHCA accept our financial statements in lieu of audited financial statements?  A4. This information is no longer needed. Please do not provide any financial statements.  Q5. The first two bullets under the heading Page Limits refers to Attachment Four and state a 25 page limit for Attachment Four which does not appear to contain any specifications. Can the OHCA please clarify the specifications to which the proposer should respond?  A5. Attachment Four has been deleted in its entirety per Amendment 1; therefore, anything regarding Attachment Four can be ignored.  Q6. The minimum qualifications listed within Section 7 appear to require the proposer have software development, system implementation and/or IV&V experience. However Section A: Scope of Work A.1.3 appears to indicate the Oklahoma Health Care Authority is requesting electronic health record incentive payment audit services. Can the OHCA please clarify whether the Minimum Qualifications in Section C.7 are applicable to the electronic health record incentive payment audit services vendor, including the bond requirement?  A6. Section C.7 Minimum Qualifications has been deleted per Amendment 1; therefore, any reference to Section C.7 Minimum Qualifications can be disregarded.  Q7. This section states resumes “should not exceed four (6) pages per individual.” Could the OHCA please clarify whether the resume page restriction is four or six pages?  A7. The resume page restriction is four (4) pages.  Q8. It appears that each spreadsheet tab should contain a list of specifications organized by topic. Neither the mandatory specifications tab is populated. Could the OHCA please clarify the specifications they are requesting for this engagement?  A8. Attachment Four has been deleted in its entirety per Amendment 1; therefore, anything regarding Attachment Four can be ignored.  Q9. This section refers to an Attachment 8, Attachment 1, and Attachment 9. Attachment 8 is the forms bidders are to use to submit their questions. Attachments 9 and 1 did not appear to be included in the Solicitation packet. Can the OHCA please clarify which of these forms is required?  A9. This RFP is for auditing services; therefore, unless the bidder intends to provide us with software, it is not necessary to provide proof of VPAT compliance or to fill out the referenced forms.  References to Attachment 9-Pricing should read Attachment 7-Pricing. Therefore, the bulleted section should read “Attachment 7. No alteration to the pricing format will be accepted.”  Q10. Attachment 5, Technical Narrative does not appear to contain technical questions specific to electronic health record adopt/implement/upgrade or meaningful use incentive payment audits. It also appears to be missing questions 8 and 9. Can the OHCA please confirm Attachment 5 is applicable to the services requested within Section A: Scope of Work A.1.3? If so, would the OHCA please provide questions 8 and 9?  A10. Bidders are asked to respond to all questions on Attachment 5. The document does contain a numbering error beginning after Question 7. Therefore, Question 10 should be Question 8, Question 11 should be Question 9, and Question 12 should be Question 10, and so on for the duration of the form.  Q11. Should Bidders combine all forms into one PDF for the proposal response that is emailed to the contract officer? Or should Bidders email the forms/attachments as single documents in their native formats?  A11. The format of the bidder’s electronic response is up to the individuals responding.  Q12. Can the OHCA please confirm the Project Director is required to be present in Oklahoma City for quarterly meetings? If so, can OHCA please provide information regarding the purpose of the quarterly meetings as these meetings and onsite presence are not requirements within the current electronic health record incentive payment audit contract.  A12. The Project Director is not required to physically be in Oklahoma City for any meetings. Conference calls will be acceptable.  Q13. Can the OHCA please confirm the information Technology Lead is required for this Scope of Work? If so, can OHCA please provide additional details regarding the role as this role is not a requirement within the current electronic health record incentive payment audit contract and it does not appear to be relevant to the services outlined within Section A: Scope of Work A.1.3.  A13. An Information Technology Lead is not required for this Scope of Work. In the event the contractor needs direct access to the MMIS, the contractor will need to provide an Information Technology lead to assist in this connection.  Q14. Can the OHCA please confirm the Trainer is required for this Scope of Work? If so, can OHCA please provide additional details regarding the role as this role is not a requirement within the current electronic health record incentive payment audit contract and it does not appear to be relevant to the services outlined within Section A: Scope of Work A.1.3.  A14. A trainer is not required for this Scope of Work.  Q15. Can the OHCA please confirm the Project Manager is required to have a Project Management professional certification (e.g., Project management Institute [PMI], Project Management Professional [PMP])? If so, can OHCA please provide additional details regarding the need for this certification as the current electronic health records incentive payment audit contract does not include this certification and it does not appear to be relevant to the services outlined within Section A: Scope of Work A.1.3.  A15. A Project Management professional certification is not required for this Scope of Work.  Q16. Can the OHCA please clarify whether the Project Manager is required to work onsite in Oklahoma City? If so, can OHCA please provide information regarding the location within Oklahoma City the individual and the audit team will work as the onsite presence is not a requirement within the current electronic health record incentive payment audit contract?  A16. Onsite management is not necessary for this Scope of Work.  Q17. Can OHCA please clarify where “Milestone Schedule show as Form 5” can be located?  A17. The bidder needs to create a form and determine their own milestones based on the information provided in the RFP document.  Q18. Question 1 references EHR Services. Our firm does not provide EHR systems but does provide electronic health record incentive payment audit services requested with Section A: Scope of Work A.1.3.Can OHCA please confirm Technical Narrative question 1 is specific to electronic health record incentive payment audit services and not EHR systems?  A18. Correct, question 1 pertains to electronic health record incentive payment audit services.  Q19. Question 2 references EHR Services. Our firm does not provide EHR systems but does provide electronic health record incentive payment audit services requested with Section A: Scope of Work A.1.3. Can OHCA please confirm Technical Narrative question 2 is specific to electronic health record incentive payment audit service not EHR systems?  A19. Correct, question 2 pertains to electronic health records incentive payment audit services.  Q20. Question 3 references EHR Services and Medicaid Enterprise Module re-procurement. Our firm does not provide EHR systems or module re=procurement services but does provide electronic health record incentive payment audit services requested with Section A: Scope of Work A.1.3. Can OHCA please clarify how Technical Narrative question 3 is relevant to electronic health record incentive payment audit services?  A20. This question may be disregarded as it is not relevant to this RFP.  Q21. Question 4 reference EHR Services. Our firm does not provide EHR systems but does provide electronic health record incentive payment audit services requested with Section A: Scope of Work A.1.3. Can OHCA please confirm Technical Narrative question 4 is specific to electronic health record incentive payment audit services and not EHR systems?  A21. Correct, question 4 pertains to electronic health record incentive payment audit services.  Q22. Question 6 references IV&V Services which do not typically intersect with the electronic health record incentive payment audit services requested with Section A: Scope of Work A.1.3. Can OHCA please clarify how the IV&V vendor might be involved with the electronic health record incentive payment audit engagement?  A22. Please respond to the question rewritten as follows: Please describe a time when the Program Manager/Monitor did not agree with the project team or their audit findings, how was it mitigated, and what the resolution was.  Q23. Question 7 references CMS corrective action. As a firm providing electronic health record incentive payment audit services requested with Section A: Scope of Work A.1.3, we have never been involved with CMS corrective action in any similar engagement. Can OHCA please clarify when CMS corrective action might be necessary with respect to the electronic health record incentive payment audit engagement?  A23. This question may be disregarded as it is not relevant to this RFP.  Q24. Is OHCA requesting information on the contractor’s quality control process for the EHR incentive payment audit services being requested or something different?  A24. This pertains to the EHR incentive payment audit services being requested.  Q25. Question 11 of Attachment 5 references change management with respect to scope requirements. Can OHCA please clarify when change management might be necessary with respect to the electronic health record incentive payment audit engagement?  A25. Change management is not necessary for this scope of work.  Q26. Does the requested availability refer to physical availability or availability via telephone/email?  A26. Please discuss all means of availability.  Q27. Can OHCA please confirm the Trainer is necessary for the electronic health record incentive payment audit services requested within Section A: Scope of Work A.1.3?  A27. A trainer is not required for this Scope of Work.  Q28. Is it OHCA’s intent that the electronic health record incentive payment audit firm will have direct access to the OHCA’s MMIS data for contract purposes?  A28. Direct connection to OHCA’s MMIS will not be necessary for this Scope of Work.  Q29. Does the OHCA require the services requested within Section A: Scope of Work A.1.3 be performed under any particular set of attestation standards (e.g., American Institute of Certified Public Accountants [AICPA])?  A29. This is not a mandatory requirement, but any contractor that show that they follow a set standard will be noted.  Q30. Section 10.2 references Contractor systems interacting with OHCA systems. Is this section relevant to the electronic health record incentive payment audit services requested within Section A: Scope of Work A.1.3?  A30. Direct interaction to OHCA’s MMIS will not be necessary for this scope of work.  Q31. Would OHCA please consider extending the timeline for proposal responses to allow respondents an opportunity to appropriately incorporate OHCA’s answers to questions?  A31. The RFP due date has been extended to accommodate for the time it has taken OHCA to answer questions. | | | | | | | | |

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| b. All other terms and conditions remain unchanged. | | | | |
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| Supplier Company Name (**PRINT**) | | |  | Date |
|  |  |  |  |  |
| Authorized Representative Name (**PRINT**) |  | Title |  | Authorized Representative Signature |