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Questions and Answers

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#	Question / Comment	Page / Section	Response	Category
1	The Scope of the Procurement indicates that it is a four year contract with four optional one year extensions. However, the Pricing Cost Response Form (Appendix 1-J) requests pricing information for 6 SFYs. What is the term of the contract? How will optional years be priced?		The four year contract (with an optional four one year extensions) is based on procurement code options available to HSD. To that end, Offerors should propose their costs for the full six years. If the work extends beyond the six years, then both HSD and the Offeror will negotiate costs for any deliverables or work to be completed.	Cost; Scope
2	Does the State have a budget for the PMO?	N/A	To assure a competitive procurement, the Department will not release its planning documents related to technical or financial estimates. The organization and content of the RFP furnishes Offerors with HSD requirements which in turn will enable HSD to determine which Offeror it will select to negotiate a final contract.	Other
3	The State requests that the PMO use a financial management system. Does the State have a financial management system that they currently use that can be leveraged? If so, what technology is used? If not, will the State require licenses to the software we utilize, and if so, how many?	34 / Financial Management	SHARE (the state accounting system) will be the financial system of record. The contractor will not be provided direct access to SHARE. The contractor is expected to provide a financial system, not necessarily an IT system, which allows for appropriate tracking of the projects' budgets and expenditures. If the contractor uses an IT system, then the contractor should provide information from the system to HSD as requested.	Reporting; Technology
4	Would the State like us to cover all Project Management requirements outlined in the approach section as part of our response here?	35 / Question 4	On Page 35, Question 1, the Offeror will provide a summary of its project management approach. On Question 4, the response can further expand on the strategy and approach, but should emphasize how it will cover risk, security, privacy and financial management requirements.	Administrative
5	Should the approach to security and privacy be moved to the following section, Project Requirements and Documentation, which has a section for Privacy/Security Requirements?	35 / Question 4	For Question 4, Page 35, the Offeror must cover security and privacy in the response.	Administrative

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6	Can the State please confirm that it will not be the PMO's responsibility to transition the interface partners from the mainframe to web-based technology, but that we will monitor the System Integrators who conduct these activities for the CSES and MMIS projects?	45 / Question 3	Refer to RFP page 41 regarding the Interface Management Plan which describes the PMO's responsibilities.	Scope
7	Will the State consider an amendment to the sequence of events to allow for an extension, such as an additional 30 days, to respond to the RFP due to the scope and complexity of this RFP? The additional time would result in Offerors being able to provide a more thorough evaluation and comprehensive response to best address the needs of the State of New Mexico for a project of this magnitude	Page 10; Section II.CONDITIONS GOVERNING THE PROCUREMENT; A SEQUENCE OF EVENTS, Table 1 - Sequence of Events	No	Cost
8	When and how will the State make the public log of the potential Offerors available?	Page 11; Section II. CONDITIONS GOVERNING THE PROCUREMENT; B. EXPLANATION OF EVENTS; 3. RFP Pre-Proposal Conference; Paragraph 1; Sentence 4: A public log will be recorded and posted with the names of potential Offerors that attend the Pre-Proposal Confer	The sign in sheet and list from the Pre Proposal Conference have been posted to the HSD website and have been emailed to those organizations which submitted the Acknowledgement Forms.	Administrative

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9	Can the State expand on the retainage process and explain the anticipated event that will trigger release of the retainage? What does the State define as the final deliverable(s) for this project?	Page 13; Section II. CONDITIONS GOVERNING THE PROCUREMENT; B. EXPLANATION OF EVENTS; 11. Prepare, Negotiate and Finalize Contract; Paragraph 2: Offerors are advised that state contracts require a retainage of up to 20% payable upon completion of the project. Page 80; ARTICLE 3 - COMPENSATION; D. Retainage; [CHOICE 1 - The Procuring Agency shall retain [INSERT percentage which is recommended at - twenty percent (20%)] of the fixed-price Deliverable cost for each Deliverable that is the subject of this Agreement as security for full performance of this Agreement. All amounts retained shall be released to the Contractor upon Acceptance of the final Deliverable.]	Retainage is a portion of contract payments withheld as security that deliverables meet requirements and the contract requirements are fulfilled. For multi-year contracts, the Department may consider interim payouts (for example, payment of half retainage at the end of each contract year with final payout at contract end). The final deliverable would be the last deliverables identified in the final negotiated statement of work.	Contract
10	There are two items listed in bullets 4 and 5 of technical Proposal that appear to be the same. Bullet 4 states: Offerors Reference Form for three client references (Appendix 1M) and Bullet 5 states: Offerors Reference Form. Please clarify the required content for each Offerors Reference Form. Please clarify the required submission location of the Offerors Response Form(s).	Page 23; Section III. RESPONSE FORMAT AND ORGANIZATION; C. PROPOSAL FORMAT; 1. Technical Proposal Organization; Bullets 4 and 5	An amendment will be published. Please disregard the fifth bullet "Offerors Reference Forms." As a clarification, Offerors should submit three references related to the Offeror itself using Form 1.M, two references for each major subcontractor using Form 1.M (please note major would only be required), and two references for Key Staff using Form 1.H.	Administrative

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11	"Does the State have project management software tools that are currently used to manage State projects? If yes, please provide the name and version number of the software. Would the State's project management software tools be available to be utilized by the PMO or must the Offeror propose tools to be implemented and utilized?"	Page 30; Section IV. PMO REQUIREMENTS, QUESTIONS AND REQUESTS; 2 PROJECT MANAGEMENT; Project Management Responsibilities of the PMO; Paragraph 2; Sentence 2: The PMO will be required to provide HSD or other related project staff access to all tools, databases and systems the PMO is using to manage the Projects.	HSD uses several Project Management tools to manage IT projects including Microsoft Project 2010 and Intuit QuickBase. The PMO would be responsible for licensing any tools used to manage the project and if tools used are outside of the tools noted or required for staff outside of the PM Bureau, the PMO would be required to provide HSD or other related project staff access to all tools, databases and systems the PMO is using to manage the Projects. The PMO will be required to provide HSD or other related project staff access to all tools, databases and systems the PMO is using to manage the Projects.	Administrative
12	Are the current vendor SMEs contractually obligated to be available to support project data gathering activities?	Pages 31 - 35; Section IV. PMO REQUIREMENTS, QUESTIONS AND REQUESTS; 2. PROJECT MANAGEMENT Other Are the current vendor SMEs contractually obligated to be available to support project data gathering activities?	No.	Other
13	Does the State have software in place to track and report project team member time usage? If yes, please provide the name and version number of the software.

Would the PMO vendor have access to the data in the State's time usage software tool to support the financial management requirements of this RFP? | Page 33; Section IV. PMO REQUIREMENTS, QUESTIONS AND REQUESTS; 2. PROJECT MANAGEMENT; Financial Management | While staff are assigned full-time to the project there could be some time tracking in the State's SHARE system, however this system will NOT track all project team members usage to the degree this project will require for reporting. Therefore, the PMO will not have access to or utilize the State's SHARE system to support the financial management of this project. | Other |

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14	What is the Department's fixed asset system? What type of information is maintained in this system? Does HSD have further definition of its expectation for an automated system? What data does the state require be imported into the fixed asset system via the PMO's provided automated system? Could an importable spreadsheet meet this requirement?	Page 34; Section IV. PMO REQUIREMENTS, QUESTIONS AND REQUESTS; 2. PROJECT MANAGEMENT; Financial Management; Paragraph 4; Sentence 3: The PMO will also establish an automated system to import the project related fixed assets to the Department's fixed asset system.	The department has multiple systems which contain fixed asset information. It is possible that a spreadsheet tool could satisfy this requirement. The format and content of the spreadsheet would be dictated by HSD.	Technology; Other
15	Will the State accept a plan that includes scanned versions of hard copies as the storage plan, replacing the requirement to keep physical hard copies?	Page 36; Section IV. PMO REQUIREMENTS, QUESTIONS AND REQUESTS; 3. PROJECT REQUIREMENTS AND DOCUMENTATION; Document Maintenance and Library; Paragraph 1; Sentence 3: The plan should define how both hard copy and electronic repositories of documents and historical information are managed and provides a consistent approach for the creation, update and format of documents.	Yes, however, all scanned project documents, must meet state regulatory requirements as applicable.	Other

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16	Who manages and maintains the department's SharePoint environment? What is the scope of the department's responsibility (for example, do they handle user maintenance, SharePoint instances/environments, general policy, etc.)? What are the established policies for SharePoint implementations and use? What SharePoint version is currently in use, and are there any upgrade plans? Dependent upon the version of SharePoint being used, are Standard Client Access Licenses (CALs) or Enterprise CALs in use?Would the department's SharePoint environment be available for this project's stakeholders to use (e.g., PMO, IV&V, and system implementation contractors)?Are entities external to the State permitted to utilize the department's SharePoint environment?If the department's SharePoint environment would be available, could the PMO contractor be given sufficient permissions to meet the project library requirements cited in the RFP? Or would the PMO contractor work with a representative from the State on meeting these requirements?Are there any security requirements that must be met with the project library?In the event that the State would not have a State-hosted SharePoint environment available, would the vendor be able to leverage the department's user IDs and passwords (i.e., LDAP) to facilitate SharePoint user ID maintenance?	Page 36; Section IV. PMO REQUIREMENTS, QUESTIONS AND REQUESTS; 3. PROJECT REQUIREMENTS AND DOCUMENTATION; Document Maintenance and Library; Paragraph 2; Sentence 3: The tool used to create and maintain the project documentation library may be similar to current tools (example: SharePoint) used by the Department to enable transfer of all documents to HSD.	The department does utilize SharePoint for various business purposes. The reference to SharePoint was only an example. It is expected that the response will indicate the preferred methodology and tools for managing the document library.	Technology

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17	Please clarify the State's expected deliverables from this evaluation of the Medicaid systems against the CMS 7 Standards and conditions and the MITA 3.0 Maturity Roadmap. Is the PMO vendor expected to complete a MITA 3.0 State Self-Assessment and Roadmap for the State of NM?	Page 37; Section IV. PMO REQUIREMENTS, QUESTIONS AND REQUESTS; 3. PROJECT REQUIREMENTS AND DOCUMENTATION; Seven Standards and Conditions / MITA Maturity; Paragraph 1; Sentence 1: The PMO will be required to be experienced in evaluating Medicaid systems against the CMS 7 Standards and Conditions for Enhanced Federal Funding, as well as the various maturity levels of the Medicaid Information Technology Architecture (MITA) 3.0 Maturity Roadmap.	An amendment will be published. Yes, the PMO vendor is expected to complete a MITA 3.0 State Self-Assessment and Roadmap for the State of NM. The PMO vendor shall schedule information-gathering sessions with HSD and contractor staff, including the fiscal agent, to assess the current MITA Maturity levels and gather materials required to document those levels.	MMIS Application
18	Please clarify the State's expected deliverables from the evaluation and activities to incorporate the NHSIA architecture. Please clarify how these activities will be coordinated with the activities that are expected of the PMO vendor's evaluation of the Medicaid systems against the CMS 7 Standards and conditions and the MITA 3.0 Maturity Roadmap.	Page 38; Section IV. PMO REQUIREMENTS, QUESTIONS AND REQUESTS; 3. PROJECT REQUIREMENTS AND DOCUMENTATION; National Human Services Interoperability Architecture (NHSIA); Paragraph 1; Sentence 1: The PMO will be required to complete an evaluation and activities to incorporate the Administration for Children and Families (ACF) NHSIA architecture as a framework to support integrated eligibility determination and information sharing.	An amendment will be published. The NHSIA architecture and MITA architecture are complementary. It is expected that the PMO vendor draw upon their knowledge of both architectures to be able to support a standardized strategy of integrating information systems to meet federal and state compliance.	CSES Application; MMIS Application

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19	Will the State consider releasing a copy of the Planning APD that has been developed to fund this project? Will the State consider releasing copies of any other relevant APDs?	Pages 39, 40; Section IV. PMO REQUIREMENTS, QUESTIONS AND REQUESTS; 3. PROJECT REQUIREMENTS AND DOCUMENTATION; Child Support Enforcement Program (IAPD and MMIS (IAPD)	To assure a competitive procurement, the Department will not release its planning documents related to technical or financial estimates. The organization and content of the RFP furnishes Offerors with HSD requirements which in turn will enable HSD to determine which Offeror it will select to negotiate a final contract.	Administrative
20	Will both the technical proposal and cost proposal be adjusted or normalized using this formula or is this limited to the cost proposal?	Page 52; Section V. EVALUATION; A. EVALUATION CRITERIA; 4 Cost (300 Points); Paragraph 1; Sentence 2: Each Offeror's technical proposal will be adjusted, or normalized, using the following formula: (Lowest Offeror Proposed Cost) divided by (This Offeror's Proposed Cost) multiplied by 300 to produce the (Total Award Points)	The formula is limited to the cost proposal, but the results will be used in the overall scoring. To that end, the formula will be applied first to costs listed in the Offerors cost proposals. This will generate the number of possible points awarded to each Offeror in the technical proposal.	Administrative
21	Does the State have business requirements traceability tools that are currently used for system implementation projects of this size and scope? If yes, please provide the name and version number of the software. Would the State's business requirements traceability tools be available to be utilized by the PMO or must the Offeror propose tools to be implemented and utilized?	Page 39; Section IV. PMO REQUIREMENTS, QUESTIONS AND REQUESTS; 3 PROJECT REQUIREMENTS AND DOCUMENTATION; Business Requirements Document (BRD); Paragraph 3; Sentence 2: The PMO will be expected to define the strategy, tasks, deliverables, work estimates, assumptions, dependencies and tools for the work to complete an accurate and complete BRD.	The HSD does not have standard requirements traceability tools. The HSD is open to tools successfully utilized by the vendor to manage the requirements.	Technology

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22	Will a redacted copy of the proposal meet the requirement to ensure that confidential information is "separable" for both the hard copy and electronic versions of the proposal?	15/II.C.8	Please only mark financial or proprietary information confidential.	Administrative
23	The RFP lists Appendix 1L, Three-Year Financial History Form, as required in both Binder One and Binder Two. Please confirm that Offerors should provide this form in both Binders.	23 and 24/III.C.1	An amendment will be published. Financial history should be included in the first binder only. Cost information or references should only be included in the second binder. No cost information is to be referenced in the first binder.	Administrative
24	Appendix 1M, Offerors Reference Form, is listed twice in the Technical Proposal Organization. Should the form be provided as part of the Corporate Experience section, or should it be provided as a separate tabbed section?	23/III.C.1	The form should be included under Corporate Experience.	Administrative
25	The Technical Proposal organization requires four forms (Appendices 1B-1E). Does State want a separate tabbed section for each form, or can we provide the forms in a single "Required Forms" section?	24/III.C.1	These forms can be included in a single tabbed "Required Forms" section.	Administrative
26	Question 6 under the Project Management Questions and Requests asks for examples of project schedules from previous projects. Should these examples be provided as an Appendix/Attachment to the Technical Proposal or in Binder 3, Supporting Documentation?	35/IV.2	They may be included in Binder Three with a reference or summary in Binder Two.	Administrative
27	Both the Offeror and subcontractor(s) must complete Appendix 1M, Offerors Reference Form. Additionally, the Offeror must submit documentation of at least three previous PMO engagements per RFP § V.A.1. Is the subcontractor also required to provide the documentation for three previous projects?	50-51/V.A.1	The subcontractor is not, but such information would clarify to the Evaluation Committee the subcontractor's abilities and experience.	Administrative

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28	Appendix 1H is required for the Key Staff references. The instructions on Appendix 1M, Offerors Reference Form, state that the form should be used for Offeror, subcontractor, and key staff references. Please clarify if key staff references must be provided on both Appendix 1H and 1M.	65 and 73/VI	The form does reference the incorrect form. As a clarification, Form 1.M is for corporate references (Offeror and Major Subcontractors). Form 1.H is for key staff. Key staff references are not required to be provided on both forms.	Administrative
29	"MMIS components include separate applications to support pharmacy claims processing; Management and Administrative Reporting; fraud and abuse detection; drug rebate; and HSD's self-directed waiver program, called Mi Via." a. Will all of these components be in scope as part of the MMIS Replacement?b. Is the Medicaid Decision Support System or Data Warehouse in scope? c. Do any of the Native American tribes have separate Child Support systems that must be integrated into the State system, or are they all currently using the State system?	27/IV	MMIS components include separate applications to support pharmacy claims processing; Management and Administrative Reporting; fraud and abuse detection; drug rebate; and HSD's self-directed waiver program, called Mi Via.a. Will all of these components be in scope as part of the MMIS Replacement? Yes. b. Is the Medicaid Decision Support System or Data Warehouse in scope? Yes. c. Do any of the Native American tribes have separate Child Support systems that must be integrated into the State system, or are they all currently using the State system? There are some of the Native American tribes that use the current Child Support system and/or have systems of their own. At this time, there no requirements to integrate their separate systems with the new CSES replacement system.	CSES Application; MMIS Application
30	a. When was the MITA Self-Assessment last refreshed? b. Are there plans to complete a MITA 3.0 SSA? If so, when will it be completed?	37/IV.3	An amendment will be published. a. The last MITA State Self-Assessment was completed in March, 2009. A copy of this document can be found in the procurement library. b. The RFP will be amended to clarify that a MITA 3.0 Self-Assessment will be conducted by the PMO.	MMIS Application

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31	The RFP lists the estimated finish date for the "MMIS_R IAPD Update Approved by CMS" milestone as 2/21/15. Is this the accurate date?	31/IV.2	The date is accurate; however, CMS has already approved the IAPD. It is expected that the IAPD will be updated periodically by the PMO as required by CMS.	Scope
32	While we understand that the PMO Offeror "will oversee and manage financial accounting and management" and that the Offeror would "create a mechanism to perform [financial and reporting] functions:" a. Will HSD provide staff resources to process invoices and update any appropriate financial system? b. Will PMO staff have access to the HSD financial management system?	33/IV.2	While we understand that the PMO Offeror "will oversee and manage financial accounting and management" and that the Offeror would "create a mechanism to perform [financial and reporting] functions:" a. Will HSD provide staff resources to process invoices and update any appropriate financial system? Yes. b. Will PMO staff have access to the HSD financial management system? No.	Scope
33	The Staff Letter of Commitment calls for a six (6) year commitment. This seems contrary to the project scope of four years with four one-year extensions.	69/VI	Although the initial contract period is for four (4) years, the project effort is expected to require six (6) years. Therefore, we are requesting the letters of commitment meet the anticipated six (6) year project period.	Scope
34	Will the PMO need to provide space for HSD staff? If so, how many?	30/IV.2	It is desirable; however, the final requirements will be determined during contract negotiation.	Other
35	Can you describe the level of business involvement projected for both projects during each stage of the project?b. Will there be any full time State staff involved with the project?	30/IV.2	Business staff will be involved but we are not able to quantify the number of business staff involved in the projects at this time. There will be full time state staff involved in the projects.	CSED Program; MAD Program

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36	a. The Scope of Procurement section indicates a 4-year contract with four optional years, not to exceed 8 years. The Cost Response Form indicates a 6-year length, as does the Key Staff Letter of Commitment Form. Which contract length should a PMO Offeror price to? a. Also, the contract in Article 3 indicates that the Procuring Agency shall pay to the Contractor based upon fixed prices for each Deliverable, per the schedule outlined in Exhibit A. There are no deliverables identified in Exhibit A. Can you provide a list of deliverables that will be included in Exhibit A or should the bidder recommend deliverables and present their cost proposal with their recommend deliverables?	I.C 67/App 1-I 68/App 1-J 80	While the contracts are flexible between four and eight years, Offerors should submit costs for the six years as requested in the RFP. Deliverables should be identified and priced by Offerors. Please note that, under NM Procurement Code 13-1-150, this is a Request for Proposal which allows Offerors to develop various methods and approaches to meet the Department's needs. The Department will select the Offer that is most advantageous to the Department based on the best value of cost and services proposed.	Cost
37	When will the public log be posted?	General	The sign in sheet and list from the Pre Proposal Conference has been posted to the HSD website and have been sent to those organizations which submitted the Acknowledgement Forms.	Administrative
38	Will minutes for the Pre-Proposal Tele-Conference be distributed?	General	No minutes were recorded for the pre-proposal conference.	Administrative
39	Will the state provide the infrastructure for the document library or is that the responsibility of the PMO vendor?	General	This would depend on the solution proposed by the vendor.	Administrative
40	Can we get copies of the IAPDs?	General	To assure a competitive procurement, the Department will not release its planning documents related to technical or financial estimates. The organization and content of the RFP furnishes Offerors with HSD requirements which in turn will enable HSD to determine which Offeror it will select to negotiate a final contract.	Administrative

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41	The RFP states "professional services for a full-time, on-site Information Technology (IT) Project Management Office (PMO)", will the State consider some remote work?	Page 3	The PMO staff is expected to be onsite; remote work may be considered for agreed upon special circumstances.	Administrative
42	Does the State have a dedicated Team established for the Project?	General	At this time, there is not a specific team assigned to these projects; however, there are some state resources supporting both projects.	Administrative
43	The instructions specify that the Offeror is to provide answers to each of the questions that follow the individual PMO Requirement sections, i.e., PMO Staffing, Project Management, Project Requirements and Documentation, and Implementation and Close Out. Please clarify whether the State expects Offerors to provide their approach to each of the sub-headings PLUS address the questions, or just answer the questions.	28	Please just provide answers to the questions.	Administrative
44	This section requires the use of subcontractors to be clearly explained in the proposal and identification of major subcontractors by name. We sometimes contract with individuals or small consulting firms to provide services to us in a staff augmentation role. We may use one or more of these non-employee, independent consultants to provide the proposed services. A. Does the State consider such non-employee resources to be subcontractors? Can the State further define "major subcontractor"?	15 - II. C. 4. Subcontractors	Major subcontractors would be identified by their critical role or responsibility to the success of the Offerors proposal. Changes in major subcontractors would impact, or possibly cause risks, to schedule or technical performance in the project. Additionally, a major subcontractor would also be considered as having 25 percent or more of the work on these projects. Supporting subcontractors or minor subcontractors that could change, with no or very limited impact can be considered part of the ongoing operational functions of the Offeror. These would not be required to be addressed as major subcontractors.	Administrative

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45	Will the state provide the current CSES architecture documents?	26	No. This will be provided to the selected vendor.	CSES Application; Other
46	Will the state provide the current MMIS architecture documents?	26 and 27	Refer to the answer in question 18.	Other
47	Will the state provide a data map, and/or a sample report, for the ASPEN Master Client Index?	27	HSD will share this strategy and approach with the selected vendor.	Technology
48	Will the state provide the current ASPEN architecture documents?	27	Refer to the answer in question 18.	Technology
49	Is it the state's expectation that the vendor establish a physical PMO office in Santa Fe?		Yes.	Other
50	Is there a predetermined budget for this project that has been published or is otherwise able to be disclosed?	Page 68 Section Appendix 1- J	To assure a competitive procurement, the Department will not release its planning documents related to technical or financial estimates. The organization and content of the RFP furnishes Offerors with HSD requirements which in turn will enable HSD to determine the most advantageous proposal.	Cost
51	Please confirm that for the CD, the State would like electronic copies in BOTH PDF and Word or Excel formats.	Page 23/Section III.B	Yes.	Administrative
52	Please confirm that the State would like Offerors Three-Year Financial History Form (Appendix 1-L) in both Binder One and Binder Two.	Page 23/Section III.C.1; Page 24/Section III.C.1; and Page 72/Appendix 1-L	An amendment will be published. Financial history should be included in the first binder only. Cost information or references should only be included in the second binder. No cost information is to be referenced in the first binder.	Administrative

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53	Under Binder 1 inclusions, there is mention of Offerors Reference Forms twice. See highlight sections below. Binder One (mandatory) Signed Letter of Transmittal Binder Table of Contents Proposal Summary Response to Corporate Experience Requirements including: o Three-Year Financial History Form (Appendix 1L) o Offerors Reference Form for three client references (Appendix 1M) Offerors Reference Form Staffing Model and Proposed Staff Experience Requirements including: Please confirm that the Offeror should submit these forms twice.	Page 23/Section III.C.1.	Please disregard the fifth bullet "Offerors Reference Forms." As a clarification, Offerors should submit three references related to the Offeror itself using Form 1.M, two references for each major subcontractor using Form 1.M (please note major would only be required), and two references for Key Staff using Form 1.H.	Administrative
54	As a privately-held corporation, we consider our Financial information as a Trade Secret and exempt from public disclosure per Section II.C.8.ii. Please confirm that we may provide the Financial information, Appendix 1-L form in a separately, sealed envelope marked "Confidential".	Page 16/Section II.C.8.ii and Page 72/Appendix1-L	Refer to the answer in question 22.	Administrative
55	Please confirm that this page is intentionally blank.	Page 32/Section N/A	This page was not intentionally left blank. We confirmed this by downloading both the WORD and PDF versions from the official HSD website. We have reports that the RFP was transmitted by procurement search services and may have changed pagination in the WORD version.	Administrative
56	Please confirm whether a Performance Bond will be required with the contract (Choice 1) and if required, that it will be separately and directly reimbursable. If it will not be reimbursable, please provide specifics on the Total Amount of the Performance Bond that would be required so that we may consider it in our pricing.	Page 81/Section Appendix 2- A	The Performance Bond is part of the contract negotiation portion of the procurement. It may not be possible to determine the cost of the bond until the final scope of work and contract terms are determined. Cost of the bond would be included in the final contract pricing rather than the Offerors proposal pricing.	Contract

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57	Please confirm that the State will not be providing office space and that it is the State's intention that the PMO team will not be co-located with the State and eventual implementation team.	Page 30, Section IV.2	Correct, however, the final requirements will be determined during contract negotiation.	Administrative
58	Is there a certain percentage of time the PMO resources are required to work on site in Santa Fe, or is it up to the proposer to recommend an appropriate level of onsite work?	Page 3, Section I.B	Refer to the answer in question 41.	Administrative
59	Is the successful proposer expected to travel to State field offices, satellite offices, and/or Navajo Nation offices for the collection of requirements, or will the central office personnel be able to represent the needs of the field offices, satellite offices, and/or Navajo Nation offices?	Page 8, Section I.F	It may be necessary for PMO staff to travel for the purposes of business requirements gathering. Offerors should consider this in their proposal.	Administrative
60	Does the CHIP program reside within MAD? Or is it governed by another organization other than the State Medicaid Agency (SMA)?	Page 8, Section I.F	The CHIP program resides in MAD.	MAD Program
61	Given the breadth of staffing required for this contract, would the State consider extending the submission due date to allow proposers additional time for collaborating with potential team resources?	Page 10, Section II.A	No extension is under consideration due to the Department's schedule requirements.	Administrative
62	Is there any preference or additional points given to New Mexico based companies that propose as prime contractor or subcontractor?	Page 15, Section II.C.4	This procurement did not qualify for Resident NM based companies or Veteran's Preference. The reason is that the regulation requirements do not extend to procurements with mixed state and federal funding.	Contract
63	Is it acceptable for a company to be proposed as subcontractor in multiple companies' proposals?	Page 15, Section II.C.4	Yes, it is acceptable for a subcontractor to participate with multiple Offerors.	Administrative

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64	The Offerors Reference Form is listed twice, once as a sub-bullet under bullet 4 and as bullet 5. Please clarify, should this be a separate section within the proposal or under the Response to Corporate Experience Requirements tab?	Page 23, Section III.C.1	An amendment will be published. Please disregard the fifth bullet "Offerors Reference Forms." As a clarification, Offerors should submit three references related to the Offeror itself using Form 1.M, two references for each major subcontractor using Form 1.M (please note major would only be required), and two references for Key Staff using Form 1.H.	Administrative
65	How many full-time or part-time State resources does HSD/ITD anticipate assigning to partner with the PMO? What are the resource types and responsibilities by project phase? How many years of experience with the existing Child Support and/or Medicaid Programs do these individuals have and in what capacity (e.g., policy, business operations, information technology)? What are the anticipated limitations on availability for project work?	Page 28, Section VI.1	There will be state resources assigned from both technical and business groups at HSD. However, the number of resources will be defined for each project based on the final project plan.	Scope
66	Are only the four PMO roles listed in Appendix 1-F and 1-G considered "key" or is it up to the proposer to define "key" personnel?	Page 29, Section IV.1	The four listed are considered key personnel. It is up to Offerors to determine the balance of staff they would require to successfully meet the requirements of this procurement.	Administrative
67	Is the successful proposer required to have a fully functional Santa Fe office open within the first 15-45 days after award, or are PMO resources able to begin the project from a temporary location until a project office can be established?	Page 30, Section IV.2	The Offeror must describe how it will have sufficient resources and staff to start its PMO operations within fifteen (15) calendar days of contract award and be fully operational within 45 calendar days. The final requirements, including the use of a temporary location, can be determined during contract negotiation.	Administrative
68	Please clarify "near" the Information Technology Division (ITD) offices so proposers are better able to understand how close you prefer the PMO's office to be located.	Page 30, Section IV.2	The term "near" in the current RFP should be considered within the Santa Fe City limits. Final requirements will be determined during contract negotiation.	Administrative

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69	Does the current NM MITA 3.0 Technical Architecture or other previous effort contain an inventory of any type to use as a starting point for the assets library?	Page 34, Section IV.2	An amendment will be published. No current NM MITA 3.0 Technical Architecture exists. The department has multiple systems which contains fixed asset information that may be utilized for this project.	Administrative
70	When was the Department's last MITA SS-A completed?	Page 36, Section IV.3	The last MITA State Self-Assessment was completed in March, 2009	Administrative
71	In Section IV.3 PROJECT REQUIREMENTS AND DOCUMENTATION, the RFP says, "The PMO will be required to be experienced in evaluating Medicaid systems against the CMS 7 Standards and Conditions for Enhanced Federal Funding, as well as the various maturity levels of the Medicaid Information Technology Architecture (MITA) 3.0 Maturity Roadmap." In Section IV.3 NATIONAL HUMAN SERVICES INTEROPERABILITY ARCHITECTURE, the RFP says: "The PMO will be required to complete an evaluation and activities to incorporate the Administration for Children and Families (ACF) NHSIA architecture as a framework to support integrated eligibility determination and information sharing. For additional information about NHSIA refer to the Procurement Library." Are you looking for the contractor to conduct the MITA evaluation and Roadmap and then do the NHSIA mapping? Or does the MITA roadmap already exist?	Pages 36 to 38, Section IV.3	An amendment will be published. A MITA roadmap currently does not exist. We will amend the RFP to reflect the requirement that the PMO must conduct the MITA 3.0 Assessment and the NHSIA mapping.	Scope
72	Will the State supply resources to review APDs and submit to CMS, or will the successful proposer be expected to work independently with CMS on the State's behalf?	Page 38, Section IV.3	The state will review and approve all APDs prior to being submitted.	Administrative

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73	Does the CSED plan to maintain child support enforcement field office organization, and are there plans to expand this organization, add, or consolidate field offices in the future?	Page 39-40, Section IV.3	In the short term there are no plans to change the field office organization. However, there is demographic growth in the Rio Rancho area which currently has a satellite office. If caseloads increase and demographic changes demand, Rio Rancho office may be changed from a satellite office to a county office in the future.	CSED Program
74	Is the CSED or ITD currently conducting or planning to conduct an evaluation of CSES solutions in states such as New Jersey or other states where CSES solutions have more recently been implemented? Would the HSD support an approach that included collaboration between PMO team members and CSED staff to conduct an evaluation of CSES solutions in other states?	Page 39-40, Section IV.3	In the early planning stages of the replacement project CSED and ITD have conducted meetings with other states that have replaced their child support systems, and states that are in the process of replacing their systems. Going forward HSD would be very supportive of evaluating child support solutions from states.	CSED Program
75	Does the CSED have plans to expand the use of system interfaces and the use of EBT technologies to improve the effectiveness of location and funds distribution activities?	Page 39-40, Section IV.3	This will be determined during the planning phase of the project.	CSED Program
76	In moving forward with an enterprise approach to service delivery and child support enforcement, does the HSD and in particular the CSED plan to integrate electronic document management or call center operations to support multiple programs.	Page 39-40, Section IV.3	This will be determined during the planning phase of the project.	CSED Program

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77	Have all Medicaid providers enrolled/re-enrolled within the past five years? If not, were all providers required to re-enroll as part of the 2002 implementation of the current OmniCaid MMIS or sometime within the past ten years?	Page 42, Section IV.3	The last provider reenrollment project was in conjunction with the implementation of OmniCaid in 2002. The MMIS currently runs recertification and reverification jobs on a monthly basis to verify that license and other provider data is current. In recertification processing, the system produces letters to providers whose licenses are about to expire. If no update is received within 60 days after license expiration, the system changes the provider's status to Terminated- License Expired. A provider reverification letter is generated every two years, along with a Provider Turnaround Document (TAD) listing the provider's demographic and other information. The provider is asked to update the document and return it to the fiscal agent Provider Enrollment Unit for subsequent verification and updating of the provider database. If no update is received within two months, the system terminates the provider's enrollment.	Scope
78	Approximately how many State employees have extensive knowledge and understanding of the data within the current CSES and MMIS – i.e., ten years or more experience with the data? Will these State employees be made available to partner with the PMO if requested and incorporated into the project plan? Will the State be able to provide access to current vendor employees with extensive knowledge and understanding of the data if requested and incorporated into the project plan?	Page 42, Section IV.3	HSD has several internal and contracted IT and program experts with thorough knowledge of the data within each of the systems. There will be state resources assigned from both technical and business groups at HSD. However, the number of resources will be defined for each project based on the final project plan.	Scope

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79	Can the State provide an estimate of the level of activity the successful proposer should anticipate toward this effort?	Page 45, Section IV.3	Based on the Offerors previous engagements and review of the Departments' requirements in this RFP, all Offerors should be able to estimate staffing, activities, and other efforts to successfully meet the Department's goals related to this procurement.	Administrative
80	The third paragraph states, "The PMO will be required to develop a Production/Implementation Plan which will be presented to and reviewed and approved by the Project stakeholders." May the successful proposer assume the vendor awarded the implementation contract(s) will develop the Production/Implementation Plan of their system for the PMO to review and approve in preparation for the review of the Project stakeholders?	Page 46, Section IV.4	Yes, the Integrator will be responsible for developing the system implementation plan. The PMO will be expected to incorporate the Integrator's plan into the overall project management plan.	Scope
81	Has the State established a budget range for this project and, if so, can this be shared with prospective proposers?	Page 52, Section V.A.4	"To assure a competitive procurement, the Department will not release its planning documents related to technical or financial estimates. The organization and content of the RFP furnishes Offerors with HSD requirements which in turn will enable HSD to determine which Offeror it will select to negotiate a final contract. "	Cost
82	The link to the Procurement Library does not seem to work, it just brings you to the public NM Human Services Department web page. Is there another method for retrieving the material in the Procurement Library?	9 / G	The link was changed with an update of the HSD website and is now working. You can also access the RFP Procurement Library from the HSD homepage, by selecting "Looking for Information" at the top and select "General Information" at the left; look down to "Requests for Proposals" below; and select "Open RFP's." Scroll down through provided information.	Other

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83	It mentions that the RFP and any amendments can be found on the HSD web site under a section called "Open RFPs". After clicking the link in the paragraph, there is no "Open RFPs" section on this page. Will amendments be distributed using another method?	10 / B1	We will rely on our website for updates as well as direct emails to those Offerors who submitted an Acknowledgement form (which may still be submitted). The website was recently updated with sections moved. Please go to the website at http://www.hsd.state.nm.us and select "Looking for Information" at the top, "General Information" to the left side of the page, click to get to "Requests for Proposals," and select "Open RFP's." Here is the current link, but please note it may change: http://www.hsd.state.nm.us/LookingForInformation/open-rfps.aspx CSES MMIS PMO RFP and Procurement Library. HSD will post updates if there are any changes.	Other
84	It says there will be a public log made available with names of potential Offerors that attend the pre-proposal conference. Where is this log? Also, is there any material available from this conference to review if you missed it?	11 / B3	The Pre Procurement Conference logs will be posted to the HSD website under this RFP title. It will only list those organizations that attended or called in. Potential Offerors are not required to attend or submit the Acknowledgement Form. The Pre Proposal Conference was informal and no minutes or materials are available.	Other
85	Is there a recommended maximum length for the RFP response?	23 / III-C	There is no maximum.	Administrative
86	Is there a recommended or required format (font, size, spacing etc.) for the response?	23 / III-C	Please refer to Page 32. There is no required format for font type or size. HSD would recommend that formatting is consistent in a font type of Arial or Times New Roman and font size 12 minimum for body text.	Administrative

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87	Following the current schedule there is about a 2.5 week turnaround for the proposal submission after all questions are answered. This is a relatively short deadline for a proposal of this magnitude. Under what circumstances could an extension be granted?	10 / Table 1	No extension is being considered at this time.	Administrative
88	How large are the current teams supporting the CSED, CSES, MAD and MMIS groups?	26	As of July 2013, current teams supporting CSED, CSES, MAD and MMIS groups are as follows but may be revised by HSD as needed.CSED-383 full time state staffCSES-24 full time state staffMAD-178.5 full time state staff plus 26 term MMIS-approximately 25 full time state staff plus contracted staff.	Scope
89	Are there any current PMO support staff and what will be there role related to this work?	26	HSD ITD does have a Project Management Bureau that consists of project management staff, some of which will be assigned to these projects. In addition, there will be state resources assigned from both technical and business groups at HSD. However, the number of resources will be defined for each project based on the final project plan. The PMO will work closely with State Staff assigned to these projects.	Scope
90	Page 35 first paragraph mentions a "fixed asset system". What tool is being used to manage the current assets?	35	The department has multiple systems which contains fixed asset information ranging from Excel spreadsheets to SQL database with a web front-end to a statewide ERP.	Technology
91	Will the contractor be responsible for any purchasing of hardware, licenses or software related to this RFP? Or should this be assumed to be a labor-only proposal?	35	This procurement is for professional services only.	Technology
92	Page 35 second paragraph mentions a "financial management system". What is the current system being used?	35	"SHARE" is the State of New Mexico accounting system.	Technology

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93	Page 35 third paragraph mentions a "document repository". What tool is currently being used as a document repository?	35	The department uses multiple tools, including SharePoint and File Shares for various business purposes, including document repository.	Technology
94	On page 35 in the second paragraph under "Risk Management" it says that the "Offeror must maintain a risk database". Does the Offeror need to provide this tool or will it be provided by the department?	35	Please refer to RFP Page 34, Risk Management Section, Paragraph 2.	Technology
95	On page 41 in the section "System Architecture and Technical Requirements". Is there a current technical library that can be viewed to better understand the technical skillsets required to perform on this program?	41	No, we do not have a Technical Library that contains technical skillsets for this project.	Technology
96	On page 42 under "Database Management Plan" it says the PMO will provide an "experienced and qualified database resource(s)". Is there any more detail around what qualifications this resource should have? For instance, what kind of database experience? What database software and versions are being used currently?	42	Experience should be commensurate to perform the activities described on Page 41 and Page 42.	Technology
97	On page 44 under the "Development Phase" bullet it mentions the PMO technical lead will be expected to be actively involved in the Integrators code review…. What code languages and versions should the Technical Lead be familiar with to meet this requirement?	44	The code languages and versions needed for the Technical Lead will be determined during the planning phase of the project.	Technology
98	What other technology should the PMO Technical Lead be familiar with that is not already mentioned in this RFP? Are there any documents describing any more detail around the technology in use?	44	At this time, information available to Offerors is contained within the RFP and the Procurement Library.	Technology

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99	Page 50 first paragraph mentions "Pittsburgh, PA" as an alternate location. How much travel will be required to PA and should that cost be included in the estimate?	50	Travel to Pittsburgh, PA is not required.	Other
100	Have there been any internal staffing estimates done for this project other than the key positions and can those be shared?	N/A	There will be state resources assigned from both technical and business groups at HSD. However, the number of resources will be defined for each project based on the final project plan.	Other
101	Are there any other skills required or recommended for the key positions other than what is spelled out in the RFP?	44	No, there are no other requirements other than what is addressed in the RFP.	Other
102	Has the State completed the MITA SS-A using Framework 3.0? If so, would the State provide a copy of the most recent MITA SS-A? If not, does the State expect the SS-A to be completed as part of this contract?	Page 36/ Seven Standards and Conditions/ MITA Maturity	An amendment will be published. No, the State has not completed a MITA SS-A using Framework 3.0. The last MITA State Self-Assessment was completed in March, 2009. A copy of this document can be found in the procurement library. Yes, the state expects the PMO to lead the efforts to complete the MITA SS-A to be completed as part of this contract.	MMIS Application
103	Has the State completed a Privacy and Security assessment for the current environment CSES or MMIS?	Page 40/ Privacy Security Requirements	Privacy and Security Assessments are completed periodically throughout the year. These are completed through various audits to meet state and federal requirements.	Other
104	Question 1: Can the contractor for the PMO include subcontracted experts in these areas if contractor's experience is in similar PMO projects but not exactly Medicaid or Child Support?	3. PROJECT REQUIREMENTS AND DOCUMENTATION / Privacy /Security Requirements	It is preferable that the contractors and/or subcontractors have security and privacy experience related to Child Support and Medicaid.	Administrative

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105	Question 2: Contractor experience with federal regulatory requirements and reviews in other industries would be acceptable? Are there gate review requirements are there which are unique to Child Support Information and Medicaid information system projects?	In Ref to: Project Management Questions and Requests	Yes to both questions for Federal Requirements. Please refer to the procurement library for further details.	Administrative
106	The RFP states that Binder One contains "Offerors Reference Form for three client references (Appendix 1M) as well as an additional Mandatory Section labeled "Offerors Reference Form." Can you please clarify what the difference is between these two sections? Is there a specific location Staff Reference forms should be placed?	p. 23/ Section III-C. Proposal Format	An amendment will be published. Please disregard the fifth bullet "Offerors Reference Forms." As a clarification, Offerors should submit three references related to the Offeror itself using Form 1.M, two references for each major subcontractor using Form 1.M (please note major would only be required), and two references for Key Staff using Form 1.H.	Administrative
107	Can the Department confirm that the Offeror is not expected to define the Critical Path in the Offerors proposal, simply the approach to identifying the Critical Path?	p. 35/ Section IV-2. Project Management Questions and Request	Correct.	Administrative
108	Can the Department confirm that the Offeror is not expected to provide a resource-loaded, baselined project schedule in the Offerors proposal, simply the approach to developing this deliverable?	p. 35/ Section IV-2. Project Management Questions and Requests Q3	Correct	Administrative
109	The RFP states that "in addition, experience narratives or resumes describing the specific relevant experience of proposed staff members in relation to the role that member will perform for this project may be submitted." Can you please clarify where these should be included in the Proposal since resumes are also described as mandatory in Appendix 1-F as it states that Resumes for key staff are required?	p. 51/ Section V-2. Staffing Model and Proposed Staff Experience	Please include the resumes and additional narratives in binder 1, Appendix 1-F.	Administrative

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110	The RFP indicates that the State will require "a retainage of up to 20% payable upon completion of the project." Would the State please provide additional detail on how the withhold amount will be determined and applied?	p. 13/Section II-B-11. Prepare, Negotiate and Finalize Contract	Retainage is a portion of contract payments withheld as security that deliverables meet requirements and the contract requirements are fulfilled. For multi-year contracts, the Department may consider interim payouts (for example, payment of half retainage at the end of each contract year with final payout at contract end).	Cost
111	The RFP indicates that "Offerors may propose any number or level of staff deemed necessary to meet the requirements of this contract (including Technical, Business and Process expertise) as long as the resource type, responsibilities and rates are defined in the proposal and a plan for staff resources are defined by project phases." The RFP also states that 30% of the total evaluation points will be awarded based on cost, and that "each Offerors technical proposal will be adjusted, or normalized, using the following formula: (Lowest Offeror Proposed Cost) divided by (This Offerors Proposed Cost) multiplied by 300 to produce the (Total Award Points)." Given that (1) the State has not provided fixed number of hours or budget for this project, (2) nor has the State provided a fixed number of PMO resources, Offerors may submit significantly different staff support models that result in significantly different total costs to the State. How will the State ensure that all vendors have the opportunity to submit proposals that can be evaluated consistently and fairly?	p. 28/ Section IV-1. PMO Staffing Plan p. 52/Section V-4. Cost	The design of the procurement is based on meeting Department requirements, not the purchase of specific resources to fit a fixed budget. By using a request for proposal approach, rather than cost bidding, the Department will base its evaluation on proposed solutions that are most advantageous to the HSD.	Cost

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112	Will the Department share the estimated budget for this contract?	p. 68/ Appendix 1-J Cost Response Form	To assure a competitive procurement, the Department will not release its planning documents related to technical or financial estimates. The organization and content of the RFP furnishes Offerors with HSD requirements which in turn will enable HSD to determine which Offeror it will select to negotiate a final contract.	Cost
113	Does the Department envision a scenario in which a joint integrator RFP may be desirable for both the CSES and MMIS systems?	p. 44/ Section IV-3. Integrator(s) RFP and Contracts	At this time we do not envision one integrator for both systems.	Scope
114	Of the enhancements described on page 27, can the Department clarify which are likely to be replaced as a part of this project and which will need to be integrated into the replacement solution?	p. 27/ Section IV. MMIS	All enhancements described on page 27 must be integrated or replaced as part of the final solution.	Technology
115	The RFP states "the scope of the procurement will result in a four (4) year contract with four (4) optional one-year extensions not to exceed eight (8) years", but Appendix 1-I states that it is for a six (6) year project duration. Please clarify.	p. 4/Section I. C. Scope of Procurement & Appendix 1-I Key Staff Letter of Commitment Form	This is consistent with limits placed by the NM procurement code for contracting. It is estimated that the project will require six years to complete, but the extensions to 8 years allow for flexibility in project scheduling.	Other
116	The RFP states that "State resources will partner with the PMO staff; however the Offeror should expect to be the driver and manager of all project activities to assure that schedule, cost, and project deliverables are met." As such, should Offerors assume that there will be no dedicated, full time State staff supporting the PMO? If, however, State staff will be assigned dedicated PMO staff, can you please elaborate on (1) how many State resources are expected, (2) what the anticipated skillsets of these individuals will be, and (3) whether State resources will be full time / part time throughout the project duration?	p. 28/ Section IV-1. PMO Staffing Plan	There will be state resources assigned from both technical and business groups at HSD. However, the number of resources and skillsets will be defined for each project based on the final project plan.	Other

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117	The RFP states that "the Offeror must submit documentation of at least three previous engagements…for Medicaid, child support enforcement, or other similar government (Federal or State) programs in which a system was transferred from one public body to another." Would the State please elaborate on the statement "from one public body to another?"	p. 50/ Section V-1. Corporate Experience	Public bodies refer primarily to government bodies. In some cases, there is an option for one state to obtain a similar business application or system from another state ("public bodies"). The term is meant to be inclusive to address Offerors experience at federal, county, or municipal level projects of similar complexity.	Other
118	The RFP states that "Offerors must submit a staffing model …see Appendix 1F PMO Staff Roles Form. If non key staff has not been identified, then expected qualifications may be used." Are evaluation points going towards the four key staff positions only or the non-key staff and expected qualifications, as well?	p. 51/ Section V-2. Staffing Model and Proposed Staff Experience	Evaluation points will be awarded based on both the staff experience and the staffing model proposed. Please refer to RFP page 50, Evaluation Criteria.	Other
119	With reference to the project scope, there doesn't seem to be a structured approach to de-commission and refresh program for MMIS. Does HSD expect the PMO to structure a particular life-cycle model for development activity around RFP and Proposal information?	Page 28 -50	Yes, however, most of these details will be determined during the planning phase of the project.	Scope
120	Has HSD made a decision to either enhance or replace the existing Child Support Enforcement System (CSES)? And what impact will this have on the PMO?	Page 26	Please refer to Page 39 and Page 40, Child Support Enforcement Program (IAPD)	CSES Application
121	With the MITA 3.0 Maturity Model in place, does HSD have a complete and fully defined Enterprise Architecture that is structured where it can be easily managed? What are the expectations of HSD on the PMO for aligning MITA with the current Enterprise Architecture infrastructure?	Page 37	An amendment will be published. HSD does not currently have an Enterprise Architecture. We plan to leverage the MITA and NHSIA frameworks to create our own Enterprise Architecture.	Technology
122	Has the agency conducted a Feasibility Study that fully defines the enhancements, if any, and level of effort needed for replacement of the proposed CSESR and MMISR system?	Page 27	No. For CSESR, refer to the RFP pages 39 & 40 Child Support Enforcement Program (IAPD) which references the Feasibility Study.	CSES Application

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123	What system changes are required by ASPEN? And how does the Affordable Care Act and MAD's business requirement have impact the PMO?	Page 8	This will be determined during the planning phase of the project.	Technology
124	The MMIS/CSES Replacement PMO matrix define a very high-level schedule of activities with estimated finish dates, does HSD expect the PMO to adhere to these defined milestones and dates, or is it possible to re-estimate and align them differently?	Page 31	It is possible to re-estimate and align them differently with HSD approval.	Scope
125	Does HSD currently have a Risk Management tool selected that they are currently using?	Page 35	No.	Technology
126	The PMO is required to control all assets, does HSD expect the PMO to issue inventory control, or property asset tags, or utilize bar coding and track, monitor are report using a specific technology?	Page 35	HSD requires the PMO to track and monitor assets associated with the projects. The tracking & monitoring tool methods can be negotiated during contact negotiation. Any tracking & monitoring tools used must first be approved by the HSD.	Technology
127	This paragraph suggests the Documentation and Library functions control some aspect of developed code, test case, test scripts and test results; shouldn't this activity be strictly enforced by Change Control and a Configuration Management function?	Page 36	Documentation Library functions do not govern Change Control or Configuration Management. There will be a Change and Configuration management process utilized on this project. Offerors will be expected to share their best practices on how all documents will be managed throughout the project lifecycle and any ties into Change or Configuration management processes.	Scope
128	How does HSD expect to participate in the System Integrator RFP development with the PMO?	Page 45	HSD will provide input and support in the development of the RFP.	Technology

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129	Has the State defined the number of state resources dedicated to the project and their specific roles? Can the State release this information for consideration in the development of this response?	Pages 31 - 35; Section IV. PMO REQUIREMENTS, QUESTIONS AND REQUESTS; 2. PROJECT MANAGEMENT	The Department can't define resources to be dedicated to this project until the PMO and Department determine work schedules and other resource requirements after contract award. The Department does intend to dedicate staff resources in support of these projects. Please note that the Department expects the PMO to source its own SME's related to federal requirements, but look to the Department for state level requirements and guidance.	Other
130	Does the State have a completed MITA State Self-Assessment and/or MITA Roadmap that can be shared?	Page 37; Section IV. PMO REQUIREMENTS, QUESTIONS AND REQUESTS; 3. PROJECT REQUIREMENTS AND DOCUMENTATION; Seven Standards and Conditions / MITA Maturity; Paragraph 1; Sentence 1: The PMO will be required to be experienced in evaluating Medicaid systems against the CMS 7 Standards and Conditions for Enhanced Federal Funding, as well as the various maturity levels of the Medicaid Information Technology Architecture (MITA) 3.0 Maturity Roadmap.	An amendment will be published. The last MITA State Self-Assessment was completed in March, 2009. A copy of this document can be found in the procurement library.	MMIS Application