



**NM Human Services Department, Medical Assistance Division
 Medicaid Audit Agent for Managed Care Organizations (MCOs)
 RFP #17-630-8000-0005**

RESPONSES TO QUESTIONS

	RFP SECTION	SECTION TITLE	PAGE	OFFEROR'S QUESTION	HSD'S RESPONSE
1.	II. Conditions Governing the Procurement	B. Explanation of Events 6. Submission of Proposal B. Number of Copies 1. Hard Copy Responses A. Technical Proposals B. Cost Proposals	11	Number of Copies (p23): This section indicates that hard and electronic copies are required. However page 11 references submission via the SPD's electronic procurement system. Can you confirm whether we may use the electronic procurement system?	Please see Amendment 1
2.	III. Response Format and Organization	B. Number of Copies Hard Copy Responses 1. Technical Proposals 2. Cost Proposals	23	Number of Copies (p 23): Could you clarify how many copies of the redacted proposal are required? Also please clarify the format of the redacted copy (hard copy vs. electronic).	Redacted information is information considered Confidential and only one (1) copy is requested. That hard copy may be placed in a separate envelope and one (1) redacted and one (1) unredacted electronic copy is requested via CD/USB.
3.	III. Response Format and Organization	B. Number of Copies Hard Copy Responses	23	Number of Copies (p 21): Are pdf copies of the proposals acceptable for the electronic version?	No
4.	Appendix F	Organizational Reference Questionnaire	28	Appendix F: In the second paragraph of Page 1 (p 84 of RFP) of Appendix F indicates that the three business references must return the completed questionnaire to Norma Lucero at her physical address; however, on page 2 (page 85 of the RFP) it says the questionnaire should be returned via fax or email. Please clarify which methods of transmission will be accepted.	Please see Amendment 1
5.	Appendix F	Organizational Reference Questionnaire	28	Appendix F: Appendix F indicates that there is a due date for the return of the forms listed in Section II A of the RFP. We do not see a specific date listed for the return of questionnaires in that section. Can you clarify the due date if it is different than the proposal submission date?	Please see Amendment 1



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6.	IV. Specifications	B. Technical Specifications 2. Organizational References	28	Appendix F: Appendix F indicates that three references are needed for this RFP; however, the Organizational References section (p 28) and Organizational Experience section asks for five references (p 28). Can you please clarify how many references we should submit?	See Amendment 1
7.	IV. Specifications	B. Technical Specifications 4. Mandatory Specification C)Statement of Concurrence	31, 32, 33	Statement of Concurrence (p 31), Mandatory Cost Specifications (p 32), Cost (p 33): These sections reference Appendix X. Please provide those appendix.	See Amendment 1
8	IV. Specifications	B. Technical Specifications 4. Mandatory Specification e)Other Support Material (Optional)	31	Other Support Material (p 31): This section references a "Binder 3," but the Proposal Format Section (p 24) only asks for Binders 1 and 2. Please clarify if there should be a Binder 3.	If you have other supporting documentation, you may place this material in Binder 3. If you do not, Binder 3 would not apply.
9.	IV. Specifications	C. Business Specifications 2. Performance Surety Bond	33	Surety Bond (p 33): Are you able to provide an estimate of the amount of the Surety Bond should it be required?	Amount of surety bond can be negotiated during the negotiations of final award.
10.	IV. Specifications	B. Technical Specifications 4. Mandatory Specifications a) Staff Experience	29	Staff Experience - Information (p 29): This sections states " <i>6) Information: Offeror's staffing plan will provide adequate personnel to accomplish all work described in the Scope of Work. The successful Offeror must possess extensive knowledge and experience in financial accounting auditing; have working knowledge of and experience in hospital,</i>	Please see Amendment 1



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				<i>home health agencies, federally qualified health centers, and rural health clinics including, but not limited to other healthcare organizations and have direct working knowledge and experience in cost accounting.</i> ” Should the reference to “hospital, home health agencies, federally qualified health centers, and rural health clinics including, but not limited to other healthcare organizations and have direct working knowledge and experience in cost accounting” be modified to reflect managed care experience?	
11.	IV. Specifications	A. Detailed Scope of Work I. Performance of Audits	25	MCO Audit Operations - Item 3A (p 25): Please confirm if this is for Medical Loss Ratio and administrative expense ratios filed annually. What other types of financial records does the State anticipate will need auditing under this contract?	Auditing may include, but is not limited to, Medical Loss Ratio and administrative expense ratios filed annually.
12.	IV. Specifications	A. Detailed Scope of Work I. Performance of Audits	30	MCO Audit Operations - Items 3B through 3N (p 25): Please describe the number of times the state wishes for this to be completed during the 2 year contract period. What about during the 2 option periods?	Minimum of two (2) audits during the two (2) year contract period.
13.	IV. Specifications	A. Detailed Scope of Work I. Performance of Audits	32 ^{5th} full paragra ph	Work Plan (p 30): There is a reference to "providers" in the last paragraph. Please advise if the training is intended for the State, the MCOs, or some other group?	This reference is for healthcare providers within MCO provider networks.
14.	IV. Specifications	B. Technical Specifications f). Mandatory Cost	32	Mandatory Cost Specifications (p 32,5th full paragraph): There is a reference to the name and type of facility for cost reports.	HSD is not intending to audit facilities under this contract.



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		Specifications		Please advise if this is relevant for the MCO services requested?	
15.	IV. Specifications	B. Technical Specifications f). Mandatory Cost Specifications Appendix D	80, 81	Cost Response Form (Appendix D) - Since many of the tasks in the MCO audit operations would be completed together, please describe how the respondent should plan to group the type of audit on this form. Should the respondent group based on those tasks which are distinctly similar and provide for a separate line item for those tasks that are distinctly different?	This may be determined by the offeror.
16.	II. Conditions Governing The Procurement	A. Sequence Of Events C. General Requirements 33. New Mexico Preferences	22	New Mexico Preferences (p 22): Upon reviewing the certification for NM preferences (http://www.tax.newmexico.gov/Businesses/in-state-veteran-preference-certification.aspx .) there is a statement that indicates "This preference doesn't apply to contracts that use federal funding". Does this contract have the potential to use federal funding? If so, does this preference apply to this RFP?	This procurement involves Federal funds so the NM preferences do not apply.
17.	IV. Specifications	A. Detailed Scope of Work 3. MCO Audit Operations o)	27	MCO Audit Operations - Value Based Purchasing (p 27, letter O): We recognize the State has existing value-based purchasing (VBP) initiatives, has added requirements to the MCO contracts and has been working to refine the model and target specific value areas. a. As RFP# 17-630-8000-0004, Hospital Audit, Accounting & Consulting Services,	a. We are looking for vendors to propose ways to assist HSD in the evaluation of the VBP program and we are asking the vendors to assist HSD in developing criteria for administering a value based purchasing programs, and performing auditing/administrative functions of its operation; b. The state expects the vendor to propose



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				<p>also includes request for very similar support specific to the VBP program in Section IV.A.III.Y and Z, please elaborate on the expectations of the selected Vendors for each contract related to the hospital VBP program versus the VBP program the MCOs will be administering. How do the roles differ and what are the expectations for collaboration regarding the required deliverables?</p> <p>b. What is the status of the State's efforts to refine the meaning of "value" for the program and of the subcommittee's vetting process of potential targeted value areas? Is information available about decisions that have been made and that might help to inform Vendors' proposals?</p> <p>c. Given the work the State is already conducting specific to value-based purchasing, please clarify expectations for support in "development of criteria for administering a VBP program." For example, would the Vendor support existing subcommittees in continuing to refine the overall model? Is the support specific to developing internal criteria for operation/oversight of the VBP program? Other?</p> <p>d. Please confirm the State is requesting the Vendor to perform auditing/administrative functions in operation of the VBP program.</p>	<p>criteria based upon items Y and Z in the RFP.</p> <p>c. We would expect the vendor to respond to how they would support existing VBP programs; provide recommendations to refine VBP activities including developing internal criteria for the operation of the VBP program.</p> <p>d. The state is requesting the vendor to propose provisions to preform auditing/administrative functions in operation of the VBP program and propose how it will develop criteria for the State to follow to perform auditing/administrative functions in operation of the program.</p>



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				Or, will the Vendor assist in development of criteria for the State to follow to perform auditing/administrative functions in operation of the program?	
18.	IV. Specifications	B. Technical Specifications d). Responses to Suspension and Debarment Requirement	31	Suspension and Debarment Requirement (p 31): Please supply a copy of the form we are supposed to complete.	See Amendment 1