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Bidder Questions/Answers**

#	Reference	Question	Answer	Submitter
1	Section 3.2.1, Page 18 Bid Proposal Security	Please confirm the vendor submits the bid bond or certified check to the DHS Point of Contact, Joanne Rockey and to the same address as the proposals.	Yes.	SLI Global Solutions
2	Section 3.2.3, Page 18 Information to Include Behind Tab 3: RFP Forms	Could the Agency please clarify if the "Bidder Proposal Certification" Form on page 26 of the RFP is to be included as well as the other listed?	<p>The Bid Proposal Certification form is required and should be submitted behind Tab 3: RFP Forms of the Proposal.</p> <p>Amendment: The RFP will be amended to incorporate this change.</p>	SLI Global Solutions
3	Section 3.2, Page 18 Contents and Organization of Technical Proposal	RFP states "sections in the same order provided here" Please clarify if that means the section and subsection numbering on our proposals have to match the RFP?	Yes.	SLI Global Solutions



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4	Sections 2.32 and 3.2.3, Pages 16 and 18	We sometimes contract with individuals or small consulting firms to provide services to us in a staff augmentation role. These independent consultants may provide a portion of the proposed services for this project. Will the requirements of these two sections that apply to subcontractors also apply to our independent consultants?	No, as long as the independent consultants are acting in the same capacity as an employee rather than providing the services as described in Section 1.8, Scope of Work.	First Data Government Solutions, LP
5	Section 3.2.1, Page 18 Bid Proposal Security	Will the State agree to allow a vendor to provide a single Bid Proposal Security if the vendor is submitting a proposal for more than one consulting services RFP associated with the MMIS Project given that if the vendor is chosen they can only participate in one?	Each RFP stands along and requires a separate Bid Proposal Security Bond.	First Data Government Solutions, LP



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6	Section 3.2.1, Page 21	Would the Agency also accept an alternate form of security in the form of a corporate or certified check to be returned upon announcement of award?	No, Bidders are not permitted to submit a corporate check. However, Bidders are permitted to submit a bid bond, a certified or cashier's check, or an irrevocable letter of credit as stated in Section 3.2.1.	First Data Government Solutions, LP
7	Section 3.2.4, Page 19	Will the Agency permit vendors to provide samples of work products completed for similar services on other projects?	Bidders can submit sample work products for similar services on other projects as long as the sample work products add value and convey to the Agency the scope of work as described in this RFP.	First Data Government Solutions, LP
8	Section 3.2.5.1, Page 19	The RFP requires vendors to describe "all contracts and projects currently undertaken by the bidder." Could the Agency please amend this requirement to only include contracts of similar services? Some vendors maybe subsidiaries to a larger corporation that may have current contracts and projects upwards in the 100s.	Yes. Amendment: The RFP will be amended to incorporate this change.	First Data Government Solutions, LP



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9	Section 3.2.5.3, Page 20	The RFP requires vendors to provide “financial statements from independent auditors for the last three (3) years”. Due to the size of our financial statements (over 200 pages) would the Agency allow Vendors to provide the last 3 years financial statements only on the Technical Proposal CD-ROM?	Yes, however the last 3 years of financial statements must be provided on the Cost Proposal CD-ROM and identified as a separate file name. Amendment: The RFP will be amended to incorporate this change.	First Data Government Solutions, LP
10	Attachment H, Page 37	PM2 states, “Verify that all critical development documents, including but not limited to requirements, design, code, and JCL are maintained under proper control.” Please clarify the use of JCL in this subtask. Does the State anticipate the use of this type of code?	This is a general statement which includes multiple technologies. At this time, the Agency does not know the MMIS solution that will be purchased as the MMIS contract has not been awarded.	FourThought Group, Inc.



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11	Attachment H, Page 37	PM9 states, "Evaluate the State's hiring plan for the project to verify that all adequate human resources will be available for development and maintenance." Please confirm it is the State's hiring plan and not the DDI contractor's hiring plan that will be assessed.	This applies to the DDI vendors only. Amendment: The RFP will be amended to incorporate this change.	FourThought Group, Inc.
12	Attachment H, Page 37	PM10 states, "Evaluate the State's personnel policies to verify staff turnover will be minimized." Please confirm it is the State's personnel policies and not the DDI contractor's personnel policies that will be assessed.	This applies to the DDI vendors only. Amendment: The RFP will be amended to incorporate this change.	FourThought Group, Inc.
13	Page 2 RFP Purpose	Is the POS a separate contract than the MMIS? Does the POS have the same timeline as the MMIS?	Yes, they are separate contracts. The MMIS and POS timelines are aligned; however timelines will be established and approved after the award of each of these contracts.	BerryDunn



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14	Section 1.1, Page 4 Other Healthcare Projects	The RFP states that the IME has an implementation strategy for ICD-10 that allows for full compliance by October 1, 2013. However, the RFP also states that the implementation timeline may go as long as, and not later than, October 2014 (Page 6, Section 1.8, 5 th Paragraph). How will the IME align with the ICD-10 requirements if MMIS operations go into 2014?	The Agency expects the winning MMIS Bidder to provide a 5010/ICD-10 solution. However, the current MMIS will be remediated and compliant by October 1, 2013.	BerryDunn
15	Section 1.1, Page 4	Is there a common Change Control Board (CBB) established across the MMIS and Eligibility projects? Is the CCB used for the current system the same one that will be used for the DDI?	While we haven't finalized the CCB process, there will be coordination between the MMIS and IIEP projects. The Agency has a Change Management Request (CMR) process that the current MMIS contractor follows. Please refer to the System Services RFP, MED-12-001 that outlines the process the new MMIS contractor will follow which is located at the link: http://www.ime.state.ia.us/Reports_Publications/index.html	BerryDunn



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16	Amendment 2	Amendment 2 to the RFP states that the IV&V contractor will have an onsite presence. Does the State have an expected or preferred level of onsite presence?	The Agency expects the winning IV&V contractor to be onsite Monday – Friday during normal business hours.	BerryDunn
17	Section 1.8, Page 5	If the IV&V effort produces findings, how will the IME use the findings/recommendations to improve the implementation project?	The Agency will evaluate the findings and recommendations to determine the course of action that is most advantageous to improving the overall health of the project.	BerryDunn
18	Section 1.8, Page 6	Are the State MMIS-DDI, IV&V-QA, Eligibility DDI, and Eligibility IV&V Directors members of the Steering Committee?	The Agency MMIS and Eligibility DDI, IV&V and QA Project Directors report to the Steering Committee as identified in Attachment E.	BerryDunn
19	Section 1.8.1, Page 9	For Key Activity #5, are these meetings to be held in-person, or is it acceptable if some of the meetings are facilitated via teleconference? Will other participants require a teleconference set up in order to participate?	<p>It is the expectation of the Agency that the IV&V core team identified in the Technical Bid Proposal conduct in-person meetings as the normal course of doing business, however non-key personnel may participate via teleconference as needed.</p> <p>The Agency will provide teleconference access for participants on an as needed basis.</p>	BerryDunn



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20	Section 1.8.1, page 9	For Key Activity #6, does the State expect that the MMIS/POS vendor will have a risk management tool that they will utilize throughout the project, and if so, does the IV&V solution for this activity need to interface with another tool? That is, does the IV&V vendor need to tie the IV&V risk assessments to other risk management tools?	The POMI contractor will be responsible for providing risk management tools. Please refer to the POMI RFP, MED-12-029 at the following link: http://www.ime.state.ia.us/Reports_Publications/index.html	BerryDunn
21	Section 3.1, Page 17	Is PDF an acceptable format for submitting the electronic version of our proposal? The RFP requires several forms, as well as financial statements that are in PDF format and may be many pages long: incorporating these into a Word document presents many challenges in trying to make the electronic version identical to the printed version.	Yes.	BerryDunn



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22	Section 3.1, Page 17	As a standard practice, we do not provide electronic versions of documents containing our signatures without password protecting the document. The rationale for this is that if the document is made public, the electronic signature is able to be copied/pasted by anyone with access to the document. Will the State either a) allow for our document to be password protected to limit copying or, b) allow us to provide unsigned versions of letters/forms on the CD?	The Agency will allow Bidders to provide unsigned versions of the letters/forms on the CD-ROM.	BerryDunn
23	Section 3.2.1 and 3.3.2, Page 18 and 21	Please clarify: should the bid proposal security be provided in the Technical Proposal, Cost Proposal, or both locations?	The bid bond, certified check, cashier's check or irrevocable letter of credit should be provided behind Tab 1 of the Technical Proposal. Amendment: The RFP will be amended to incorporate this change.	BerryDunn



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24	General	Would the State please provide a MS Word version of the RFP, or at a minimum, provide Word versions of the required forms?	The Agency will provide the Bidders with the required forms in WORD format (see attached Attachment A, B, C, and F).	BerryDunn
25	Section 3.1	If we need to, may we submit a figure on an 11X17" sheet with a z-fold?	Yes. Amendment: The RFP will be amended to incorporate this change.	RKV Technologies
26	Section 3.1	Will a plastic comb binding satisfy the requirement for spiral binding?	Yes.	RKV Technologies
27	Section 3.1	May we submit the electronic copies of the technical and cost volumes on a flashdrive?	Yes. Amendment: The RFP will be amended to incorporate this change.	RKV Technologies
28	Section 3.1	Please clarify the maximum number of files into which the Technical Volume may be organized?	As stated in Section 3.1, the Technical Proposal must be saved in less than 5 files.	RKV Technologies
29	Section 3.1; 3.2.5.2.2, and 3.2.5.2.3	May we protect the identity of our proposed project manager by submitting his or her resume using an identifying number rather than his or her full name?	The Agency requires identification of all key personnel. However, Bidders may redact information as stated in Section 3.1, Request for Confidential Treatment.	RKV Technologies



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30	Section 3.2.1 and 3.3	Should the original bid bond document be inserted behind Tab 1 in the Technical Volume or Tab 2 in the Cost Volume?	Please refer to the answer to Question 23.	RKV Technologies
31	General	What is the anticipated funding for this contract?	This contract is funded with 90/10 enhanced federal match.	Qualis Health
32	General	Who were the participants on the bidders' conference call?	Please see http://www.ime.state.ia.us/Reports_Publications/RFP/RFP12017.html	Qualis Health
33	General	What are the names of the bidders who submitted questions?	Please see http://www.ime.state.ia.us/Reports_Publications/RFP/RFP12017.html	Qualis Health
34	General	What are the names of the bidders who submitted letters of intent?	Please see http://www.ime.state.ia.us/Reports_Publications/RFP/RFP12017.html	Qualis Health
35	General	What are the applicable conflict of interest regulations, including organizational and individual conflict of interest regulations, for this contract?	Section 1902(a)(4) of the Social Security Act forms the basis of the conflict of interest obligations imposed on the Department. Also, the Iowa Supreme Court ruling in <i>Medco Behavioral Care Corp. of Iowa v. Department of Human Services</i> , 553 N.W.2d 556 (Iowa 1996) is informative regarding the applicability of the Federal Acquisition Regulations and conflicts of interest. Such obligations form the basis of the "No Conflict of Interest" certification requirement set forth in Attachment D. Beyond this, the Department has expressed its concern with bidders holding multiple oversight roles during installation of the MMIS and POS contracts and has set forth its determination of how to avoid such issues through the Bidder Eligibility Requirements set forth on page 2 of the RFP.	Qualis Health



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36	General	Is the intent of the State to award one contract or multiple contracts from this RFP?	It is the intent to award one contract as a result of this RFP.	Qualis Health
37	Section 1.8, Page 5 – 7	Please elaborate on the roles and functions of the IVV contractor in comparison with those of the Quality Assurance and Quality Control Services contractor.	<p>The integration of these sets of services is designed to increase the success of the MMIS implementation. The POMI is responsible for the oversight and timeline of all contractors involved in the DDI. The QA/QC is responsible for quality review of all deliverables and testing and validation of test results. The IV&V is continually assessing the health of the project through assessments of different areas of the DDI.</p> <p>Please refer to RFP, MED-12-014, Quality Assurance and Quality, Section 1.8, Scope of Work for a description of these services.</p>	Qualis Health
38	Section 1.8, Page 5 – 7	Please elaborate on the roles and functions of the IVV contractor in comparison with those of the Project Oversight, Management, and Integration Services contractor.	<p>The integration of these sets of services is designed to increase the success of the MMIS implementation. The POMI is responsible for the oversight and timeline of all contractors involved in the DDI. The QA/QC is responsible for quality review of all deliverables and testing and validation of test results. The IV&V is continually assessing the health of the project through assessments of different areas of the DDI.</p> <p>Please refer to RFP, MED-12-029, Project Oversight, Management and Integration Services, Section 1.8, Scope of Work for a description of these services.</p>	Qualis Health



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39	Section 1.8, Page 6 as Revised by Amendment 2, Page 3	This Section now indicates the IVV approach requires a “snapshot” of a project’s management and technical processes so that a proactive strategy may be maintained. If further says, “Assessments must be performed at regular intervals to assess the ongoing health of the project. ” What is the State’s expectation on what is meant by regular intervals?	The Agency expects Bidders to be able to prepare a successful schedule of assessments based on their experience with this type of project. It is the expectation that the Bidder has the capability to leverage previous projects of similar size and scope.	Qualis Health
40	Section 1.8, Page 6 as Revised by Amendment 2, Page 3	This Section now says, “ The IVV contractor will have an onsite presence and rotate the focus of their assessment to include coverage of all aspects that could present serious risk to the success of the project. ” Please describe what the State’s expectation is for having an “onsite presence.”	Please refer to the answer to Question 19.	Qualis Health



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41	Section 1.8, Page 7 – 8	Performance Measures in Key Activity #1 require delivery of the initial IVV plan within 10 business days of the start of the Contract, however, Key Activity #2 requires a “schedule of assessments” to be delivered within 15 business days of the execution of Contract. We would expect that an “initial” schedule of assessments should be reflected in the initial IVV plan, and/or that the “final” schedule of assessments should be concluded upon delivery of the IVV tool/criteria and strategies. Please confirm that these dates are required as stated in the RFP.	<p>The Agency will amend the contract to reflect that the Assessment Schedule is to be delivered within in 10 business days of the start of the Contract.</p> <p>Amendment: The RFP will be amended to incorporate this change.</p>	Qualis Health



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42	Section 1.8, Page 8 as Revised by Amendment 2, Page 4	Key Activity #4 Performance Measures has been revised to say, “Assessments are to be conducted according to the Agency approved assessment schedule.” Please describe what the State’s expectations are regarding the expected frequency of assessments.	Please refer to the answer to Question 39.	Qualis Health
43	Section 1.8, Page 9	In Key Activity #5 it says a formal presentation to the Executive Committees and Agency stakeholders will be delivered after each IVV assessment or as directed by the Agency. Please confirm that the expectation is that there is a formal presentation after each assessment is conducted and clarify if the formal presentations in Key Activity # 5 must be done in-person or can be done, at least periodically, telephonically.	Please refer to the answer to Question 19.	Qualis Health



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44	Section 1.9, Page 10	This Section says 20% of all invoice amounts will be withheld until the Contract is concluded. In the event that the Contract is extended to for the option years or for other reasons, such as vendor project delays, will the state consider allowing the Contractor to invoice for the outstanding 20% at the time of the extension?	The Agency will allow the Contractor to invoice for the outstanding 20% at the conclusion of the base years pending the successful completion of all work. The 20% will be withheld from the extension year(s) until the conclusion of each extension year(s) pending the successful completion of all work.	Qualis Health



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45	Section 2.22, Page 14	Please describe any deliverables, roles, and/or functions that the State expects from this Contractor that are in addition to what is stated in this RFP?	<p>Section 2.22 of the RFP states as follows:</p> <p style="padding-left: 40px;">2.22 Release of Claims. By submitting a Bid Proposal, the bidder agrees that it shall not bring any claim or cause of action against the Agency based on any misunderstanding concerning the information provided herein or concerning the Agency's failure, negligent or otherwise, to provide the bidder with pertinent information as intended by this RFP.</p> <p>It is unclear how the bidders question relates to the above clause. The Scope of Work provided in Section 1.8 of the RFP provides a broad and comprehensive statement of what will be required of the successful bidder. As noted in Section 1.8.1, the successful contract is to provide "comprehensive IVV services consistent with the structural framework described in this RFP. Contractor duties shall include but shall not necessarily be limited to" the specific deliverables subsequently identified in the RFP. Because these services are being procured even before the Department has selected the successful MMIS and POS contractors, the Department cannot be more specific at this time.</p>	Qualis Health



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46	Section 3.1, Page 17 (Pagination)	The RFP says all pages are to be sequentially numbered from beginning to end. Some materials that bidders will be submitting (e.g., financial statements) may be existing PDF files with their own page numbering sequence. Please advise if the State expects these types of materials to have a sequential RFP page number as well.	Yes. The only documents not considered in the page count are financial statements and resumes.	Qualis Health
47	Section 3.1, Page 17 (Bid Proposal General Composition)	The RFP says "Bid proposals must be spiral bound (no 3-ring binders)..." Please advise if comb-binding is an acceptable method of spiral binding.	Yes.	Qualis Health



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48	Section 3.1, Page 17 (CD-ROM)	The RFP says that proposal must be provided on CDs and that CDs must be compatible with Microsoft Office 2007 software. Please advise if it is permissible to include Appendix materials in proposals that are PDF files.	Yes.	Qualis Health
49	Section 3.1, Page 17 (Request for Confidential Treatment)	Should the bidder wish to request confidential treatment of any information should the redacted "public copy" of the proposal also be spiral bound?	Yes.	Qualis Health



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50	Section 3.2.5.1, Page 19	<p>Bullet 2 asks for descriptions of all services similar to those sought by the RFP within the last 24 months and Bullet 3 asks for description of all current contracts and projects (not to repeat those described for Bullet 2). We have the following questions:</p> <ul style="list-style-type: none">• If the bidder provides other types of core services (e.g., care management) that are completely unrelated to this RFP, is it necessary to describe each of these contracts in response to Bullet 3? If "Yes," what level of detail is required?	Please refer to the answer to Question 8.	Qualis Health



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51	Attachment F, Page 34	This Section requests pricing for Optional Years 5 – 7 and for July 2014 – June 2015, July 2015 – June 2016, July 2016 – June 2017 and July 2017 – December 2017; however, the IME System Services project's DDI is scheduled to become operational October 2014 (per Page 6 of 67 of the RFP). Should we assume that pricing will be based on the same scope of services requested in this RFP after October 2014? If not, please describe the anticipated scope of services.	Yes.	Qualis Health



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52	Section 2.5.3.5, Page 51	Would the State please add the underlined (or similar) language in order for the contractor to be able to plan for termination due to lack of funds? "The Agency shall provide the Contractor with written notice, <u>as soon as possible</u> , of termination pursuant to this section."	Yes. Amendment: The RFP will be amended to incorporate this change.	Qualis Health
53	Section 2.5.5, Page 52	Please describe the State's payment obligations in the event of a contract termination pursuant to section 2.5.1.	The payment obligations would vary depending on the circumstances. It is anticipated that the Department would pay for completed work, absent unique circumstances.	Qualis Health



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54	Section 2.7, Page 52	Would the state please consider adding a subsection to this indemnification clause similar to the following: “This provision shall not apply to liability of any nature arising solely from the State’s failure to meet its duties under this Contract or solely from any actions or omissions undertaken in compliance with the State’s directions or requests.”	The bidder is free to make this suggestion as part of its proposal (See RFP Attachment B: Exceptions to RFP/Contract Language).	Qualis Health



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55	Section 2.10.1, Page 53	<p>In order to clarify rights to intellectual property, we would like the state to consider making the underlined language changes to this section:</p> <p>“The Contractor agrees that the State and Agency shall become the sole and exclusive owners of all Deliverables. The Contractor hereby irrevocably assigns, transfers and conveys to the State and the Agency all right, title and interest in and to all Deliverables and <u>a non-exclusive right, title and interest in intellectual property rights and proprietary rights arising out of, embodied in, or related to such Deliverables specifically developed under the terms of this contract</u>, including copyrights, patents, trademarks, trade secrets, trade dress, mask work, utility design, derivative works, and all other rights and interests therein or related thereto.”</p>	<p>No. The successful bidder will be providing services to the Department. Deliverables focus on written reports and development of assessment criteria and assessment “tools.” All such deliverables will be paid for with 90% federal funding, and the Department must retain the right to provide any such deliverables to the federal government, other states, other state agencies, and the public. All Deliverables must be free from any form of proprietary interest of the successful bidder. Please note that the Department has not expressed any intent to purchase software through this procurement, and no Deliverable would require the successful bidder to provide the Department with software.</p>	Qualis Health



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56	Business Associate Agreement (BAA)	<p>So that the responsibilities of both parties in regard to Protected Health Information (PHI) are clearly set forth in the Agreement, the business associate (BA) can comply with any restrictions on the use/disclosure of PHI requested by an individual and to ensure that the Covered Entity (CE) is taking the required steps that would reduce the chances of the BAA inadvertently mishandling PHI, we would like the state to consider adding the following or similar language to this BAA under the Obligations of Covered Entity Section:</p> <p>(a) Minimum Necessary. Covered Entity shall provide to Business Associate only the minimum PHI necessary to accomplish the Services.</p>	No. The requested language is already an obligation imposed on the Department pursuant to 45 C.F.R. § 164.502(b).	Qualis Health



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56 cont .	Business Associate Agreement (BAA) cont.	(b) <u>Notice of Changes Related to Use or Disclosure of Protected Health Information.</u> Covered Entity shall provide Business Associate with any changes in, or revocation of, permission by Individual to use or disclose Protected Health Information, if such changes affect Business Associate's permitted or required uses and disclosures.	No. The Department will comply any agreement to restrict access to patient information pursuant to 45 C.F.R. § 164.522. If any patient ever requests such a restriction and the Department grants that request, the Department would be obligated to notify impacted business associates. No contract clause is required.	Qualis Health



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56 cont .	Business Associate Agreement (BAA) cont.	(c) <u>Notice of Restrictions on Use or Disclosure of Protected Health Information.</u> In the event that Covered Entity honors a request to restrict the use or disclosure of PHI pursuant to 45 C.F.R. § 164.522(a) or makes revisions to its notice of privacy practices of Covered Entity in accordance with 45 C.F.R. § 164.520 that increase the limitations on uses or disclosures of PHI or agrees to a request by an Individual for confidential communications under 45 C.F.R. § 164.522(b), Covered Entity agrees not to provide Business Associate any PHI that is subject to any of those restrictions or limitations to the extent any may limit Business Associate's ability to use and/or disclose PHI as permitted or required under this Addendum unless Covered Entity notifies Business Associate of the restriction or limitation and Business Associate agrees to honor the restriction or limitation. In addition, should such limitations or revisions materially increase Business Associate's cost of providing services under the Agreement, including this Addendum, Covered Entity shall reimburse Business Associate for such increase in cost.	Please refer to the answer to the first part of Question 56.	Qualis Health



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56 cont	Business Associate Agreement (BAA) cont.	(d) <u>Consent or Authorization</u> . Covered Entity shall obtain any consent or authorization that may be required by applicable federal or state laws and regulations prior to furnishing Business Associate the PHI.	The Department has no immediate plans of changing its Business Associate Agreement. Such changes often require extensive discussions with interested parties that take many months and notice to every contractor that holds a contract that includes the standardized BAA language. All Iowa Medicaid contractors operate under the current BAA language as presented in this RFP, and the Department has no desire to create customized iterations of the standardized language.	Qualis Health



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Attachment A: Release of Information

(Return this completed form behind Tab 3 of the Bid Proposal.)

_____ (name of bidder) hereby authorizes any person or entity, public or private, having any information concerning the bidder's background, including but not limited to its performance history regarding its prior rendering of services similar to those detailed in this RFP, to release such information to the Agency.

The bidder acknowledges that it may not agree with the information and opinions given by such person or entity in response to a reference request. The bidder acknowledges that the information and opinions given by such person or entity may hurt its chances to receive contract awards from the Agency or may otherwise hurt its reputation or operations. The bidder is willing to take that risk. The bidder agrees to release all persons, entities, the Agency, and the State of Iowa from any liability whatsoever that may be incurred in releasing this information or using this information.

Printed Name of Bidder Organization

Signature of Authorized Representative

Date

Printed Name



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Attachment B: Primary Bidder Detail Form & Certification

(Return this completed form behind Tab 3 of the Proposal. If a section does not apply, label it "not applicable".)

Primary Contact Information (individual who can address issues re: this Bid Proposal)	
Name:	
Address:	
Tel:	
Fax:	
E-mail:	

Primary Bidder Detail	
Business Legal Name ("Bidder"):	
"Doing Business As" names, assumed names, or other operating names:	
Parent Corporation, if any:	
Form of Business Entity (i.e., corp., partnership, LLC, etc.):	
State of Incorporation/organization:	
Primary Address:	
Tel:	
Fax:	
Local Address (if any):	
Addresses of Major Offices and other facilities that may contribute to performance under this RFP/Contract:	
Number of Employees:	
Number of Years in Business:	
Primary Focus of Business:	
Federal Tax ID:	
Bidder's Accounting Firm:	
If Bidder is currently registered to do business in Iowa, provide the Date of Registration:	
Do you plan on using subcontractors if awarded this Contract? {If "YES," submit a Subcontractor Disclosure Form for each proposed subcontractor.}	(YES/NO)

Request for Confidential Treatment (See Section 3.1)		
Location in Bid (Tab/Page)	Statutory Basis for Confidentiality	Description/Explanation



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Exceptions to RFP/Contract Language (See Section 3.1)			
RFP Section and Page	Language to Which Bidder Takes Exception	Explanation and Proposed Replacement Language:	Cost Savings to the Agency if the Proposed Replacement Language is Accepted

BID PROPOSAL CERTIFICATION

By signing below, Bidder certifies that:

Bidder accepts and will comply with all Contract Terms and Conditions contained in the Sample Contract without change except as otherwise expressly stated in the Primary Bidder Detail Form & Certification.

Bidder has reviewed the Additional Certifications, which are incorporated herein by reference, and by signing below represents that Bidder agrees to be bound by the obligations included therein.

Bidder does not discriminate in its employment practices with regard to race, color, religion, age (except as provided by law), sex, marital status, political affiliation, national origin, or handicap;

No cost or pricing information has been included in the Bidder’s Technical Proposal;

Bidder has received any amendments to this RFP issued by the Agency;

Bidder either is currently registered to do business in Iowa or agrees to register if Bidder is awarded a Contract pursuant to this RFP;

The person signing this Bid Proposal certifies that he/she is the person in the Bidder’s organization responsible for, or authorized to make decisions regarding the prices quoted and he/she has not participated, and will not participate, in any action contrary to the anti-competitive agreements outlined above;

Bidder specifically stipulates that the Bid Proposal is predicated upon the acceptance of all terms and conditions stated in the RFP and the Sample Contract without change except as otherwise expressly stated in the Primary Bidder Detail Form & Certification. Objections or responses shall not materially alter the RFP. All changes to proposed contract language, including deletions, additions, and substitutions of language, must be addressed in the Bid Proposal;

Bidder certifies that the Bidder organization has sufficient personnel resources available to provide all services proposed by the Bid Proposal, and such resources will be available on the date the RFP states services are to begin. Bidder guarantees personnel proposed to provide services will be the personnel providing the services unless prior approval is received from the Agency to substitute staff;

Bidder certifies that if the Bidder is awarded the contract and plans to utilize subcontractors at any point to perform any obligations under the contract, the Bidder will (1) notify the Agency in writing prior to use of the subcontractor, and (2) apply all restrictions, obligations, and responsibilities of the resulting contract between the Agency and Contractor to the subcontractors through a subcontract. The Contractor will remain responsible for all Deliverables provided under this contract.

Bidder guarantees the availability of the services offered and that all Bid Proposal terms, including price, will remain firm until a contract has been executed for the services contemplated by this RFP or one year from the issuance of this RFP, whichever is earlier; and,

Bidder certifies it is either a) registered or will become registered with the Iowa Department of Revenue to collect and remit Iowa sales and use taxes as required by Iowa Code chapter 423; or b) not a “retailer” of a “retailer maintaining a place of business in this state” as those terms are defined in Iowa Code subsections 423.1(42) & (43). The Bidder also acknowledges that the Agency may declare the bid void



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if the above certification is false. Bidders may register with the Department of Revenue online at:
<http://www.state.ia.us/tax/business/business.html>.

By signing below, I certify that I have the authority to bind the Bidder to the specific terms, conditions and technical specifications required in the Agency's Request for Proposals (RFP) and offered in the Bidder's Proposal. I understand that by submitting this Bid Proposal, the Bidder agrees to provide services described herein which meet or exceed the requirements of the Agency's RFP unless noted in the Bid Proposal and at the prices quoted by the Bidder. I certify that the contents of the Bid Proposal are true and accurate and that the Bidder has not made any knowingly false statements in the Bid Proposal.

Signature:	
Printed Name/Title:	
Date:	



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Attachment C: Subcontractor Disclosure Form

(Return this completed form behind Tab 3 of the Bid Proposal. Fully complete a form for each proposed subcontractor. If a section does not apply, label it “not applicable.” If the bidder does not intend to use subcontractor(s), this form does not need to be returned.)

Primary Bidder (“Primary Bidder”):	
Subcontractor Contact Information (individual who can address issues re: this RFP)	
Name:	
Address:	
Tel:	
Fax:	
E-mail:	

Subcontractor Detail	
Subcontractor Legal Name (“Subcontractor”):	
“Doing Business As” names, assumed names, or other operating names:	
Form of Business Entity (i.e., corp., partnership, LLC, etc.)	
State of Incorporation/organization:	
Primary Address:	
Tel:	
Fax:	
Local Address (if any):	
Addresses of Major Offices and other facilities that may contribute to performance under this RFP/Contract:	
Number of Employees:	
Number of Years in Business:	
Primary Focus of Business:	
Federal Tax ID:	
Subcontractor’s Accounting Firm:	
If Subcontractor is currently registered to do business in Iowa, provide the Date of Registration:	
Percentage of Total Work to be performed by this Subcontractor pursuant to this RFP/Contract.	
General Scope of Work to be performed by this Subcontractor	



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Detail the Subcontractor's qualifications for performing this scope of work
--

By signing below, Subcontractor agrees to the following:

Subcontractor has reviewed the RFP, and Subcontractor agrees to perform the work indicated in this Bid Proposal if the Primary Bidder is selected as the winning bidder in this procurement.

Subcontractor has reviewed the Additional Certifications and by signing below confirms that the Certifications are true and accurate and Subcontractor will comply with all such Certifications.

Subcontractor agrees that it will register to do business in Iowa before performing any services pursuant to this contract, if required to do so by Iowa law.

Subcontractor does not discriminate in its employment practices with regard to race, color, religion, age (except as provided by law), sex, marital status, political affiliation, national origin, or handicap;

The person signing this Subcontractor Disclosure Form certifies that he/she is the person in the Subcontractor's organization responsible for or authorized to make decisions regarding the prices quoted and he/she has not participated, and will not participate, in any action contrary to the anti-competitive obligations agreements outlined above.

I hereby certify that the contents of the Subcontractor Disclosure Form are true and accurate and that the Subcontractor has not made any knowingly false statements in the Form.

Signature for Subcontractor:	
Printed Name/Title:	
Date:	



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**ATTACHMENT F
Iowa Medicaid Enterprise
Summary Pricing Schedule
Independent Verification and Validation Services**

		Year 1 Jan 2012 Dec 2012	Year 2 Jan 2012 Dec 2013	Year 3 Jan 2013 Dec 2014	Year 4 Optional Jan 2014 Dec 2015	Year 5 Optional Jan 2015 Dec 2016	Year 6 Optional Jan 2016 Dec 2017	TOTAL
1	Independent Verification and Validation Price Per Calendar Year	\$	\$	\$	\$	\$	\$	\$

		Jan 2012 Jun 2012	Jul 2012 Jun 2013	Jul 2013 Jun 2014	Jul 2014 Jun 2015	Jul 2015 Jun 2016	Jul 2016 Jun 2017	Jul 2017 Dec 2017	TOTAL
2	Independent Verification and Validation Price Per Fiscal Year	\$	\$	\$	\$	\$	\$	\$	\$

So that the State may better plan by fiscal year, please complete both charts. The total value of the contract will be the same.

NOTE: Bidders may not declare this cost proposal form confidential in any way.