MED-12-018
Project Director Services for the MMIS Implementation Project

WLC #1

Evaluator # 1

Bidder Larkin #1

Scoring Sheet

Technical Proposal Components	Weight	Score (1-5)	Maximum Points
Written Materials	50	4	200
Key Personnel Qualifications	250	5	1250
Oral Presentations	500	X	X
			1450

5	Bidder's Proposal or capability is exceptional and exceeds expectations for this criterion.
4	Bidder's Proposal or capability is superior and slightly exceeds expectations for this criterion.
3	Bidder's Proposal or capability is satisfactory and marginally meets expectations for this criterion.
2	Bidder's Proposal or capability is fair and questionably meets expectations for this criterion.
1	Bidder's Proposal or capability is either not acceptable or not applicable for this criterion.

8.25.11

MED-12-018
Project Director Services for the MMIS Implementation Project

Evaluator # 1

Bidder WLC #3 Lockheed #3

Scoring Sheet

Technical Proposal Components	Weight	Score (1-5)	Maximum Points
Written Materials	50	3	150
Key Personnel Qualifications	250	4	1000
Oral Presentations	500	X	X
			1150

5	Bidder's Proposal or capability is exceptional and exceeds expectations for this criterion.
4	Bidder's Proposal or capability is superior and slightly exceeds expectations for this criterion.
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MED-12-018
Project Director Services for the MMIS Implementation Project

Evaluator # 1

Bidder ACS

Scoring Sheet

Technical Proposal Components	Weight	Score (1-5)	Maximum Points
Written Materials	50	3	150
Key Personnel Qualifications	250	3	750
Oral Presentations	500		

900

5	Bidder's Proposal or capability is exceptional and exceeds expectations for this criterion.
4	Bidder's Proposal or capability is superior and slightly exceeds expectations for this criterion.
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8.25.11

MED-12-018
Project Director Services for the MMIS Implementation Project

Evaluator # 1

Bidder GES

Scoring Sheet

Technical Proposal Components	Weight	Score (1-5)	Maximum Points
Written Materials	50	4	200
Key Personnel Qualifications	250	5	1250
Oral Presentations	500	X	X
			1450

5	Bidder's Proposal or capability is exceptional and exceeds expectations for this criterion.
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8.25.11

MED-12-018
Project Director Services for the MMIS Implementation Project

Evaluator # 2

Bidder WLC #1

Scoring Sheet

Technical Proposal Components	Weight	Score (1-5)	Maximum Points
Written Materials	50	4	200
Key Personnel Qualifications	250	4.4	1094
Oral Presentations	500	X	X
			1294

5	Bidder's Proposal or capability is exceptional and exceeds expectations for this criterion.
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8.25.11

MED-12-018
Project Director Services for the MMIS Implementation Project

Evaluator # 2

Bidder WLC #3

Scoring Sheet

Technical Proposal Components	**Weight**	**Score (1-5)**	**Maximum Points**
Written Materials	50	4	200
Key Personnel Qualifications	250	2.9	719
Oral Presentations	500	X	X
			919

5	Bidder's Proposal or capability is exceptional and exceeds expectations for this criterion.
4	Bidder's Proposal or capability is superior and slightly exceeds expectations for this criterion.
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8.25.11

MED-12-018
Project Director Services for the MMIS Implementation Project

Evaluator # 2

Bidder GES

Scoring Sheet

Technical Proposal Components	Weight	Score (1-5)	Maximum Points
Written Materials	50	4	200
Key Personnel Qualifications	250	4.25	1063
Oral Presentations	500	X	X
			1263

5	Bidder's Proposal or capability is exceptional and exceeds expectations for this criterion.
4	Bidder's Proposal or capability is superior and slightly exceeds expectations for this criterion.
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8.25.11

MED-12-018
Project Director Services for the MMIS Implementation Project

Evaluator # 2

ACS

Scoring Sheet

4.5-.5 errors etc

Technical Proposal Components	Weight	Score (1-5)	Maximum Points
Written Materials	50	4 200	~~250~~
Key Personnel Qualifications	250	2 500	~~1,250~~
Oral Presentations	500		

700

432 (1k)
1 1
1 3

5	Bidder's Proposal or capability is exceptional and exceeds expectations for this criterion.
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8.25.11

MED-12-018
Project Director Services for the MMIS Implementation Project

Evaluator # 3

Bidder WLC #1

Scoring Sheet

Technical Proposal Components	Weight	Score (1-5)	Maximum Points
Written Materials	50	3	150
Key Personnel Qualifications	250	5	1250
Oral Presentations	500	X	X
			1400

5	Bidder's Proposal or capability is exceptional and exceeds expectations for this criterion.
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MED-12-018
Project Director Services for the MMIS Implementation Project

Evaluator # 3

Bidder WLC #3

Scoring Sheet

Technical Proposal Components	Weight	Score (1-5)	Maximum Points
Written Materials	50	3	150
Key Personnel Qualifications	250	4	1000
Oral Presentations	500	X	X
			1150

5	Bidder's Proposal or capability is exceptional and exceeds expectations for this criterion.
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MED-12-018
Project Director Services for the MMIS Implementation Project

Evaluator # 3

Bidder GES

Scoring Sheet

Technical Proposal Components	**Weight**	**Score (1-5)**	**Maximum Points**
Written Materials	50	5	250
Key Personnel Qualifications	250	5	1250
Oral Presentations	500	X	X
			1500

5	Bidder's Proposal or capability is exceptional and exceeds expectations for this criterion.
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MED-12-018
Project Director Services for the MMIS Implementation Project

Evaluator # 3

Scoring Sheet

Technical Proposal Components	**Weight**	**Score (1-5)**	**Maximum Points**
Written Materials	50	150 3	150
Key Personnel Qualifications	250	500 2 650	500
Oral Presentations	500	~~X~~	~~0~~
			650

5	Bidder's Proposal or capability is exceptional and exceeds expectations for this criterion.
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ACS 8.25.11 A

MED-12-018
Project Director Services for the MMIS Implementation Project
Minimum Qualifications

Project management – knowledge of the principles and tools needed for the successful implementation of a large, complex project with a minimum of ***5 years experience as a project manager*** in a large system or business implementation.

Medicaid experience – must have worked in a Medicaid environment for a minimum of ***8 years with knowledge of how a Medicaid Management Information System (MMIS) works, how policy is developed, and how a Medicaid enterprise operates on a daily basis***.

Must be familiar with ***all concepts of the Medicaid Information Technology Architecture (MITA)*** and how it is applied to a Medicaid enterprise.

Must have ***managed the resources for a large project*** including personnel and funds ***within the last 5 years***.

Must be familiar with ***Iowa's procurement and contract management policies and procedures.***

Must have a minimum of ***5 years of quality management*** in a large, complex environment.

Ability to ***identify and differentiate the importance of issues and risks and escalate or resolve*** those of a critical nature in a timely manner.

Must have a minimum of ***4 years experience in contract or vendor management.***

Ability to ***develop strong collaborative relationships*** across a multi-layered organization.

Ability to ***facilitate a positive culture*** that supports Agency goals, promote individual and team initiative, and ***foster open communication*** through all levels of the organization.

Must ***possess outstanding interpersonal and conflict resolution skills.***

Ability to ***prioritize, meet deadlines, and excel*** in a fast paced work environment.

MED-12-018
Project Director Services for the MMIS Implementation Project

Scope of Work

Leadership

a. Serve in a leadership capacity throughout the lifecycle of the MMIS implementation project working on behalf of the Agency serving the Agency's interests.
b. Establish and facilitate a change control board to ensure a successful implementation of the MMIS implementation project. The control board will be a committee that consists of state staff who will monitor and authorize changes within the MMIS. The contractor will work collaboratively with the contractor tasked with the Quality Assurance contractor who staffs this change control board to coordinate activities of the board.
c. Upon successful MMIS implementation and transition to operations, take the leadership role for the Agency in overseeing and working collaboratively with the Certification Manager to prepare for and orchestrating the requirements for a successful CMS certification of the MMIS system.
d. Provide leadership and facilitate cooperation with all other implementation teams, such as the quality assurance team, the independent verification and validation team, and the integrated eligibility project team so barriers from or to these various teams are removed.

Planning

e. Assist the Agency in all planning activities around the MMIS implementation project.
f. Collaborate with colleagues and the Executive Sponsors to orchestrate a smooth multi-faceted implementation of the major healthcare initiatives in the Agency including the Integrated Eligibility Project, the ICD-10 project, the HITECH project, and the implementation of the Affordable Care Act.
g. Provide staffing that will participate as an evaluation team member on related procurement activities as requested by the Agency.

Oversight and Management

h. Categorize and resolve all operational problems through direct interaction with the IME contractors' implementation teams or through escalation of critical issues to the Executive Sponsors team.
i. Manage the contract that results from an award of RFP MED-12-013, Project Oversight, Management and Integration Services in all areas except the authorization of state funds.
j. Analyze the status of the MMIS implementation project on a daily basis, approving deliverables and removing barriers to its success and recommending resolutions to reduce risk.
k. Prioritize MMIS implementation activities and issues along the critical path as necessary to advance the project toward a successful implementation.
l. Direct the implementation of the MMIS project within the authority granted and escalate Agency decisions to the State Medicaid Director or the Executive Steering Committee as appropriate.

m. Provide input about all recommendations of risk mitigation from all implementation teams to internal and/or external stakeholders.

Communication

n. Communicate with stakeholders, project teams, other project directors, the executive steering committees and executive sponsors as needed to promote teamwork and a positive flow of information so lack of communication does not become a risk to the project.
o. Meet with the executive sponsors and the executive steering committee on a regular basis to advise these stakeholders of the progress and timeliness of the MMIS implementation project. Provide written reports to these entities monthly.
p. Meet with assigned state staff about any requests for expenditure of funds related to the MMIS implementation project and make recommendations as to the appropriate authorization of these requests.
q. Develop and present, as requested by the Agency, presentations to stakeholders and outside entities about the MMIS implementation.
r. Prepare and provide to the Agency, written status reports at intervals to be determined by the Agency.

Reporting

s. The Contractor must submit weekly status reports to the State Medicaid Director or designee. These reports will detail at the minimum the activity of the week, the planned activity for the next reporting period and any issues that need to be resolved.