



## MED-12-029 Project Oversight, Management and Integration Services

### AMENDMENT 3

WHEREAS the Agency has determined it is necessary to amend RFP MED-12-029,  
THEREFORE RFP MED-12-029 is amended as follows:

New text (if any) is in boldface font. Deleted text (if any) has a strike-through line in it.

<b>Amendment 3</b>	
<b>Section</b>	<b>Revision Description</b>
Section 1.8 Key Activity 3	<p><b>Deliverables:</b></p> <ul style="list-style-type: none"> <li>• All <b>POMI</b> project organizational plans</li> <li>• All project tools</li> <li>• A reporting structure that identifies risk that affect time, cost, or performance constraints on the project.</li> <li>• A listing of all <b>POMI</b> key management positions, job descriptions, and percent of time dedicated to that job.</li> <li>• Written meeting agendas, notes and decisions.</li> <li>• Walkthroughs of deliverables as needed.</li> </ul>
Section 1.8 Key Activity 11	<p>Coordinate activities and identify impacts to any other healthcare initiatives (i.e. ICD-10, HIT/HIE, HBE, PPACA, IIEP) so no negative impacts occur. It is especially important to regularly coordinate activities and engage with the IIEP project as there are many commonalities and dependencies in the System Services and IIEP projects. Identify recommended solutions to known issues. Bring and configure dashboard software to assist in tracking these initiatives <b>allowing input and view access to the dashboard.</b></p>
Section 2.13.1 Mandatory Requirements	<p>The Bid Proposal contains a bid proposal security <b>behind Tab 1 of the Technical Proposal.</b> Prior to disqualifying a Bid Proposal for not containing a bid proposal security, the Agency would provide notice to the bidder's email address allowing the bidder forty-eight (48) hours to submit the security to the Issuing Officer (See Section 3.2.1).</p>
Section 3.1 Paper Size	<p>8.5" x 11" paper (<del>one side only</del> <b>double-sided</b>). Charts or graphs may be provided on legal-sized paper <b>or 11x17 paper with a z-fold.</b></p>
Section 3.1 CD-ROM or <b>Flash drives</b>	<ul style="list-style-type: none"> <li>• The Technical Proposal and Cost Proposal must be provided on separate CD(s) <b>or flash drives.</b> The CD-ROM <b>or flash drive</b> must be placed in the envelope with the original Bid Proposal.</li> <li>• The Technical Proposal must be saved in less than five files. The CD(s) <b>or flash drives</b> must be compatible with Microsoft Office 2007 software. Files shall not be password protected or saved with restrictions that prevent copying, saving, highlighting, or reprinting of the contents.</li> </ul>
3.2.3 Information to be Included Behind Tab 3:	<ul style="list-style-type: none"> <li>• <b>Bid Proposal Certification</b></li> </ul>



RFP Forms									
Section 3.2.5.1	<ul style="list-style-type: none"> <li>Description of all contracts and projects <b>of similar services</b> currently undertaken by the bidder. Descriptions provided for the immediately preceding requirement do not need to be repeated again.</li> </ul>								
3.2.5.2.3 Project Manager and Key Project Personnel	<ul style="list-style-type: none"> <li><del>Include the percentage of time the project manager/account manager and key project personnel will devote to this project on a monthly basis.</del></li> <li>Include names and credentials for the project/account manager, <b>cultural change manager, certification manager, communications/knowledge transfer manager and implementation/transition manager</b> and any additional key project personnel <b>as identified by the Bidder</b> who will be involved in providing services sought by this RFP. Include resumes for these personnel. The resumes shall include: name, education, and years of experience and employment history, particularly as it relates to the scope of services specified herein. Resumes should not include social security numbers. The Agency reserves the right to provide prior approval for any project manager/account manager and key personnel used to perform services under any contract that may result from this RFP.</li> </ul>								
Section 3.2.5.3	The bidder shall submit audited financial statements from independent auditors for the last three (3) years. Entities not required to have audited financial statements may submit CPA-prepared unaudited financial statements. <b>The financial statements can be submitted as part of the Cost Proposal on a CD-ROM or flash drive and identified as a separate file name.</b>								
Section 3.3 <b>Cost Proposal</b>	<p>The Cost Proposal will consist of the following sections in the order listed below and separated by tabs.</p> <table border="1"> <thead> <tr> <th>Section Title</th> <th>Tab Number</th> </tr> </thead> <tbody> <tr> <td>Table of Contents</td> <td>1</td> </tr> <tr> <td><del>Bid Proposal Security</del></td> <td><del>2</del></td> </tr> <tr> <td>Pricing Schedule</td> <td><b>32</b></td> </tr> </tbody> </table>	Section Title	Tab Number	Table of Contents	1	<del>Bid Proposal Security</del>	<del>2</del>	Pricing Schedule	<b>32</b>
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Table of Contents	1								
<del>Bid Proposal Security</del>	<del>2</del>								
Pricing Schedule	<b>32</b>								
3.3.2 Bid Proposal Security (Tab 2)	<del>Each bidder's original copy of the Cost Proposal shall be accompanied by the original proposal bid bond payable to the Agency or original letter of credit equal to \$5,000. Copies of the Cost Proposal can include copies of the bond or letter.</del>								



3.3.2 Bid Proposal Security Pricing Schedule (Tab 2)	<b>Bidders are to include the pricing schedule in RFP Attachment F.</b>
3.3.3 Bid Proposal Security (Tab 3)	<del>Bidders are to include the pricing schedule in RFP Attachment F.</del>
SECTION 2 GENERAL TERMS FOR SERVICES CONTRACTS	<b>2.5.3.5</b> If there is a decision of any court, administrative law judge or an arbitration panel or any law, rule, regulation, or order is enacted, promulgated, or issued that materially or adversely affects the Agency's ability to fulfill any of its obligations under this Contract. The Agency shall provide the Contractor with written notice of termination <b>as soon as possible</b> pursuant to this section.
Amendment 2 Bidder Eligibility Requirements	Likewise the bidder winning the contract resulting from this award may not be the same bidder that is awarded a contract for any of the following: <ul style="list-style-type: none"><li>• <del>RFP MED-12-029, Project Oversight, Management and Integration Services for the MMIS Implementation Project.</del></li><li>• <b>RFP MED-12-017, Independent Verification and Validation Services for the MMIS Implementation Project.</b></li></ul>