

NASSAU HEALTH CARE CORPORATION a/k/a the NuHealth System  
Request for Proposals for  
PATIENT CENTERED MEDICAL HOME (PCMH) CONSULTANT  
RFP 2016-017

Questions and Answers

1. Page 4 of the RFP indicates, "Provide direct "hands-on" consult support to NUMC, Hub partners and contracted providers to a specific provider base as indicated in Exhibit 1".

Answer: We have no exhibits to the RFP.

2. Would NHCC consider an extension to the due date of the proposal, considering that much of our proposal content will be predicated on the information in Exhibit 1 of the RFP and the responses to these questions, as well as the need to send the proposal in hard copy?

Answer: NHCC has extended the deadline for submission to 5:00 pm July 29, 2016. If you have already submitted a proposal you may choose to re-submit, revoke or keep your original proposal as submitted.

3. Page 15, VI. Selection Criteria – How will the proposals be evaluated against each other?

Answer: The NHCC/NUMC DSRIP Hub will use the following evaluation criteria as noted in the original RFP:

- Overall proposal suitability: proposed solution(s) must meet the scope and needs included herein and be presented in a clear and organized manner.
  - Organizational Experience: Bidders will be evaluated on their experience as it pertains to the scope of this project.
  - Previous work: Bidders will be evaluated on experience based on client testimonials and references.
  - Value and cost: Bidders will be evaluated on the cost of their solution(s) based on the work to be performed in accordance with the scope of this project.
  - Ability to begin the engagement once the winning bidder is announced.
4. Can NHCC provide any evaluation points or weights associated with the individual elements listed in RFP section "VI. Selection Criteria"?

Answer: Criteria will be weighted equally.

5. Page 12, II. Contents of Proposals, J. Information Required in Appendix I to this RFP – Can NHCC confirm that the forms referenced as "Appendix I" include and are limited to the following?
  - Statement of non-collusion (page 25)
  - Disclosure of Contacts Form (page 26)
  - Disclosure of Prior Non-Responsibility Determinations Form (page 27)
  - MWBE Utilization Plan (pages 28-29)

Answer: Please refer to RFP

6. Page 10, 6.a and 6.b - The RFP requires that bidders attach their most recent annual audited financial statement, as well as financial statements for the past two years, and quarterly statements since the most recent financial statement. As a publicly traded company, each of our annual reports is more than 100 pages. In an effort to keep our environmental footprint to a minimum, would NHCC accept a link to the forms (available 24/7 on our website) in the 5 paper copies, and the electronic versions of the forms on the CD copy?

Answer: Links are not sufficient however it is permissible to send a CD with each paper copy.

7. Section II. Contents of Proposals, Section C.5 and D. – Both Section C.5 and D request that bidders provide qualifications / experience. Please clarify the difference in the information that bidders should provide in their response to Section C.5 and D.

Answer: NHCC views qualifications as your organization's capacity to manage the project contained within this RFP. We view experience as relevant work performed under similar circumstances.

8. Please clarify the difference between the three references requested in Section C.7 and the references requested in Section D. Section II. Contents of Proposals, Section C.7 and D. – Both Section C.7 and D request that bidders identify client individuals (and provide contact information) who may be contacted (i.e., references).

Answer: Bidders may use the same list of references for sections C.7 and D.

9. Please indicate the budget that has been allocated or approved for this project.

Answer: NHCC has not set a budget minimum or maximum for this project and will evaluate proposals based on the criteria stated in the RFP.

10. Page 12, Section G – We understand that, "Fee and cost proposal that shall clearly identify and specify all elements of cost that would become charges to NHCC, in whatever form. Provide information on your billing practices, including reimbursable cost categories."

Please clarify the following:

- a. Does NHCC / NUMC has a preferred format or Excel template for budget submission?

Answer: Line item budgeting in excel is preferred.

- b. Should cost information be submitted in a separate volume or as a separate component of the main proposal?

Answer: Cost information should be included in the main proposal.

- c. If the budget / cost worksheet is to be developed by the bidder, please clarify the information the State would like included in the budget / cost worksheet.

Answer: This is a hospital-based initiative. Please outline costs associated with services listed in scope of services.

11. In the Project Description items on Page 5 of the RFP, several items reference “in collaboration with leadership”. Is the leadership referenced individuals from NUMC, Hub Partners and contracted providers? Or, is this reference to leadership within each provider practice?

Answer: Leadership will be comprised of NUMC, Hub Partners and contracted providers, including staff from provider practices, and where appropriate include staff from provider practices.

12. In the Project Scope, Question 1 on page 5, please further define the expectation for the selected vendor regarding provider contracting. Depending on that role, please provide information that would be necessary for bidders to appropriately determine staffing needs and required budget. For example, confirming providers with whom it is requested to work have active contracts is much less intensive than actively outreaching to providers to request they contract.

Answer: Please base your modeling on an individual practice and multi-site cost that can be scaled to the amount of practices NHCC will finalize contracts with.

13. Must bidders have identified subcontractors who have a MBE or WBE classification prior to proposal submission or just prior to contract award? If prior to contract award, is it sufficient to note percent goals on the M/WBE Utilization Plan?

Answer: Refer to RFP.

14. Please provide the anticipated contract term for this engagement.

Answer: The contract will be annually renewed but all practices must meet PCMH certification by March 2018.

15. Were you wanting one consultant or is a team of consultants okay?

Answer: We have no preferences as to the composition of the bidder’s team, as long as they can adequately manage the scope of work and meet required milestones.

16. Is out of state travel acceptable?

Answer: Yes, it will be considered in weighting the total cost of the project. Please include travel estimates in your budget.

17. What is the contract's projected start date?

Answer: We expect to have an executed contract by the beginning of September, 2016.

18. Initial question regarding the Minority and Women-Owned Business Enterprise requirements outlined in the RFP. Based on our review, we do not see any mention of specific requirements until the Utilization Plan on page 28. There, it states that if no goals are listed on the plan or

elsewhere in the RFP, then the goal is 20%. Will you please confirm if this is in fact the goal? If so, will you also please clarify if the goal is a preference or a mandatory requirement?

Answer: Refer to RFP.

19. Can one copy of the proposal be sent on a flash drive versus a CD?

Answer: Yes, however, one copy is required to be in hard copy form.

20. Will there be a Physician champion/liaison to intervene with the practices if they are resistant or barriers are discovered to becoming PCMH?

Answer: Yes.

21. What is the geographic landscape of the practices?

Answer: All practices are within the Nassau and Eastern Queens counties.

22. Do any/all of the practices share the same policies and procedures?

Answer: No, however some practices may support multiple sites.

23. What is the typical staffing structure of the practices?

Answer: Each practice varies in size and complexity requiring the selected consultant to assess workforce needs.

24. What is the medical staff governance for physicians participating in this initiative?

Answer: These are hospital and community based structures that will govern physician participation.

25. On page 7 of the RFP, please explain what is meant by #1 --- "Contracting with providers."

Answer: The selected consultant will be providing services for practices that NHCC is already contracted with.

26. What is meant on page "Each provider facility must have a contract and BAA signed with Nassau University Medical Center"?

Answer: This is an NHCC process and will not impact services provided by the PCMH consultant group.