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*Colorado Department of  
Health Care Policy and Financing*



Colorado MMIS and Fiscal Agent Operations Services  
Draft RFP Release Response and  
Pre-RFP Bidder's Conference #2 Announcement Details

Colorado Medicaid Management Innovation and  
Transformation Project (COMMIT)

Released: November 27, 2012

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## **SECTION 1.0 DRAFT RFP FEEDBACK**

### **1.1. PURPOSE**

The Colorado Department of Health Care Policy and Financing (Department) is responsible for administering the Medicaid program in the State of Colorado. On November 16, 2012, the Department released a second draft of its Core MMIS and Supporting Services RFP Package for review and comment. At this time, the Department is requesting vendors to send any comments, no matter how minor, to the Department. Vendors are encouraged to address text in the draft RFP that is repetitive, and/or confusing, as well as requirements that are incomplete or unclear. In addition, Vendors should undertake a thorough review of the system and fiscal agent requirements to advise the Department if any requirements are too broad or restrictive which will inadvertently cause a significant cost increase or cause a vendor to make a no-bid decision.

To expedite the release of the draft RFP, the Department will not be providing written responses to each of the vendor comments. The Department attempted to incorporate and make changes from all Vendor feedback received from the first draft RFP, and greatly appreciates the time the Vendors have taken to review and provide comments. The Department does not have a document to provide to Vendors that addresses why or why not changes were made based on comments. Therefore, for any comments that Vendors do not believe were addressed in the second draft RFP, the Department suggests that Vendors re-submit the comment if the issue is still prevalent from the Vendor's perspective.

### **1.2. PROCESS FOR PROVIDING FEEDBACK**

The Department has provided two forums for vendors to provide their feedback. First, Vendors are encouraged to offer written comments for consideration. To submit written comments:

- 1.2.1. Submit all comments to [RFPQuestions@hcpf.state.co.us](mailto:RFPQuestions@hcpf.state.co.us)
- 1.2.2. Vendors are not to make any direct contact with Department staff.
- 1.2.3. All comments and questions on the draft RFP Package are to be received no later than December 3, 2012 at 5:00 pm MT.
- 1.2.4. List all comments in an MS-Excel Spreadsheet utilizing the following the layout:

<b>Document Name (e.g. Appendix A)</b>	<b>Section Number (e.g. C.2.1.3)</b>	<b>Page Number</b>	<b>Question/Comment</b>

### **1.3. PRE-RFP BIDDER'S CONFERENCE**

Second, to increase feedback opportunities, the Department will also hold a second Pre-RFP Bidders Conference. The purpose of the Bidder's Conference is for the Department to provide further clarification on its procurement strategy, answer any general or recurring questions

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submitted prior to the conference (see Section 1.3.3.4) regarding the DRAFT RFP Package, and offer a forum for discussion on how to improve the RFP Package prior to final release. The conference details and instructions are:

1.3.1. Date and Time: December 6, 2012; 1:00 pm – 4:00 pm (MT).

1.3.2. Location:

1.3.2.1. In Person: **225 East 16<sup>th</sup> Avenue, Denver, CO 80203**; First Floor Conference Room. Ample meter and pay-lot parking is available in the surrounding area.

1.3.2.2. Web Conference: Participation information will be distributed closer to the conference date. This option will offer the ability to follow the live presentation, hear questions, and responses presented in the First Floor Conference Room, and a forum for typing questions to the presenters. As time permits, the presenters will attempt to address any questions and/or comments sent via this forum.

1.3.3. Attendance:

1.3.3.1. RSVPs required. Please submit your RSVP to [RFPQuestions@hcpf.state.co.us](mailto:RFPQuestions@hcpf.state.co.us) with the names and titles of those attending no later than Monday, December 3, 2012 at 5:00 pm MT.

1.3.3.1.1. For Vendors attending in person, we request that you limit participation to two representatives as space is limited and we want to allow ample space for all interested parties.

1.3.3.1.2. Conference will start precisely at 1:00 pm MT.

1.3.4. Questions for the Pre-RFP Bidder's Conference:

1.3.4.1.1. The Department will focus the discussion on the topics presented in the Section 1.3 of the Colorado MMIS and Fiscal Agent Operations Services Draft RFP Release Details - Release #2, released on November 16, 2012.

1.3.4.1.2. For consideration during the Pre-RFP Bidder's Conference, questions should be submitted prior to 5:00 pm MT on Monday, December 3, 2012. Vendors are encouraged to ask questions and participate in the discussion at the Pre-RFP Bidder's Conference, but the Department may not have the ability to answer questions that are not submitted prior to the meeting.

1.3.4.1.3. Vendors should use the same format to submit questions as outlined in Section 1.2.4 and specifically request in the e-mail that the question/topic be discussed at the Pre-RFP Bidder's Conference.