

Question#	Ref Code	Question	YHI Response
1	Section 2, 11. Evaluation Criteria	Section 1 states that “qualifications and experience of proposed staff with similar projects and their experience as it relates to the requirements defined in Section ___” – can YHI clarify to what section it is referring?	The sentence should end with “the requirements defined in Section 3(D)”
2	Section 3, C.	Will YHI provide a Deliverables Checklist to the successful Offeror prior to contract negotiations? There are several required deliverables mentioned, some in detail, yet most required deliverables are only described in minimal terms. An expected deliverables checklist outlining the details, frequency and/or schedule would clarify the needs of YHI for specific organizational process assets.	YHI will provide clarification to all required deliverables prior to final contract negotiations.
3	Section 3, D1.	Will YHI assign an in-house, on staff Project Manager position to manage the PMO Project Manager or will the PMO Project Manager report directly to the Executive Director? Stated differently, is there an in-house equivalent to the PMO’s PM or is the PMO’s PM seen as the single PM position in YHI’s organizational chart?	It is currently the intent of YHI to have the Executive Director oversee the PMO services during the implementation of the state based marketplace and that the PMO Project Manager and PMO IT Lead will report directly to the Executive Director.
4	Section 3, D1.	If YHI will employ their own in-house Project Manager to complement the PMO Project Manager, can YHI describe the job description of the in-house resource?	It is currently the intent of YHI to have the Executive Director oversee the PMO services during the implementation of the state based marketplace and that the PMO Project Manager and PMO IT Lead will report directly to the Executive Director.
5	Section 3, D5.	Section states that the “Following are the requirements for System Analyst (SA) resources,” can YHI clarify if more than one System Analyst position is to be filled?	YHI’s intention is to let the awarded PMO vendor determine the number of resources needed to complete the requirements and deliverables outlined in Section 3.
6	Section 3, D6.	Section states that the “Following are the requirements for Business Analysts (BA) resources,” can YHI clarify if more than one Business Analyst position is to be filled?	YHI’s intention is to let the awarded PMO vendor determine the number of resources needed to complete the requirements and deliverables outlined in Section 3.
7	N/A	Has IHIE selected the Systems Integrator, and if so, can you provide the name of that selected vendor?	It is YHI's intent not to procure a specific Systems Integrator. Integration work is part of the solution vendor's scope of work.
8	N/A	Given the proposal due date of December 13 and the need to ship our proposal by December 11, would you consider extending the date by one week to allow companies time to review the Q&As and factor responses into the preparation of our proposal?	Due to the tight deadlines that YHI is under, YHI must adhere to the RFP proposal submission deadline.
9	N/A	Why was the project management services contract with Applied Computing cancelled? Is Applied Computing eligible to propose on this project? Has Your Health Idaho worked with this company previously?	This question is not relevant to this procurement.

10	N/A	Regarding the Senior IT Lead/Technical Architect position and the ACA Policy/Functional Lead/SME position, would you consider a team approach to filling these roles (e.g., two individuals sharing the role to equate to one FTE)?	Yes, this would be considered acceptable. YHI's intention is to let the awarded PMO vendor determine the number of resources and the final team makeup needed to complete the requirements and deliverables outlined in Section 3.
11	N/A	Has a budget been approved for these services? If so, can the budgeted amount be made available to prospective proposers?	The budget has been approved by HHS through the Grant Award process and can be found on Grants.gov website
12	N/A	How many spaces will be provided at Your Health Idaho's offices for the PMO team? Is it expected that the selected consultant will have local office space?	YHI's intent is to provide a limited amount of space for onsite PMO consultants. Approximately 6-8 work spaces
13	RFP Response Checklist	Would the State please consider removing Checklist Items 9-12 as proposal submittal requirements? It is not clear how the Offeror could prepare these work products at this time.	YHI's intent is to remove/discard items 9-12 from the RFP Checklist
14	2. D3. Transmittal Letter	<p>This section requires a statement in the transmittal letter that any contract terms spelled out in the RFP would be acceptable if a contract were awarded.</p> <p>A. If there are specific terms in the RFP that we would like to negotiate with the State if awarded a contract, may we make this statement in the transmittal letter subject to an opportunity to negotiate specific terms in the RFP?</p> <p>B. If there are contract terms that we would like to negotiate that are not covered by the RFP, for example, a limitation of liability provision and protections of our pre-existing intellectual property. May we include additional proposed terms and conditions with our proposal?</p>	Opportunities for specific negotiated terms to be discussed can occur before signing the final contract.
15	2.D4 Experience and Qualifications	Based on the PMO focus of the RFP, would the State please confirm that Offeror experience providing PMO support for a \$500+MM statewide Health Insurance Exchange would satisfy the qualification of "Direct experience implementing a health insurance exchange"?	Yes, YHI would accept the response to satisfy the qualification of "Direct experience implementing a health insurance exchange".
16	2.D4 Experience and Qualifications	Would the State please clarify its intent regarding the following qualification: "Experience with Idaho's political and operational preferences and environment". As a mandatory requirement, this may have the effect of limiting competition.	It is YHI's intent to request "knowledge" instead of "experience" of Idaho's ...".
17	2.D4 Experience and Qualifications	Is there a Vendor/Offeror currently performing planning or similar work related to this effort, or who has previously performed planning or similar work related to this effort? If so, would the State please identify the company or companies?	No there is not a Vendor currently performing similar work related to this RFP.

18	2.D4. Experience and Qualifications	The last paragraph of this section requires the Vendor to identify any subcontractor that will be used. We sometimes contract with individuals or small consulting firms to provide services to us in a staff augmentation role. These non-employee, independent consultants may perform a portion of the Scope of Work. Should these individuals be separately identified as subcontractors in our proposal?	It is YHI's intention to reserve the right to review and approve any subcontractor that the vendor chooses. Individual consultants do not need to be included as contractors in submitted proposals.
19	8. Proposed Budget	Would the State confirm that the successful vendor will be compensated on an hourly basis (i.e., time and materials) as opposed to firm fixed price deliverable-based compensation based on RFP references to "estimates" and "hourly rates"?	It is YHI's intention that costs be based on fixed price and itemized for each deliverable set out in the scope of work.
20	8. Proposed Budget	Would the State consider providing Offerors with a standardized Cost Proposal template to facilitate the State's evaluation of Offerors proposed costs in a comparable manner?	YHI does not have a standardized Cost Proposal template.
21	8. Proposed Budget, 9. Contract Time Period	<p>The RFP requests that the Offeror provide estimates to complete the Scope of Work, as follows:</p> <p><i>"Cost proposals should be included in this Request for Proposals and should include estimates for each element of service requested along with a total. The proposed budget should respond to the requirements set out in the Scope of Work and itemized for each deliverable."</i></p> <p>The following Section 9, however, establishes an eleven month period to which Offerors are required to commit with only a "no cost" extension of the end date.</p> <p><b>"9. Contract Time Period</b></p> <p><i>A professional services contract will be executed with the winning vendor. It is estimated that the contract for this project will begin February 1, 2014 and end December 31, 2014. The proposal should confirm this time period and ensure commitment to begin performing services immediately following the finalized contract. The proposal should also confirm that work will be completed and all deliverables submitted to IHIE by the end of the contract period. A no cost end date may be extended if both parties are in agreement."</i></p> <p>Would the State please clarify its intent?</p>	YHI's intention is to provide the Offeror with a reasonable implementation time period with the understanding that the time period may need to be adjusted on requirements of YHI.

22	9. Contract Time Period and Section 4	<p>Section 9 establishes an eleven month period to which Offerors are required to commit.</p> <p><i>“The proposal should also confirm that work will be completed and all deliverables submitted to IHIE by the end of the contract period.”</i></p> <p>However, the third paragraph of Section 4 states:</p> <p><i>“Vendors should propose the timelines applicable to complete the required Scope of Work. A comprehensive timeline that addresses all tasks and deliverables is preferred rather than addressing the various timelines referenced throughout this request.”</i></p> <p>Please clarify the State’s intent with respect to adhering to the eleven month schedule or proposing an alternate schedule that may more realistically reflect the required Scope of Work.</p>	YHI’s intention is to provide the Offeror with a reasonable implementation time period with the understanding that the time period may need to be adjusted on requirements of YHI.
23	2. D. 12. Award	Will the successful Offeror have an opportunity to negotiate the terms and conditions of the contract resulting from this RFP?	After YHI has selected a vendor, YHI and the selected chosen vendor will negotiate the terms of the contract, consistent with the terms of the RFP.
24	2. D. 13. General Terms of Ownership	If we plan to use our proprietary, pre-existing intellectual property to provide the proposed services, such as, our proprietary methodologies, tools and templates does this need to be disclosed in our proposal?	No, unless the Contractor deems such to be confidential.
25	12. Award	<p>Would the State clarify the meaning of the following statement?</p> <p><i>“The successful vendor for this project may also bid on any future RFPs for implementation and/or operation of an Exchange.”</i></p> <p>Allowing a vendor who prepares requirements and procurement documents to bid on their corresponding implementation would seem to create a conflict of interest.</p>	YHI’s intention is to allow a vendor to bid on future RFP’s provided that they were not involved in the planning or creation of the procurement documents and determination of vendor award.
26	3. Develop and Document Requirement	<p>Does the State intend for the Offeror to develop an RFI or RFP per the citation below?</p> <p><i>“If the YHI approved Project Management Approach for a particular project includes the need to issue a Request for Information (RFI) and/or a Request for Proposal (RFP), then the Offerors’ resources will analyze the needed information and draft RFI and/or RFP documents for YHI approval. The Offerors’ resources will assist YHI in the analysis of information obtained from the RFI and/or RFP process.”</i></p>	YHI’s intention is for the Offeror to be responsible for the Scope of Work content if the Offeror identifies the need for future RFI/RFPs in order to complete deliverables within the Scope of Work in this RFP.
27	2. Knowledge Management Support	<p>Would the State please clarify the following paragraph as it pertains to “...to the ones...”?</p> <p><i>“Another important function of the Offerors’ resources will be to manage the tasks, schedule and cost to the ones defined in the first Level One and second Level One awarded Establishment Grants.”</i></p>	YHI currently has two awarded Grants that have work/tasks that when combined, are the requirements needed for CMS/CCIO to certify YHI’s implementation is authorized to operate.

28	ACA Policy/Functional Lead/Subject Matter Expert position	Would the State consider fulfilling this full-time position with 2 resources that would total on full-time position? While we can staff this position with one resource, we believe that we can provide the State an even stronger team if we are allowed to leverage the depth and breadth of our ACA experts in this manner.	Yes, this would be considered acceptable. YHI's intention is to let the awarded PMO vendor determine the number of resources and the final team makeup needed to complete the requirements and deliverables outlined in Section 3.
29		Is a full-time traveling resource acceptable for the Project Manager position?	YHI's intention is to let the awarded PMO vendor determine the number of resources and the final team makeup needed to complete the requirements and deliverables outlined in Section 3; however, the Project Manager and IT Lead positions are the key important full-time resource that would not have the time to travel back and forth.