

**New York State Department of Health
Office of Health Insurance Programs**

Request for Proposals (RFP) #20276: Disproportionate Share Hospital (DSH) Audits

**Questions and Answers
Posted May 24, 2023**

Question #	Corresponding RFP Section	Question	Answer
1.	General	Is it possible for DOH and Contractor to leverage non-material modifications to the NYS Health Department Contract terms previously negotiated and currently included in within existing contracts?	The Department reserves the right to negotiate terms of the contract that are non-material in nature with the contract awardee, within the scope of the RFP and in the best interests of New York State. Nonetheless, bidders must be fully prepared to accept all of the terms and conditions set forth in the RFP, without modification, should the Department determine that that constitutes the best interests of New York State.
2.	Section 1.0: Calendar of Events (Page 4)	What is the anticipated timeline for the Department to announce the contract award?	The Department anticipates announcing the award and non-awards on or about January 1, 2024.
3.	4.4 Information Technology, Requirement D (Page 15)	Given the link for the privacy and security policies (nys-p03-002_information_security_policy.pdf) was broken and the DUA and Attachment E was not attached, please confirm DOH will provide the applicable documents upon award so the vendor can review and discuss mutually agreeable protocols and procedures to adhere to.	Please see Amendment #1 to the RFP for the corrected link.
4.	5.5 Minority & Woman-owned business enterprise requirements (Page 19-20)	Considering the nature of this engagement requiring high level of professional expertise, knowledge, and supervision, as well as work with PHI and vendor's need to limit information sharing to a minimum, could this requirement be waived?	Bidders should use Form 2, in Attachment 5 to amend the MWBE goal. This document should be filled out by the bidder if the utilization plan (Form #1) indicates less than the stated participation goal for the procurement. Bidders can request a full or partial waiver of the MWBE goal, which will be subject to the review and approval of the Department
5.	5.8 Contract Insurance Requirements (Page 22)	Prior to the start of work under this Contract, the CONTRACTOR shall procure at its sole cost and expense, and shall maintain in force at all times during the term of	The Department reserves the right to negotiate terms of the contract that are non-material in nature with the contract awardee, within the

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		<p>this Contract, insurance of the types and in the amounts as herein below set forth in Attachment 8, the New York State Department of Health Contract, Section IV. Contract Insurance Requirements.</p> <p>Is it possible for DOH and the contractor to leverage contractual insurance requirements that were previously negotiated and approved by DOH for the new contract?</p>	<p>scope of the RFP and in the best interests of New York State. Nonetheless, bidders must be fully prepared to accept all of the terms and conditions set forth in the RFP, without modification, should the Department determine that that constitutes the best interests of New York State.</p>
6.	6.2.D.1.1.B Disproportionate Share Hospital Audit Responsibilities/Deliverables (Page 31)	<p>Bullet 6.2.D.1.1.B.f ends with an “and,” but no further bullets are provided. Could the state confirm that the list provided is a full and complete list of requirements?</p>	<p>See Amendment #1 to the RFP.</p> <p>The Department confirms the list provided is a full and complete list of requirements.</p>
7.	C.1 Minimum Qualifications & C.2 Preferred Qualifications (Page 30)	<p>Can DOH please clarify if there is a difference in DOH's expectations when the bidder is responding to requirements asked in sections C.1 and C.2? Can a bidder use the same experience for both requirements?</p>	<p>Yes. Bidders may leverage the same experience in meeting both the Minimum and Preferred Qualifications.</p>
8.	D.1.1 Disproportionate Share Hospital Audit Responsibilities/Deliverables, Requirement B (Page 31)	<p>The bidder should list the three (3) largest audit projects, other than those identified above, which they have performed within the past five (5) years, which are similar to the audits required in Section 4.0. Describe the audit goals, results, summary of project results and describe the resources expended on the project.</p> <p>Can DOH please provide clarification on the difference between 'results' and 'summary of project results'?</p>	<p>“Results” refers to the outcomes of the audit processes while “summary of project results” reflects a broader request as to the outcomes of the full engagement. This would include any changes in processes or new initiatives which resulted from the efforts of the bidder.</p>
9.	D.2 Staffing, Requirement i (Page 32)	<p>Describe how the bidder plans to provide consulting services to the Department related to general DSH analysis, as well as alternative DSH distribution methodologies, as described in Section</p> <p>Can DOH confirm which section should be referenced at the end of this requirement?</p>	<p>See Amendment #1 to the RFP.</p> <p>This requirement is referring to Section 4.1.3 Consulting Services (Page 12 of the RFP).</p>
10.	D.2 Staffing, Requirement i (Page 32)	<p>Describe how the bidder plans to provide consulting services to the Department related to general DSH analysis, as well as alternative DSH distribution</p>	<p>Yes. Bidders should identify how they would staff the consulting services, including the qualifications and experience of such staff.</p>

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		<p>methodologies, as described in Section</p> <p>Is DOH looking for how the contractor would staff the consulting services to be provided to the Department including DSH analysis, and alternative DSH distribution methodologies?</p>	
11.	Attachment B Cost Proposal (Page 40)	The contract years listed under the cost proposal (Attachment B) start at October 1, 2023 but on page 4 under 1.0 Calendar of Events the anticipated contract start date is listed as July 1 st , 2024. Which is correct?	<p>Please see Amendment #1 to the RFP.</p> <p>The anticipated contract start date is April 1st, 2024. The selected contractor will be expected to conduct the DSH audits in Contract Year 1 within the April 1st, 2024 and December 31st, 2024 timeframe.</p> <p>Bidders should utilize the revised Attachment B: Cost Proposal when responding to this RFP.</p>