

AMENDMENT 2

NEW YORK STATE DEPARTMENT OF HEALTH

REPLACEMENT MEDICAID MANAGEMENT INFORMATION SYSTEM (R-MMIS) FISCAL AGENT SERVICES PROJECT

FAU NUMBER 1002031048

This amendment is issued to:

- amend Sections IV.E.2 and V.I.3.1.7 of the RFP (see below);
- replace Attachment M – Pricing Schedules in its entirety with Attachment M – Amended Pricing Schedules shown below; and
- replace Attachment M – Pricing Schedules (XLS, 143 KB) identified under Documents on the Department’s website for this procurement with Attachment M – Amended Pricing Schedules (XLS)

1. The second paragraph of Section IV.E.2 of the RFP shall be amended to read as follows:

The ~~daily~~ hourly staffing rate is a fully loaded rate and includes all personnel, overhead, indirect, travel, profit, equipment usage and any other miscellaneous costs. These rates will be used in the event the Department determines the need to add additional staff as set forth under Attachment M.

2. Section V.I.3.1.7 of the RFP shall be amended to read as follows:

If during the operations of the R-MMIS the Department determines that the system change workload and associated project deadlines necessitate additional contractor staff resources, the Department and the contractor may develop a contract amendment to acquire the additional staff. The ~~daily rates (for Fixed Administrative Fee staff) and hourly rates (for System Change Staff)~~ and Fixed Administrative Fee staff provided in Attachment M Amended Pricing Schedules that are appropriate to the staff roles being requested and the contract year will be used for pricing the additional staffing component of the contract amendment.

ATTACHMENT M: AMENDED PRICING SCHEDULES

Use of the Microsoft Excel spreadsheet titled “Attachment M – Amended Pricing Schedules.xls” in the form and content provided with this RFP is MANDATORY. Failure to use the schedules as provided shall result in disqualification.

Pricing Schedule A - Total Price

Pricing Schedule A summarizes the costs for all contractor activities during the base contract period, including the design and implementation of the Replacement MMIS and five (5) years of operations and system and operational enhancement activities. The Total Price on this schedule should equal the sum of all other pricing schedule totals. There will be no need for the offeror to enter data on this schedule if the “Attachment M – Amended Pricing Schedules.xls” spreadsheet is used. The Department preserves the option to receive line item reports on all costs. The offeror should insert its name in cell B2 of the spreadsheet. Line 6 System Change Capacity on Pricing Schedule A includes a ten percent (10%) increase (based on the Operations – Annual Administrative Fee), is calculated automatically, and is to be used solely for the purposes stated in Section V.I.3.2 Optional Capability Increase.

Pricing Schedule B – Phase 1 Implementation Pricing

Pricing Schedule B includes all planning, joint application design sessions, design, conversion, construction, testing, implementation, and certification pricing for the Replacement MMIS expressed as a fixed price. Payment for each milestone will be made upon completion to the Department’s satisfaction and calculated using the percentages identified on Pricing Schedule B. Using the attached “Attachment M – Amended Pricing Schedules.xls” spreadsheet, offerors need only insert the total implementation price proposed in the shaded cell (B29) and the contract year (e.g., 1, 2 or 3) for the anticipated contract year completion in cells C9, C11, C13, C15, C17, C19 and C21. The total Phase 1 Implementation price MUST be less than or equal to 25% of the proposed Total Price on Pricing Schedule A.

Pricing Schedule C – Phase 2 Implementation Pricing

Pricing Schedule C includes all planning, joint application design sessions, design, conversion, construction, testing, and implementation pricing for the Replacement MMIS COTS Financial system expressed as a fixed price. Payment for each milestone will be made upon completion to the Department’s satisfaction and calculated using the percentages identified on Pricing Schedule C. Using the attached “Attachment M – Amended Pricing Schedules.xls” spreadsheet, offerors should insert the total implementation price proposed in the shaded cell (B27) and the anticipated contract year completion in cells C9, C11, C13, C15, C17, C19, C21, C23, and C25.

Pricing Schedule D - Operations Price – Annual Administrative Fee

In Pricing Schedule D, offerors must specify a fixed price to operate the Replacement MMIS for the five years of the Operations Phase. The contractor will be paid an amount equal to twenty percent (20%) of the total proposed price for each year of operations. Using the attached “Attachment M – Amended Pricing Schedules.xls” spreadsheet, offerors need only complete the pricing in the shaded cells. (See the explanation for Pricing Schedule D.1 for instructions to complete the “Other” cells.) Offerors must include the percentages applied for corporate allocation (cell B43) and markup (cell B46). Equal monthly payments will be made to the contractor over the scheduled five years of operations.

Pricing Schedule D.1 – Operations Price – Explanation of “Other” Pricing

In Pricing Schedules D.1, offerors must detail the other expenses from “Personnel-related pricing”, “Facility pricing” and “Other operations pricing” detailed on Pricing Schedule D.

Pricing Schedule E – Operations – Annual Volume Adjustment

Pricing Schedules E is used to determine the payment due for the additional effort required should the annual contract volume exceed the base volume projection but is less than or equal to the upper claim threshold projection (see section V.I.3.3 of this RFP). Offerors should enter the percentage for contract years 4 through 10 which will be multiplied times the annual administrative fee (for contract years 4 through 8), to determine the annual adjustment. Using the attached “Attachment M – Amended Pricing Schedules.xls” spreadsheet, offerors need only complete the shaded cells indicating the percentage rate. The prices for contract years 9 and 10 are for the optional extension years and are not included in the initial contract funding amount nor will the price be shown on Pricing Schedule E.

Pricing Schedule F – Supplemental Staff Price

In Pricing Schedules F, offerors should submit the fixed hourly rate for each labor category identified and calculate the total annual price for each labor category and the total for each contract year. Using the attached “Attachment M – Amended Pricing Schedules.xls” spreadsheet, offerors need only complete the shaded cell indicating the hourly rate for each labor category. The hourly rate must be a fully loaded rate and include all personnel, overhead, indirect, travel, profit, equipment usage, and other miscellaneous costs. The contractor will be reimbursed at the hourly rates proposed for time each individual is used on identified and approved Department projects. Time spent by these individuals for such activities as training or administrative time is to be included in the Operations annual administrative fee and will not be paid separately.

System Change Capacity and Reimbursable (Postage)

There are no pricing schedules associated with line 6 System Change Capacity or line 7 Reimbursable (Postage) on Pricing Schedule A. Line 6 System Change Capacity on Pricing Schedule A includes a ten percent (10%) increase (based on the Operations – Annual Administrative Fee), is calculated automatically, and is to be

used solely for the purposes stated in Section V.I.3.2 Optional Capability Increase. Line 7 Reimbursable (Postage) is the Department's estimate for postage as set forth in Section V.I.3.2 Cost Reimbursement of the RFP and is included to calculate the required contract funding.

Pricing Schedule G – Turnover

In Pricing Schedules G, offerors should submit the fixed price for all activities required to support the turnover tasks required by this RFP and as detailed in the Turnover Plan approved by the Department. Using the attached "Attachment M – Amended Pricing Schedules.xls" spreadsheet, offerors need only insert the price in the shaded cell.

Pricing Schedule H – Fixed Administrative Fee Staff

In Pricing Schedule H, offerors should submit the fixed hourly rate for each labor category identified for each contract year. Using the attached "Attachment M – Amended Pricing Schedules.xls" spreadsheet, offerors need only complete the shaded cells indicating the hourly rate for each labor category. The hourly rate must be a fully loaded rate and include all personnel, overhead, indirect, travel, profit, equipment usage, and other miscellaneous costs. These rates will be used in the event the Department determines the need to add additional staff (reference Sections IV.E.2 and V.I.3.1.7 of the RFP, as amended).

Please Note: Use fillable Excel Spreadsheet for Attachment M.