

Baby Ready Program Quality Assurance Review

Questions and Responses

PROPOSALS ARE DUE NO LATER THAN MARCH 26, 2025 BY 5:00 PM CDT

RFP #13268

BUYER: Division of Medical Services

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<p>Q1: What is the anticipated funding amount for each contract year? Section 7.0 Cost Proposal, page 11. What is the budget for the first three years of the contract and then the option years?</p>
<p>A1: <i>Proposals should include the amount of funding the offeror believes is required to successfully complete the scope of work. For perspective DSS has a contract similar to this for another program. Please refer to the attached contact as an amount reference.</i> https://open.sd.gov/contracts/08/23-0800-099.pdf</p>
<p>Q2: Can the limited "in-person reviews" occur virtually?</p> <p>Are the QA reviews expected to be conducted in person at the provider locations? Or are they virtual? Based on our reading of the solicitation, we thought that reviews were to be virtual.</p>
<p>A2: <i>No, "in-person reviews" cannot be done virtually.</i></p>
<p>Q3: How many in-person review does DSS anticipate occurring?</p>
<p>A3: <i>An exact number is unknown. We currently estimate 11 will occur in person.</i></p>
<p>Q4: Is a data sharing agreement required?</p>
<p>A4: <i>Yes, a Business Associate Agreement will be required.</i></p>
<p>Q5: Is DSS distinguishing between "clinics" and "individual practitioners" under the umbrella of "providers"? Does DSS expect the contractor to develop improvement plans for both clinics and individual practitioners?</p>
<p>A5: <i>DSS considers "clinics" and "individual practitioners" under the umbrella of "providers". Development Plans should be developed with a focus on the "clinic".</i></p>
<p>Q6: Does DSS have a preferred platform for the process flowchart?</p>
<p>A6: <i>DSS would prefer Microsoft Visio.</i></p>
<p>Q7: Can DSS provide examples of "special project constraints"?</p>
<p>A7: <i>Special project constraints are specific limitations a vendor has to meet to successfully complete a project. Constraints include things such as time, cost, resources, and scope.</i></p>
<p>Q8: Attachment C: Should the "Other" category of the Cost Proposal Format include travel?</p>
<p>A8: <i>Yes, travel should be included in the "Other" category in the cost proposal.</i></p>

Q9: In section 4.3, the RFP states “Provide the following information related to at least three previous and current service/contracts, performed by the offeror’s organization, which are similar to the requirements of this RFP.” Is the state asking for 3 previous contract references, in addition to 3 current contract references (6 total references)? Or, is the state asking for 3 of either previous or current contracts?

A9: The state is asking for a total of 3 references, which can be previous, current, or a combination of previous and current contracts.

Q10: How does the state prefer vendors to submit any necessary exceptions to contract terms? Our firms risk management policies require specific terms around contracting topics like limitation of liability.

Attachment A. Will there be an opportunity to request exceptions to the terms and conditions contained in Attachment A?

A10: Submit an appendix with proposed contract changes.

Q11: Section 5.0 Proposal Format Page 9. Is the cost proposal to be included with the technical narrative or should we submit as a separate attachment?

A11: DSS would prefer the cost proposal be submitted as a separate attachment.

Q12: Section 1.13 Length of contract / Attachment A, page 4. Please confirm the period of performance is three years beginning June 1, 2025 with two additional option years as stated in section 1.13 of the RFP. Attachment A indicates the period of performance as June 1, 2024 and shall end on May 31, 2025.

A12: The attachment A is an example contract for your review only.

Q13: Section 5.0 Proposal Format, Page 9. What is the page limit for the response, including the 1-2 page Executive Summary?

A13: DSS does not have a page limit for responses.

Q14: Section 3.0 Scope of Work , page 7. How will the state share data with the contractor (i.e. raw or aggregated).

A14: DSS will provide individual level data around participants for the vendor to create a sample for their methodology.

Q15: Section 3.0 Scope of Work, page7. Will the contractor have access to Baby Ready participant medical records?

A15: The vendor will acquire medical records from the BabyReady participating providers on behalf of DSS.