



STATE OF ALASKA
Department of Health and Social Services
Grants and Contracts Support Team
333 Willoughby Avenue
Suite 760
Juneau, Alaska 99801

Request For Proposals
RFP 2005-0600-5204
Date of Issue: January 6, 2005

Long Term Medicaid Forecasting Model

Title and Purpose of RFP: The Department of Health and Social Services, Finance and Management Services is seeking proposals from qualified bidders for technical assistance in the definition and development of a Medicaid long-term forecasting model and report on the long-term outlook for Medicaid.

Offerors Are Not Required To Return This Form.

Important Notice: If you received this solicitation from the State of Alaska's "Online Public Notice" web site, you must register with the Procurement Officer listed in this document to receive subsequent amendments. Failure to contact the Procurement Officer may result in the rejection of your offer.

Kami Frenette
Procurement Officer
Department of Health and Social Services

Jill Lewis
Project Director
Department of Health and Social Services

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SECTION ONE INTRODUCTION AND INSTRUCTIONS

1.01

Return Mailing Address, Contact Person, Telephone, Fax Numbers and Deadline for Receipt of Proposals

Offerors must submit one original and four (4) copies of their proposal, in writing, to the procurement officer in a sealed envelope. It must be addressed as follows:

Mailing Address:

Department of Health and Social Services
Office of the Commissioner
Finance and Management Services
Grants and Contracts Support Team
P.O. Box 110650
Juneau, Alaska, 99811-0650

Physical Address:

Department of Health and Social Services
Office of the Commissioner
Finance and Management Services
Grants and Contracts Support Team
333 Willoughby Avenue, Ste. 760
Juneau, Alaska 99801

Attention: Kami Frenette
Request for Proposal (RFP) Number: 2005-0600-5204
Project name: Long Term Medicaid Forecasting Model

Proposals must be received no later than **4:30 P.M.**, Alaska prevailing time on **January 27, 2005**. Fax proposals are not acceptable. Oral proposals are not acceptable.

An offeror's failure to submit its proposal prior to the deadline will cause the proposal to be disqualified. Late proposals or amendments will not be opened or accepted for evaluation.

PROCUREMENT OFFICER: Kami Frenette – PHONE 907-465-5424 - FAX 907-465-8678

1.02

Contract Term and Work Schedule

The contract term and work schedule set out herein represent the State of Alaska's best estimate of the schedule that will be followed. If a component of this schedule, such as the opening date, is delayed, the rest of the schedule will be shifted by the same number of days.

The length of the contract will be from the date of award, approximately February 14, 2005, until completion, approximately August 15, 2005.

The approximate contract schedule is as follows:

- Issue RFP: January 6, 2005
- Pre-proposal Teleconference: January 14, 2005 – 1:30 p.m. (Alaska time)
- Proposals Due: January 27, 2005 – 4:30 p.m.

-
- Proposal Evaluation Committee complete evaluation: January 31, 2005
 - State of Alaska issues Notice of Intent to Award a Contract: February 4, 2005
 - State of Alaska issues contract: February 14, 2005
 - Contract start: February 14, 2005
 - First meeting with contractor: February 14, 2005
 - Contractor submits first draft of Forecast Model: April 15, 2005
 - Revisions due to contractor by: May 2, 2005
 - Final model delivered and long term forecast calculations complete: May 16, 2005
 - Training completed by: May 31, 2005
 - Draft of Report delivered by: June 15, 2005
 - Revisions due to contractor by: June 30, 2005
 - Final report delivered by: July 15, 2005
 - Presentation by contractor by: August 1, 2005
 - All work completed and delivered by: August 15, 2005

To participate in the pre proposal teleconference scheduled for January 14, 2005 at 1:30 p.m, please call the following number: 1-800-315-6338, participant code is 632.

1.03

Purpose of the RFP

The Department of Health and Social Services, Grants and Contracts Support Team is soliciting proposals for technical assistance in the definition and development of a Medicaid long-term forecasting model and report on the long-term outlook for Medicaid. This is a two-phase project. In the first phase, the contractor will identify trends (e.g. demographics, economics, politics, technologies, health care services, epidemiology, etc.) that influence Medicaid spending and utilization. Using these indicators, and following accepted statistical methods and econometric theory, the contractor will construct a computer-forecasting model using SPSS (Statistical Package for Social Science) software to predict future entitlement growth and related spending in the Medicaid program for 5, 10, 15 and 20 years into the future. The contractor will also be responsible for installing the model and training DHSS staff in its use and maintenance. In addition, the contractor will provide their methodology, formulas, and a detailed procedure manual for the model.

In the second phase, the contractor will prepare a confidential report using results from the first long-term forecast and recommend changes to the Medicaid program's current statutes, regulations, and policies to limit growth in state-funded Medicaid costs and will present their findings in person to DHSS staff.

1.04

Budget

The Department of Health and Social Services, Grants and Contracts Support Team, estimates a budget of \$185,000 for completion of this project. Proposals priced at more than \$185,000 will be considered non-responsive.

1.05 Location of Work

The location(s) the work is to be performed, completed and managed is at the contractor' location(s) in the United States.

The State will not provide work space for the contractor. The contractor must provide its own work space. The contractor should include in their price proposal: transportation, lodging, and per diem costs sufficient to pay for two (2) persons to make six (6) trips to Juneau, Alaska. Travel to other locations will not be required.

By signature on their proposal, the offeror certifies that all services provided under this contract by the contractor and all subcontractors shall be performed in the United States. Failure to comply with this requirement may cause the state to reject the bid or proposal as non-responsive, or cancel the contract.

1.06 Assistance to Offerors With a Disability

Offerors with a disability may receive accommodation regarding the means of communicating this RFP or participating in the procurement process. For more information, contact the procurement officer no later than ten days prior to the deadline for receipt of proposals.

1.07 Required Review

Offerors should carefully review this solicitation for defects and questionable or objectionable material. Comments concerning defects and objectionable material must be made in writing and received by the procurement officer at least ten days before the proposal opening. This will allow time for issuance of any necessary amendments. It will also help prevent the opening of a defective solicitation and exposure of offeror's proposals upon which award could not be made. Protests based on any omission or error, or on the content of the solicitation, will be disallowed if these faults have not been brought to the attention of the procurement officer, in writing, at least ten days before the time set for opening.

1.08 Questions Received Prior to Opening of Proposals

All questions must be in writing and directed to the issuing office, addressed to the procurement officer. Telephone conversations must be confirmed in writing by the interested party.

Two types of questions generally arise. One may be answered by directing the questioner to a specific section of the RFP. These questions may be answered over the telephone. Other questions may be more complex and may require a written amendment to the RFP. The procurement officer will make that decision.

1.09 Amendments

If an amendment is issued, it will be provided to all who were mailed a copy of the RFP and to those who have registered with the procurement officer as having downloaded the RFP from the State of Alaska Online Public Notice web site.

1.10 Alternate Proposals

Offerors may only submit one proposal for evaluation.

In accordance with 2 AAC 12.830 alternate proposals (proposals that offer something different than what is asked for) will be rejected.

1.11 Right of Rejection

Offerors must comply with all of the terms of the RFP, the State Procurement Code (AS 36.30), and all applicable local, state, and federal laws, codes, and regulations. The procurement officer may reject any proposal that does not comply with all of the material and substantial terms, conditions, and performance requirements of the RFP.

Offerors may not qualify the proposal nor restrict the rights of the State. If an offeror does so, the procurement officer may determine the proposal to be a non-responsive counter-offer and the proposal may be rejected.

Minor informalities that:

- do not affect responsiveness,
- are merely a matter of form or format,
- do not change the relative standing or otherwise prejudice other offers,
- do not change the meaning or scope of the RFP,
- are trivial, negligible, or immaterial in nature,
- do not reflect a material change in the work, or,
- do not constitute a substantial reservation against a requirement or provision,

may be waived by the procurement officer.

The State reserves the right to refrain from making an award if it determines that to be in its best interest.
A proposal from a debarred or suspended offeror shall be rejected.

1.12

State Not Responsible for Preparation Costs

The State will not pay any cost associated with the preparation, submittal, presentation, or evaluation of any proposal.

1.13 Disclosure of Proposal Contents

All proposals and other material submitted become the property of the State of Alaska and may be returned only at the State's option. 40.25.110 requires public records to be open to reasonable inspection. All proposal information, including detailed price and cost information, will be held in confidence during the evaluation process and prior to the time a Notice of Intent to Award is issued. Thereafter, proposals will become public information.

Trade secrets and other proprietary data contained in proposals may be held confidential if the offeror requests, in writing, that the procurement officer does so, and if the procurement officer agrees, in writing, to do so. Material considered confidential by the offeror must be clearly identified and the offeror must include a brief statement that sets out the reasons for confidentiality.

1.14 Subcontractors

Subcontractors may be used to perform work under this contract. If an offeror intends to use subcontractors, the offeror must identify in the proposal the names of the subcontractors and the portions of the work the subcontractors will perform.

If a proposal with subcontractors is selected, the offeror must provide the following information concerning each prospective subcontractor within five working days from the date of the State's request:

- (a) complete name of the subcontractor,
- (b) complete address of the subcontractor,
- (c) type of work the subcontractor will be performing,
- (d) percentage of work the subcontractor will be providing,
- (e) evidence, as set out in the relevant section of this RFP, that the subcontractor holds a valid Alaska business license, and
- (f) a written statement, signed by each proposed subcontractor, that clearly verifies that the subcontractor is committed to render the services required by the contract.

An offeror's failure to provide this information, within the time set, may cause the State to consider their proposal non-responsive and reject it. The substitution of one subcontractor for another may be made only at the discretion and prior written approval of the project director.

1.15

Joint Ventures

Joint ventures are acceptable. If submitting a proposal as a joint venture, the offeror must submit a copy of the joint venture agreement which identifies the principles involved and their rights and responsibilities regarding performance and payment.

1.16 Offeror's Certification

By signature on the proposal, offerors certify that they comply with:

- (a) the laws of the State of Alaska,
- (b) the applicable portion of the Federal Civil Rights Act of 1964,
- (c) the Equal Employment Opportunity Act and the regulations issued thereunder by the federal government,
- (d) the Americans with Disabilities Act of 1990 and the regulations issued thereunder by the federal government,
- (e) all terms and conditions set out in this RFP,
- (f) a condition that the proposal submitted was independently arrived at, without collusion, under penalty of perjury,
- (g) that the offers will remain open and valid for at least 90 days, and
- (h) that programs, services, and activities provided to the general public under the resulting contract conform with the Americans with Disabilities Act of 1990, and the regulations issued thereunder by the federal government.

If any offeror fails to comply with [a] through [h] of this paragraph, the State reserves the right to disregard the proposal, terminate the contract, or consider the contractor in default.

1.17 Conflict of Interest

Each proposal shall include a statement indicating whether or not the firm or any individuals working on the contract has a possible conflict of interest (e.g., employed by the State of Alaska) and, if so, the nature of that conflict. The Commissioner, Department of Health and Social Services, reserves the right to cancel the award if any interest disclosed from any source could either give the appearance of a conflict or cause speculation as to the objectivity of the program to be developed by the offeror. The Commissioner's determination regarding any questions of conflict of interest shall be final.

1.18 Right to Inspect Place of Business

At reasonable times, the State may inspect those areas of the contractor's place of business that are related to the performance of a contract. If the State makes such an inspection, the contractor must provide reasonable assistance.

1.19 Solicitation Advertising

Public notice has been provided in accordance with 2 AAC 12.220.

1.20 News Releases

News releases related to this RFP will not be made without prior approval of the project director.

1.21 Assignment

Per 2 AAC 12.480, the contractor may not transfer or assign any portion of the contract without prior written approval from the procurement officer.

1.22 Disputes

Any dispute arising out of this agreement will be resolved under the laws of the State of Alaska. Any appeal of an administrative order or any original action to enforce any provision of this agreement or to obtain relief from or remedy in connection with this agreement may be brought only in the Superior Court for the State of Alaska.

1.23 Severability

If any provision of the contract or agreement is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected; and, the rights and obligations of the parties will be construed and enforced as if the contract did not contain the particular provision held to be invalid.

1.24 Federal Requirements

The offeror must identify all known federal requirements that apply to the proposal, the evaluation, or the contract.

SECTION TWO

STANDARD PROPOSAL INFORMATION

2.01

Authorized Signature

All proposals must be signed by an individual authorized to bind the offeror to the provisions of the RFP. Proposals must remain open and valid for at least ninety (90) days from the opening date.

2.02

Pre-proposal Conference

A pre-proposal conference will be held at 1:30 p.m., Alaska Time, on January 14, 2005 in Room 123 on the first floor of the Alaska Office Building in Juneau, Alaska. The purpose of the conference is to discuss the work to be performed with the prospective offerors and allow them to ask questions concerning the RFP. Questions and answers will be transcribed and sent to prospective offerors as soon as possible after the meeting.

Offerors with a disability needing accommodation should contact the procurement officer prior to the date set for the pre-proposal conference so that reasonable accommodation can be made.

2.03

Site Inspection

The State may conduct on-site visits to evaluate the offeror's capacity to perform the contract. An offeror must agree, at risk of being found non-responsive and having its proposal rejected, to provide the State reasonable access to relevant portions of its work sites. Site inspection will be made by individuals designated by the procurement officer at the State's expense.

2.04

Amendments to Proposals

Amendments to or withdrawals of proposals will only be allowed if acceptable requests are received prior to the deadline set for receipt of proposals. No amendments or withdrawals will be accepted after the deadline unless they are in response to the State's request in accordance with 2 AAC 12.290.

2.05

Supplemental Terms and Conditions

Proposals must comply with Section 1.11 **Right of Rejection**. However, if the state fails to identify or detect supplemental terms or conditions that conflict with those contained in this RFP or that diminish the State's rights under any contract resulting from the RFP, the term(s) or condition(s) will be considered null and void. After award of contract:

- a) if conflict arises between a supplemental term or condition included in the proposal

-
- b) and a term or condition of the RFP, the term or condition of the RFP will prevail; and if the State's rights would be diminished as a result of application of a supplemental term or condition included in the proposal, the supplemental term or condition will be considered null and void.

2.06

Clarification of Offers

In order to determine if a proposal is reasonably susceptible for award, communications by the procurement officer or the proposal evaluation committee are permitted with an offeror to clarify uncertainties or eliminate confusion concerning the contents of a proposal. Clarifications may not result in a material or substantive change to the proposal. The evaluation by the procurement officer or the proposal evaluation committee may be adjusted as a result of a clarification under this section.

2.07

Discussions with Offerors

The State may conduct discussions with offerors in accordance with AS 36.30.240 and 2 AAC 12.290. The purpose of these discussions will be to ensure full understanding of the requirements of the RFP and proposal. Discussions will be limited to specific sections of the RFP or proposal identified by the procurement officer. Discussions will only be held with offerors who have submitted a proposal deemed reasonably susceptible for award by the procurement officer. Discussions, if held, will be after initial evaluation of proposals by the PEC. If modifications are made as a result of these discussions they will be put in writing. Following discussions, the procurement officer may set a time for best and final proposal submissions from those offerors with whom discussions were held. Proposals may be reevaluated after receipt of best and final proposal submissions.

If an offeror does not submit a best and final proposal or a notice of withdrawal, the offeror's immediate previous proposal is considered the offeror's best and final proposal.

Offerors with a disability needing accommodation should contact the procurement officer prior to the date set for discussions so that reasonable accommodation can be made. Any oral modification of a proposal must be reduced to writing by the offeror.

2.08

Prior Experience

In order for offers to be considered responsive offerors must meet these minimum prior experience requirements.

- Offeror must include evidence in their proposal of three (3) years experience in creating long-term economic forecasting models.
- Offeror must provide evidence in their proposal of proficiency in the use of SPSS (Statistical Package for the Social Sciences) software.
- Offeror must include evidence in their proposal of one (1) year experience in the research and analysis of health care finance.
- Offeror must include evidence in their proposal of one (1) year experience in research and analysis of the Alaska economy.

An offeror's failure to meet these minimum prior experience requirements will cause their proposal to be considered non-responsive and their proposal will be rejected.

It is desirable, but **not required**, for offerors to meet these prior experience requirements.

- Offeror may provide evidence in their proposal of one (1) year experience in research and analysis of Medicaid costs and utilization.
- Offeror may provide evidence in their proposal of one (1) year experience in research and analysis of fee-for-service insurance programs.

2.09

Evaluation of Proposals

The procurement officer, or an evaluation committee made up of at least three State employees or public officials, will evaluate proposals. The evaluation will be based solely on the evaluation factors set out in Section SEVEN of this RFP.

After receipt of proposals, if there is a need for any substantial clarification or material change in the RFP, an amendment will be issued. The amendment will incorporate the clarification or change, and a new date and time established for new or amended proposals. Evaluations may be adjusted as a result of receiving new or amended proposals.

2.10

Vendor Tax ID

A valid Vendor Tax ID must be submitted to the issuing office with the proposal or within five days of the State's request.

2.11

F.O.B. Point

All goods purchased through this contract will be F.O.B. final destination. Unless specifically stated otherwise, all prices offered must include the delivery costs to any location within the State of Alaska.

2.12

Alaska Business License and Other Required Licenses

At the time the proposals are opened, all offerors must hold a valid Alaska business license and any necessary applicable professional licenses required by Alaska Statute. Offerors should contact the Department of Community and Economic Development, Division of Occupational Licensing, P. O. Box 110806, Juneau, Alaska 99811-0806, for information on these licenses. Offerors must submit evidence of a valid Alaska business license with the proposal. An offeror's failure to submit this evidence with the proposal will cause their proposal to be determined non-responsive. Acceptable evidence that the offeror possesses a valid Alaska business license may consist of any one of the following:

-
- (a) copy of an Alaska business license with the correct SIC code;
 - (b) certification on the proposal that the offeror has a valid Alaska business license and has included the license number in the proposal;
 - (c) a canceled check for the Alaska business license fee;
 - (d) a copy of the Alaska business license application with a receipt stamp from the State's occupational licensing office; or
 - (e) a sworn and notarized affidavit that the offeror has applied and paid for the Alaska business license.

2.13

Application of Preferences

Certain preferences apply to all contracts for professional services, regardless of their dollar value. The Alaskan Bidder and Offeror preferences are the two most common preferences involved in the RFP process. Additional preferences that may apply to this procurement are listed below. Guides that contain excerpts from the relevant statutes and codes, explain when the preferences apply and provide examples of how to calculate the preferences are available at the Department of Administration, Division of General Services' web site:

<http://www.state.ak.us/local/akpages/ADMIN/dgs/policy.htm>

Alaska Products Preference - AS 36.30.332
Recycled Products Preference - AS 36.30.337
Local Agriculture and Fisheries Products Preference - AS 36.15.050
Employment Program Preference - AS 36.30.170(c)
Alaskans with Disability Preference - AS 36.30.170 (e)
Employers of People with Disabilities Preference - AS 36.30.170 (f)

The Division of Vocational Rehabilitation in the Department of Labor and Workforce Development keeps a list of qualified employment programs; a list of individuals who qualify as persons with a disability; and a list of persons who qualify as employers with 50 percent or more of their employees being disabled. A person must be on this list at the time the bid is opened in order to qualify for a preference under this section.

As evidence of an individual's or a business' right to a certain preference, the Division of Vocational Rehabilitation will issue a certification letter. To take advantage of the Employment Program Preference, Alaskans with Disability Preference or Employers of People with Disabilities Preference described above, an individual or business must be on the appropriate Division of Vocational Rehabilitation list at the time the proposal is opened, and must provide the procurement officer a copy of their certification letter. Offerors must attach a copy of their certification letter to the proposal. The offeror's failure to provide the certification letter mentioned above with the proposal will cause the State to disallow the preference.

2.14

5 Percent Alaskan Bidder Preference

2 AAC 12.260 & AS 36.30.170

An Alaskan Bidder Preference of five percent will be applied prior to evaluation. The preference will be given to an offeror who:

- (a) holds a current Alaska business license;
- (b) submits a proposal for goods or services under the name on the Alaska business license;
- (c) has maintained a place of business within the State staffed by the offeror, or an employee of the offeror, for a period of six months immediately preceding the date of the proposal;
- (d) is incorporated or qualified to do business under the laws of the state, is a sole proprietorship and the proprietor is a resident of the state, is a limited liability company organized under AS 10.50 and all members are residents of the state, or is a partnership under AS 32.05 or AS 32.11 and all partners are residents of the state; and
- (e) if a joint venture, is composed entirely of entities that qualify under (a)-(d) of this subsection.

Alaskan Bidder Preference Affidavit

In order to receive the Alaskan Bidder Preference, proposals must include an affidavit certifying that the offeror is eligible to receive the Alaskan Bidder Preference.

2.15

Formula Used to Convert Cost to Points

AS 36.30.250 & 2 AAC 12.260

The distribution of points based on cost will be determined as set out in 2 AAC 12.260 (d). The lowest cost proposal will receive the maximum number of points allocated to cost. The point allocations for cost on the other proposals will be determined through the method set out below. In the generic example below, cost is weighted as 60% of the overall total score. The weighting of cost may be different in your particular RFP. See section SEVEN to determine the value, or weight of cost for this RFP.

EXAMPLE

Formula Used to Convert Cost to Points

[STEP 1]

List all proposal prices, adjusted where appropriate by the application of all applicable preferences.

Offeror #1	-	Non-Alaskan Offeror	\$40,000
Offeror #2	-	Alaskan Offeror	\$42,750
Offeror #3	-	Alaskan Offeror	\$47,500

[STEP 2]

Convert cost to points using this formula.

$$\frac{[(\text{Price of Lowest Cost Proposal}) \quad \times \quad (\text{Maximum Points for Cost})]}{(\text{Cost of Each Higher Priced Proposal})} = \text{POINTS}$$

The RFP allotted 60% (60 points) of the total of 100 points for cost.

Offeror #1 receives 60 points.

The reason they receive that amount is because the lowest cost proposal, in this case \$40,000, receives the maximum number of points allocated to cost, 60 points.

Offeror #2 receives 56.15 points.

$$\begin{array}{ccccccc} \$40,000 & \times & 60 & = & 2,800,000 & \div & \$42,750 & = & 56.15 \\ \text{LOWEST COST} & & \text{MAX POINTS} & & & & \text{OFFEROR \#2} & & \text{POINTS} \\ & & & & & & \text{ADJUSTED BY} & & \\ & & & & & & \text{THE APPLICATION OF} & & \\ & & & & & & \text{ALL APPLICABLE} & & \\ & & & & & & \text{PREFERENCES} & & \end{array}$$

Offeror #3 receives 58.6 points.

$$\begin{array}{ccccccc} \$40,000 & \times & 60 & = & 2,800,000 & \div & \$47,500 & = & 50.53 \\ \text{LOWEST COST} & & \text{MAX POINTS} & & & & \text{OFFEROR \#3} & & \text{POINTS} \\ & & & & & & \text{ADJUSTED BY} & & \\ & & & & & & \text{THE APPLICATION OF} & & \\ & & & & & & \text{ALL APPLICABLE} & & \\ & & & & & & \text{PREFERENCES} & & \end{array}$$

2.16

Alaskan Offeror's Preference AS 36.30.250 & 2 AAC 12.260

2 AAC 12.260(e) provides Alaskan offerors a 10 percent overall evaluation point preference. Alaskan Bidders, as defined in AS 36.30.170(b), are eligible for the preference. This preference will be added to the overall evaluation score of each Alaskan offeror. Each Alaskan offeror will receive 10 percent of the total available points added to their evaluation score as a preference.

EXAMPLE

Alaskan Offeror's Preference

[STEP 1]

Determine the number of points available to Alaskan offerors under the preference.

Total number of points available - 100 Points

$$\begin{array}{ccccccc} 100 & \times & 10\% & = & 10 \\ \text{Total Points} & & \text{Alaskan Offerors} & & \text{Number of Points} \\ \text{Available} & & \text{Percentage Preference} & & \text{Given to Alaskan Offerors} \\ & & & & \text{Under the Preference} \end{array}$$

[STEP 2]

Add the preference points to the Alaskan offers. There are three offerors; Offeror #1, Offeror #2, and Offeror #3. Offeror #2 and Offeror #3 are eligible for the Alaskan Offeror's Preference. For the purpose of this example presume that all of the proposals have been completely evaluated based on the evaluation criteria in the RFP. Their scores at this point are:

Offeror #1 - 89 points
Offeror #2 - 80 points
Offeror #3 - 88 points

Offeror #2 and Offeror #3 each receive 10 additional points. The final scores for all of the offers are:

*Offeror #1 - **89 points***
*Offeror #2 - **90 points***
*Offeror #3 - **98 points***

Offeror #3 is awarded the contract.

2.17

Contract Negotiation

2 AAC 12.315 CONTRACT NEGOTIATIONS. After final evaluation, the procurement officer may negotiate with the offeror of the highest-ranked proposal. Negotiations, if held, shall be within the scope of the request for proposals and limited to those items which would not have an effect on the ranking of proposals. If the highest-ranked offeror fails to provide necessary information for negotiations in a timely manner, or fails to negotiate in good faith, the State may terminate negotiations and negotiate with the offeror of the next highest-ranked proposal.

If the contract negotiations take place via teleconference or in Juneau, Alaska. The offeror will be responsible for their travel and per diem expenses.

2.18

Failure to Negotiate

If the selected offeror

- fails to provide the information required to begin negotiations in a timely manner; or
- fails to negotiate in good faith; or
- indicates they cannot perform the contract within the budgeted funds available for the project; or
- if the offeror and the State, after a good faith effort, simply cannot come to terms,

the State may terminate negotiations with the offeror initially selected and commence negotiations with the next highest ranked offeror.

2.19

Notice of Intent to Award (NIA) — Offeror Notification of Selection

After the completion of contract negotiation the procurement officer will issue a written Notice of Intent to Award (NIA) and send copies to all offerors. The NIA will set out the names of all offerors and identify the proposal selected for award.

2.20

Protest

AS 36.30.560 provides that an interested party may protest the content of the RFP.

An interested party is defined in 2 AAC 12.990(a)(7) as "an actual or prospective bidder or offeror whose economic interest might be affected substantially and directly by the issuance of a contract solicitation, the award of a contract, or the failure to award a contract."

If an interested party wishes to protest the content of a solicitation, the protest must be received, in writing, by the procurement officer at least ten days prior to the deadline for receipt of proposals.

AS 36.30.560 also provides that an interested party may protest the award of a contract or the proposed award of a contract.

If an offeror wishes to protest the award of a contract or the proposed award of a contract, the protest must be received, in writing, by the procurement officer within ten days after the date the Notice of Intent to Award the contract is issued.

A protester must have submitted a proposal in order to have sufficient standing to protest the proposed award of a contract. Protests must include the following information;

- (a) the name, address, and telephone number of the protester;
- (b) the signature of the protester or the protester's representative;
- (c) identification of the contracting agency and the solicitation or contract at issue;
- (d) a detailed statement of the legal and factual grounds of the protest including copies of relevant documents; and
- (e) the form of relief requested.

Protests filed by telex or telegram are not acceptable because they do not contain a signature. Fax copies containing a signature are acceptable.

The procurement officer will issue a written response to the protest. The response will set out the procurement officer's decision and contain the basis of the decision within the statutory time limit in AS 36.30.580. A copy of the decision will be furnished to the protester by certified mail, fax or another method that provides evidence of receipt.

All offerors will be notified of any protests. The review of protests, decisions of the procurement officer, appeals, and hearings, will be conducted in accordance with the State Procurement Code (AS 36.30), Article 8 " Legal and Contractual Remedies."

SECTION THREE STANDARD CONTRACT INFORMATION

3.01 Contract Type

This contract is a firm fixed price contract.

3.02 Contract Approval

This RFP does not, by itself, obligate the State. The State's obligation will commence when the contract is approved by the Commissioner of the Department of Health and Social Services, or the Commissioner's designee. Upon written notice to the contractor, the State may set a different starting date for the contract. The State will not be responsible for any work done by the contractor, even work done in good faith, if it occurs prior to the contract start date set by the State.

3.03 Standard Contract Provisions

The contractor will be required to sign and submit the attached State's Standard Agreement Form for Professional Services Contracts (form 02-093/Appendix A). The contractor must comply with the contract provisions set out in this attachment. No alteration of these provisions will be permitted without prior written approval from the Department of Law. Objections to any of the provisions in Appendix A must be set out in the offeror's proposal.

3.04 Proposal as a Part of the Contract

Part or all of this RFP and the successful proposal may be incorporated into the contract.

3.05 Additional Terms and Conditions

The State reserves the right to add terms and conditions during contract negotiations. These terms and conditions will be within the scope of the RFP and will not affect the proposal evaluations.

3.06 Insurance Requirements

The successful offeror must provide proof of workers' compensation insurance prior to contract approval. The successful offeror must secure the insurance coverage required by the State. The coverage must be satisfactory to the Department of Administration Division of Risk Management. An offeror's failure to provide evidence of such insurance coverage is a material breach and grounds for withdrawal of the award or termination of the contract.

Offerors must review form APPENDIX B1 , attached, for details on required coverage.

3.07

Bid Bond - Performance Bond - Surety Deposit

Not applicable

3.08

Contract Funding

Payment for the contract is subject to funds already appropriated and identified.

3.09

Proposed Payment Procedures

The State will make payments based on a negotiated payment schedule. Each billing must consist of an invoice and progress report. No payment will be made until the progress report and invoice have been approved by the project director.

3.10

Contract Payment

No payment will be made until the contract is approved by the Commissioner of the Department of Health and Social Services, or the Commissioner's designee. Under no conditions will the State be liable for the payment of any interest charges associated with the cost of the contract.

The State is not responsible for and will not pay local, state, or federal taxes. All costs associated with the contract must be stated in U.S. currency.

3.11

Informal Debriefing

When the contract is completed, an informal debriefing may be performed at the discretion of the project director. If performed, the scope of the debriefing will be limited to the work performed by the contractor.

3.12

Contract Personnel

Any change of the project team members named in the proposal must be approved, in advance and in writing, by the project director. Personnel changes that are not approved by the State may be grounds for the State to terminate the contract.

3.13

Inspection & Modification - Reimbursement for Unacceptable Deliverables

The contractor is responsible for the completion of all work set out in the contract. All work is subject to inspection, evaluation, and approval by the project director. The State may employ all reasonable means to ensure that the work is progressing and being performed in compliance with the contract. Should the project director determine that corrections or modifications are necessary in order to accomplish its intent, the project director may direct the contractor to make such changes. The contractor will not unreasonably withhold such changes.

Substantial failure of the contractor to perform the contract may cause the State to terminate the contract. In this event, the State may require the contractor to reimburse monies paid (based on the identified portion of unacceptable work received) and may seek associated damages.

3.14

Termination for Default

If the project director determines that the contractor has refused to perform the work or has failed to perform the work with such diligence as to ensure its timely and accurate completion, the State may, by providing written notice to the contractor, terminate the contractor's right to proceed with part or all of the remaining work.

This clause does not restrict the State's termination rights under the contract provisions of Appendix A, attached.

3.15

Liquidated Damages

Not applicable.

3.16

Contract Changes - Unanticipated Amendments

During the course of this contract, the contractor may be required to perform additional work. That work will be within the general scope of the initial contract. When additional work is required, the project director will provide the contractor a written description of the additional work and request the contractor to submit a firm time schedule for accomplishing the additional work and a firm price for the additional work. Cost and pricing data must be provided to justify the cost of such amendments per AS 36.30.400.

The contractor will not commence additional work until the project director has secured any required State approvals necessary for the amendment and issued a written contract amendment, approved by the Commissioner of the Department of Health and Social Services, or the Commissioner's designee.

3.17

Contract Invalidation

If any provision of this contract is found to be invalid, such invalidation will not be construed to invalidate the entire contract.

SECTION FOUR BACKGROUND INFORMATION

4.01 Background Information

Background information concerning this project is as follows;

Medicaid is America's largest program providing medical services to families in need. Over 125,000 Alaskans were enrolled in the state's Medicaid program at a cost of more than \$800 million for state fiscal year (FY) 2004.

The Department is facing tremendous fiscal challenges to reduce use of the state general fund while maintaining services. The Department needs to achieve savings while protecting services, access to care and eligibility for clients – as well as protecting rates for Medicaid providers. Much of the reductions in the use of the state general fund will be accomplished by aggressive cost containment, finding efficiencies and refinancing – that is, shifting costs from the general fund to other funding sources. Prior to FY2004 a single division was responsible for Medicaid services, while funds were controlled in another. In FY2004, the Department reorganized and decentralized Medicaid services and funds, distributing them among four divisions while control of the budget remained in the centralized budget section. As part of the reorganization, the Department created a dedicated unit within the centralized budget section that focuses on Medicaid budget projections and monitoring (Medicaid Budget Group).

To identify areas of opportunity, and be proactive, the Department needs a long-range outlook of the costs and utilization for Medicaid. Currently there is no long-term forecast, only short-term forecasts of one to two years. The Medicaid Budget Group is responsible for forecasting the Medicaid budget and needs an accurate forecasting model that can be updated and maintained with current staff resources. Even a small error in forecasting can amount to a substantial amount of money. A one percent error in forecasting the Medicaid budget translates into millions of dollars. The forecasts will generally be used for budget planning purposes. Any model must have a high degree of certainty and accuracy with a minimum amount of bias. A one-time appropriation was made to develop the forecasting model and prepare the initial forecast, which requires the Department to seek outside assistance in order to prepare a quality product and meet the desired timeframe.

Currently, there are four divisions providing Medicaid services in 19 categories (e.g. hospital services, psychiatric services, children's services, dental service). A separate forecast for each division and category of service is required because each has a different mix of consumers, services and funding options. This means that the model will be comprised of many forecasts. The categories of service will change with the implementation of a new Medicaid management information system. Forecasting models should be designed with enough flexibility to realign divisions and categories in the future. The Department has already invested in SPSS software for statistical analysis. All forecast models must use SPSS.

General background information on the state's Medicaid program is available from DHSS Division of Health Care Services' Publications and Reports website at <http://www.hss.state.ak.us/dhcs/publicat.htm>. Background information on the state's budget can be found in the FY2005 Budget Overview at <http://www.hss.state.ak.us/das/budget/pdfs/fy2005overview.pdf>

SECTION FIVE SCOPE OF WORK

5.01 Scope of Work

This project is for technical assistance in the definition and development of a Medicaid long-term forecasting model and report on the long-term outlook for Medicaid. This is a two-phase project.

In the first phase, the contractor will identify trends (e.g. demographics, economics, politics, technologies, health care services, epidemiology, etc.) that influence Medicaid spending and utilization. Using these indicators, and following accepted statistical methods and econometric theory, the contractor will construct a computer-forecasting model using SPSS (Statistical Package for the Social Sciences) software. The contractor will use the model to predict future entitlement growth and related spending in the Medicaid program for 5, 10, 15 and 20 years into the future. The model should contain mechanisms for testing multiple scenarios.

The contractor will install the model and train Department staff in its use and maintenance and provide their methodology, formulas, and a detailed procedure manual for the model.

In the second phase, the contractor will prepare a confidential report using results from the first long-term forecast and recommend changes to the Medicaid program's current statutes, regulations, and policies to limit growth in state-funded Medicaid costs. The contractor will present their findings in person to Health and Social Services staff.

5.02 Deliverables

The contractor, working in cooperation with the project director, will be required to provide the following deliverables;

Phase I: Development of a long-term economic forecasting model for Medicaid

- **Task 1: Compile a database of Medicaid-related indicators**
The forecast will be based on historical data gathered into an electronic database in a format ready for use by SPSS or easily imported into SPSS. The most important component of this project will be the development of a comprehensive source of key indicators which can be periodically updated. Data sources include, but are not limited to, Medicaid claims payment data, population and household demographics, employment and labor market information, poverty and income statistics, epidemiologic data, health care costs and utilization, economic indicators (GSP, CPI, PPI, and results of health-related studies). The contractor will collect information until the database contains key indicator data for each of the categories of service. Data may be international, national, state, or local as applicable. If available, data and trends should be researched for Alaska rather than at the national level. The source of each indicator must be documented.
- **Task 2: Develop forecasting models for each category of service**

The long-term Medicaid forecast is based on forecasts for each of 19 categories of service and 4 broad eligibility groups. The contractor will develop, test, and calibrate individual category of service models following accepted statistical methods and econometric theory. The models are based on the Medicaid-related indicators database developed in Task 1 and a detailed understanding of Medicaid, health care finance, and the Alaskan economy. Currently, there are four divisions providing Medicaid services in 19 categories. Each serves a mix of clients in 4 broad groups: children, adults, elderly, and blind/disabled. A separate forecast for each division and category of service is required because each has a different combination of consumers, services and funding options. This means that the final model will be comprised of many forecasts. It is anticipated that categories of service will change with the implementation of a new Medicaid management information system. Forecasting models should be designed with enough flexibility to realign divisions and categories in the future. The model should contain mechanisms for testing multiple scenarios. All forecast models must use SPSS software.

While most categories lend themselves to generalized forecasting models, econometric models may be appropriate for other categories. The contractor must select the method that produces the most accurate, reliable forecast with a minimum of bias. The contractor must prepare a report on the process used for choosing the final forecasting method and provide complete documentation of the methodology.

- **Task 3: Produce 5, 10, and 20-year forecasts for each category of service.**

Using the models developed in Task 2, the contractor will develop forecasts for each category of service. This task will result in customized high, middle, and low forecasts for 19 categories and 4 broad eligibility groups. The contractor will prepare a technical memorandum of the preliminary forecasts devoting approximately four pages to each category. The contractor will also compute division and overall forecasts to check and validate the individual category forecasts. Division and overall forecasts will not dictate the category-level forecast but will be used as a benchmark and will be incorporated into the final model.

- **Task 4: Installation, training and documentation.**

In addition to the report and documentation provided in Task 2, the contractor must provide three copies of a detailed, step-by-step procedure manual for updating the models and producing future forecasts. The contractor will install the forecasting model on three Department computers and provide the model's programming syntax on CD-ROM. Additionally, the contractor will train Department staff on how to use and maintain the models in an on-site workshop.

Phase II: Report on the long-term outlook for Medicaid in Alaska

- **Task 5: Produce an analysis of the Medicaid program in Alaska in 5, 10 and 20 years.**

The consultant will analyze the indicator data from Task 1; the results of the forecasts from Task 3; a review of current statutes, Department policies and regulations; and the contractor's detailed understanding of the Medicaid program, health care finance, health care trends, the Alaska economy, demographic trends, and socio-political trends to produce an analysis of the future of Medicaid in Alaska 5, 10 and 20 years into the future. The report should identify ways the Department can mitigate future growth in Medicaid, including cost controlling measures and revenue enhancements. A cost-benefit analysis of the top suggestions should be included. The analysis will be in the form of a report presenting the forecast results with projections of costs and utilization, an estimate of the fiscal impact of policy changes, and recommendations for controlling costs and increasing revenues. The report produced will be the property of the State of Alaska and will remain confidential.

- **Task 6: Presentation of the long-term outlook report.**

Near the end of the project, the consultant will coordinate with the project director to present their findings and recommendations to executive-level and other appropriate Department staff at a meeting in Juneau, Alaska. The consultant will provide copies of the report and any supplemental materials developed for the presentation such as charts, handouts, or slide show.

SECTION SIX PROPOSAL FORMAT AND CONTENT

6.01 Proposal Format and Content

The State discourages overly lengthy and costly proposals, however, in order for the State to evaluate proposals fairly and completely, offerors must follow the format set out in this RFP and provide all information requested.

6.02 Introduction

Proposals must include the complete name and address of offeror's firm and the name, mailing address, and telephone number of the person the State should contact regarding the proposal.

Proposals must confirm that the offeror will comply with all provisions in this RFP; and, if applicable, provide notice that the firm qualifies as an Alaskan bidder. Proposals must be signed by a company officer empowered to bind the company. An offeror's failure to include these items in the proposals may cause the proposal to be determined to be non-responsive and the proposal may be rejected.

6.03 Understanding of the Project

Offerors must provide comprehensive narrative statements that illustrate their understanding of the requirements of the project and the project schedule.

6.04 Methodology Used for the Project

Offerors must provide comprehensive narrative statements that set out the methodology they intend to employ and illustrate how the methodology will serve to accomplish the work and meet the State's project schedule.

6.05 Management Plan for the Project

Offerors must provide comprehensive narrative statements that set out the management plan they intend to follow and illustrate how the plan will serve to accomplish the work and meet the State's project schedule.

6.06 Experience and Qualifications

Offerors must provide an organizational chart specific to the personnel assigned to accomplish the work called for in this RFP; illustrate the lines of authority; designate the individual responsible and accountable for the completion of each component and deliverable of the RFP.

Offerors must provide evidence that they meet the minimum responsiveness criteria listed in 2.08 Prior Experience or their proposal will be found non-responsive.

Offerors must provide a narrative description of the organization of the project team and a personnel roster that identifies each person who will actually work on the contract and provide the following information about each person listed:

- (a) title,
- (b) resume,
- (c) location(s) where work will be performed,
- (d) itemize the total cost and the number of estimated hours for each individual named above.

Offerors must provide reference names and phone numbers for similar projects the offeror's firm has completed.

In order for offerors to be considered responsive, they must meet the minimum prior experience requirements set out in Section 2.08.

6.07 Cost Proposal

Cost proposals must include all direct and indirect costs associated with the performance of the contract, including, but not limited to, total number of hours at various hourly rates, direct expenses, payroll, supplies, overhead assigned to each person working on the project, percentage of each person's time devoted to the project, and profit.

6.08 Evaluation Criteria

All proposals will be reviewed to determine if they are responsive. They will then be evaluated using the criteria set out in Section SEVEN.

An evaluation may not be based on discrimination due to the race, religion, color, national origin, sex, age, marital status, pregnancy, parenthood, disability, or political affiliation of the offeror.

A proposal shall be evaluated to determine whether the offeror responds to the provisions, including goals and financial incentives, established in the request for proposals in order to eliminate and prevent discrimination in State contracting because of race, religion, color, national origin, sex, age, marital status, pregnancy, parenthood, or disability.

SECTION SEVEN EVALUATION CRITERIA AND CONTRACTOR SELECTION

**THE TOTAL NUMBER OF POINTS USED
TO SCORE THIS CONTRACT IS 100**

7.01 Understanding of the Project (5 Percent)

Proposals will be evaluated against the questions set out below:

- [a] Has the offeror demonstrated a thorough understanding of the purpose and scope of the project?
- [b] How well has the offeror identified pertinent issues and potential problems related to the project?
- [c] Has the offeror demonstrated an understanding of the deliverables the State expects it to provide?
- [d] Has the offeror demonstrated an understanding of the State's time schedule and can meet it?

7.02 Methodology Used for the Project (5 Percent)

Proposals will be evaluated against the questions set out below:

- [a] Does the methodology depict a logical approach to fulfilling the requirements of the RFP?
- [b] Does the methodology match and achieve the objectives set out in the RFP?
- [c] Does the methodology interface with the time schedule in the RFP?

7.03 Management Plan for the Project (10 Percent)

Proposals will be evaluated against the questions set out below:

- [a] How well does the management plan support all of the project requirements and logically lead to the deliverables required in the RFP?

-
- [b] How well is accountability completely and clearly defined?
 - [c] Is the organization of the project team clear?
 - [d] How well does the management plan illustrate the lines of authority and communication?
 - [e] To what extent does the offeror already have the hardware, software, equipment, and licenses necessary to perform the contract?
 - [f] Does it appear that the offeror can meet the schedule set out in the RFP?
 - [g] Has the offeror gone beyond the minimum tasks necessary to meet the objectives of the RFP?
 - [h] Is the proposal practical, feasible, and within budget?
 - [i] How well have any potential problems been identified?
 - [j] Is the proposal submitted responsive to all material requirements in the RFP?

7.04

Experience and Qualifications (10 Percent)

Proposals will be evaluated against the questions set out below:

Questions regarding the personnel:

- [a] Do the individuals assigned to the project have experience on similar projects?
- [b] Are resumes complete and do they demonstrate backgrounds that would be desirable for individuals engaged in the work the project requires?
- [c] How extensive is the applicable education and experience of the personnel designated to work on the project?

Questions regarding the firm:

- [d] How well has the firm demonstrated experience in completing similar projects on time and within budget?
- [e] How successful is the general history of the firm regarding timely and successful completion of projects?
- [f] Has the firm provided letters of reference from previous clients?
- [g] If a subcontractor will perform work on the contract, how well do they measure up to the evaluation used for the offeror?
- [h] Has the offeror provided evidence in their proposal of three (3) years experience in creating long-term economic forecasting models?
- [i] Has the offeror provided evidence in their proposal of proficiency in the use of SPSS (Statistical Package for the Social Sciences) software?

-
- [j] Has the offeror provided evidence in their proposal of one (1) year experience in the research and analysis of health care finance?
 - [k] Has the offeror provided evidence in their proposal of one (1) year experience in research and analysis of the Alaska economy?
 - [l] Has the offeror provided evidence in their proposal of one (1) year experience in research and analysis of Medicaid costs and utilization?
 - [m] Has the offeror provided evidence in their proposal of one (1) year experience in research and analysis of fee-for-service insurance programs?

7.05

Contract Cost (60 Percent)

Overall, a minimum of **60%** of the total evaluation points will be assigned to cost. The cost amount used for evaluation may be affected by one or more of the preferences referenced under Section 2.13.

Converting Cost to Points

The lowest cost proposal will receive the maximum number of points allocated to cost. The point allocations for cost on the other proposals will be determined through the method set out in Section 2.15.

7.06

Alaskan Offeror's Preference (10 Percent)

If an offeror qualifies for the Alaskan Bidder Preference, the offeror will receive an Alaskan Offeror's Preference. The preference will be 10 percent of the total available points. This amount will be added to the overall evaluation score of each Alaskan offeror.

SECTION EIGHT ATTACHMENTS

8.01 Attachments

Attachments

1. Proposal Evaluation Form
2. Standard Agreement Form
3. Appendix A
4. Appendix B1

PROPOSAL EVALUATION FORM

All proposals will be reviewed for responsiveness and then evaluated using the criteria set out herein.

Person or Firm Name _____

Name of Proposal Evaluation (PEC) Member _____

Date of Review _____

RFP Number _____

EVALUATION CRITERIA AND SCORING

THE TOTAL NUMBER OF POINTS USED TO SCORE THIS CONTRACT IS 100

7.01 Understanding of the Project—5 Percent

Maximum Point Value for this Section - 5 Points

100 Points x 5 Percent = 5 Points

Proposals will be evaluated against the questions set out below.

[a] Has the offeror demonstrated a thorough understanding of the purpose and scope of the project?

EVALUATOR'S NOTES _____

[b] How well has the offeror identified pertinent issues and potential problems related to the project?

EVALUATOR'S NOTES _____

[c] Has the offeror demonstrated an understanding of the deliverables the State expects it to provide?

EVALUATOR'S NOTES _____

[d] Has the offeror demonstrated an understanding of the State's time schedule and can meet it?

EVALUATOR'S NOTES _____

EVALUATOR'S POINT TOTAL FOR 7.01 _____

7.02 Methodology Used for the Project—5 percent

Maximum Point Value for this Section - 5 Points

100 Points x 5 Percent = 5 Points

Proposals will be evaluated against the questions set out below.

[a] Does the methodology depict a logical approach to fulfilling the requirements of the RFP?

EVALUATOR'S NOTES _____

[b] Does the methodology match and achieve the objectives set out in the proposal?

EVALUATOR'S NOTES _____

[c] Does the methodology interface with the time schedule in the proposal?

EVALUATOR'S NOTES _____

EVALUATOR'S POINT TOTAL FOR 7.02 _____

7.03 Management Plan for the Project—10 Percent

Maximum Point Value for this Section - 10 Points

100 Points x 10 Percent = 10 Points

Proposals will be evaluated against the questions set out below.

[a] How well does the management plan support all of the project requirements and logically lead to the deliverables required in the RFP?

EVALUATOR'S NOTES _____

[b] How well is accountability completely and clearly defined?

EVALUATOR'S NOTES _____

[c] Is the organization of the project team clear?

EVALUATOR'S NOTES _____

[d] How well does the management plan illustrate the lines of authority and communication?

EVALUATOR'S NOTES _____

[e] To what extent does the offeror already have the hardware, software, equipment, and licenses necessary to perform the contract?

EVALUATOR'S NOTES _____

[f] Does it appear that offeror can meet the schedule set out in the RFP?

EVALUATOR'S NOTES _____

[g] Has the contractor gone beyond the minimum tasks necessary to meet the objectives of the RFP?

EVALUATOR'S NOTES _____

[h] Is the proposal practical, feasible, and within budget?

EVALUATOR'S NOTES _____

[i] Have any potential problems been identified?

EVALUATOR'S NOTES _____

[j] Is the proposal submitted responsive to all material requirements in *the RFP*?

EVALUATOR'S NOTES _____

EVALUATOR'S POINT TOTAL FOR 7.03 _____

7.04 Experience and Qualifications—10 Percent

Maximum Point Value for this Section - 10 Points
100 Points x 10 Percent = 10 Points

Proposals will be evaluated against the questions set out below.

Questions regarding the personnel:

[a] Do the individuals assigned to the project have experience on similar projects?

EVALUATORS NOTES

[b] Are resumes complete and do they demonstrate backgrounds that would be desirable for individuals engaged in the work the project requires?

EVALUATORS NOTES

[c] How extensive is the applicable education and experience of the personnel designated to work on the project?

EVALUATORS NOTES

Questions regarding the firm:

[d] How well has the firm demonstrated experience in completing similar projects on time and within budget?

EVALUATORS NOTES

[e] How successful is the general history of the firm regarding timely and successful completion of projects?

EVALUATORS NOTES

[f] Has the firm provided letters of reference from previous clients?

EVALUATORS NOTES

[g] If a subcontractor will perform work on the contract, how well do they measure up to the evaluation used for the offeror?

EVALUATORS NOTES

[h] Has the offeror provided evidence in their proposal of one (1) year experience in research and analysis of Medicaid costs and utilization?

EVALUATORS NOTES

[i] Has the offeror provided evidence in their proposal of one (1) year experience in research and analysis of fee-for-service insurance programs?

EVALUATOR'S POINT TOTAL FOR 7.04

7.05 Contract Cost — 60 Percent

Maximum Point Value for this Section - 60 Points

100 Points x 60 Percent = 60 Points

Overall, a minimum of 60 percent of the total evaluation points will be assigned to cost. The cost amount used for evaluation may be affected by one or more of the preferences referenced under Section 2.13.

Converting Cost to Points

The lowest cost proposal will receive the maximum number of points allocated to cost. The point allocations for cost on the other proposals will be determined through the method set out in Section 2.15.

EVALUATOR'S POINT TOTAL FOR 7.05

7.06 Alaska Preference — 10 Percent

Alaskan Bidders receive a 10 Percent overall evaluation point preference.

Point Value for Alaskan Bidders in this Section -- 10 Points

100 Points x 10 Percent = 10 Points

If an offeror qualifies for the Alaskan Bidder Preference, the offeror will receive an Alaskan Offeror's Preference. The preference will be 10 percent of the total available points. This amount will be added to the overall evaluation score of each Alaskan offeror.

EVALUATOR'S POINT TOTAL FOR 7.06 (either 0 or 10)

EVALUATOR'S COMBINED POINT TOTAL FOR ALL SECTIONS
