**STATE OF CONNECTICUT**
OFFICE OF THE HEALTHCARE ADVOCATE
HEALTH INFORMATION TECHNOLOGY OFFICE

**REQUEST FOR QUOTATION (RFQ) FOR HEALTH INFORMATION TECHNOLOGY CONSULTING SERVICES**
FIFTH Addendum

Release Date: 10/30/2017

1. In the Statement of Respondents Qualifications section [page 15], the RFQ requests "Describe the scope of work of contracts held by the organization in the past 5 years and specific associated achievements". Does the State expect the same list of engagements here as to what is provided in our response to the engagements list being requested in the References section??

   Response: References should be a list, where qualifications may be a narrative of actual work performed.

2. This section [References, page 15] requests "a list of public and private clients for whom the organization has provided services similar to those described in the RFQ, with a description of services provided". Our firm has more than 20 years of relevant experience, should we list all relevant engagements over the past 20 years or for a shorter duration of time like the 5 year timeframe requested in "Statement of Respondents' Qualification"?

   Response: A current timeframe and public and private client list will suffice.

3. Will the Evaluation Team score those vendors who can provide all 4 service areas more favorably than a vendor who is proposing on less than 4 service areas?

   Response: No, see earlier answers as well.

4. We cannot find notice of these changes: "To clarify, Section 2.2: eCQM Specific Tasks 3, 6, 7, 11, and 12 are deleted; Section 2.3: HIE Specific Tasks 6 is to be removed from Section 2.3 and moved under Section 2.2 and number it Task 15; Section 2.3, Task 7-c remove "eCQM", which will be covered under Section 2.3; and Section 2.3, Task 9-e remove and add it to Section 2.2 as Task 13-c." Where is the official notice of these changes?

   Response: Please see Addendum #4, Question #32.

5. Who is the contracting officer / client contact for this engagement?

   Response: All contact can be made through the HITO@ct.gov address.

6. **How will the responses be scored? Will all sections in RFQ 3.2 be considered in the scoring of the responses?**

   Response: We cannot go into detail on how the RFQ will be scored. All sections will be considered.

7. **Should the response include narrative describing scope / approach? If so, where should the scope / approach be included and how will the scope / approach be evaluated and scored?**

   Response: See question #6 above.

8. **Under the References header in Section 3.2, the RFQ states, "All responses must include references from at least (3) of the Respondent's clients who have utilized the organization on matters related to the respective service categories…" Please clarify whether reference contact information will suffice?**

   Response: Yes. Under the references section, data must include name, address and telephone number.

9. **Are the Categories in the Budget Template correct? The Template refers to "Clinical Quality Metrics/ Data Analytics". Is it supposed to refer to Service Area 2, eCQM?**

   Response: Yes. Service areas 1-4 should be used.

10. **Can you provide more details on the needs narrative as described in the Third Addendum? What will be required beyond the traditional resumes?**

    Response: See Addendum #3, question #25. The "Statement of Respondent's Qualification" section is a narrative to include a description of the scope of work, of contracted work within the past 5 years, that the Respondents feel will best show their qualifications for each of the service area(s) being proposed. The "References" section is for Respondents to provide at least three (3) clients as references for each of the service area(s) proposed.

11. **The requirement for Staff Qualifications for "a minimum of two references for each, including names of organizations and phone numbers for recently completed projects of similar scope" appears to be a new requirements beyond what was in the original RFP. Are the respondents expected to reply with references with the proposal or at time of contract?**

    Response: Yes, references are required at time of application.

12. **What's the difference between Billing Rates and Structure in Section 3.2 and the Budget Template? The data requirements appear to be the same.**

Response: They can be the same.

13. Section 3.2 states: "All responses must include references from at least (3) of the Respondent's clients who have utilized the organization on matters related to the respective service categories for which the Respondent desires to be selected."
    Does this infer that 3 references are required per service category; i.e. if we are responding to 3 services categories, do we need a total of 9 references?

    Response: Yes, include names for each service area, although they can be the same reference.