

Questions Concerning AHIM RFP

Question

Answer

Executive Director Questions

1	Is AHIM requesting an individual person that would serve as an interim, on-the-ground Executive Director?	Not necessarily. The AHIM Board is requesting an individual or a group of individuals to handle AHIM Executive Director responsibilities. Please see the answer to question three for the Executive Director posting.
2	Would AHIM consider awarding the contract in full or in part (i.e. will AHIM consider proposals that provide services to the AHIM Executive Director but do not include providing the services of an interim Executive Director)?	Yes
3	Can AHIM elaborate on the request of the offeror "provide the services of an Executive Director" as referenced at the bottom of Page 2? Can AHIM please provide some detail with respect to the potential requirements for an interim Executive Director. Would this person have to be on-site all the time? Could this person work off-site? Any specific stipulations or requirements?	Responders should prepare a proposal for consideration by the AHIM Board for the services of an Executive Director, working at least part-time in the Little Rock area. Please see (http://arhim.arkansas.gov/news/detail/press-release) for the Executive Director position posting.
4	In the absence of a permanently hired Executive Director, will the Board designate one person or a small committee for the vendor to work with as representing the client? If yes, is that person/committee known at this time?	The vendor should expect to work with AHIM Board members.
5	In the event that a temporary Executive Director is supplied by the vendor will the vendor's selected individual need to be located full-time in Little Rock?	No
6	If a respondent cannot provide an interim Director would this disqualify the respondent or impact their score?	No

Clairifications Concerning Wording/Limits/Length of Contract

7	Will the successful offeror have an opportunity to negotiate the terms and conditions of the contract resulting from this RFP	Yes
8	Would the State consider "attachments" as part of the 20 pg. limit for this response? If not, can the following items be included as such? *Resumes *References *Cost	The length of RFP responses is to be 20 pages in total.
9	Is the 20 page proposal submission limit intended to be inclusive of all attachments (example: resumes) and cover pages?	
10	Can you please provide some additional detail with respect to the 20 page limitation. Does the 20 pages include entire response (Table of contents, Intro, References, Bio's, Appendices, etc.)	
11	Can you please provide some more detail with respect to the reference requirements? Name, Address, Phone, Date of work, etc?	Provide standard reference information.

12	Can references include other work a respondent has performed for the State of Arkansas?	Yes
13	How much weight will be applied to the cost component of the response?	Undetermined at this time.
14	Do you have an anticipated duration for this project?	The anticipated duration of this contract is six months, with up to three six-month extensions at the discretion of the AHIM Board.
15	We note that the proposal is due on Monday February 17th, a federal holiday. Due to the holiday and the overnight submission schedules, is it possible to push the deadline back by 1 day--to the 18th?	Responses to the proposals will be due by 12:00 pm CST on Tuesday, February 18.
16	The due date for this response is currently scheduled for 2/17/14, a state holiday. Will the State be rescheduling this response?	
17	Does the State intend to administer the oral presentations within the existing Board meeting scheduled for 2/21/14	The AHIM Board anticipates onsite presentations for selected finalists on February 26, 2014.
18	Has AHIM or Arkansas done any studies recently of the small-group and non-group insurance markets, the uninsured in Arkansas, or other analyses in preparation for launching their exchange?	The AHIM Board has not undertaken any studies at this time.
19	On page 3, in Vendor Qualifications, AHIM requests that vendors have "Program management Experience". Can AHIM further define "program management" and AHIM's expectations for on-site support?	Please see the section titled, "Vendor Qualifications" on page three of the RFP.
20	Is there a budget cap for the initial six-month engagement?	Not at this time.

Future/Previous Work of Board

21	Is it known at this time if the Exchange will be performing any of the following services: Qualified Health Plan (QHP) certification and re-certification, plan monitoring activities, and continuity of health insurance coverage issues?	Unknown at this time.
22	Has AHIM contracted with any vendors for IT system design and development?	No.
23	What level and kinds of outreach and advertising efforts were undertaken in Arkansas for the 2013/14 open enrollment period?	The AHIM Board has not undertaken any outreach or advertising efforts.
24	Has Arkansas/AHIM developed job descriptions and/or an organization chart for its staffing, by-laws or rules for its Board of Directors, office space, website domains, budgets, bank accounts, a name, etc. for its exchange?	See the AHIM Board website at http://arhim.arkansas.gov
25	Was a vendor used to help write the previous level one grant application(s) and, if so, who was the vendor?	The AHIM Board was involved in the drafting of the Level One E grant submitted on November 14, 2013 with the assistance of First Data.

Misc.

26	Can the State explain where offerors can obtain a copy of Act 1500 of 2013 "An Act to Enact the Arkansas Health Insurance Exchange marketplace; To Promote Competition Among Health Insurance Carriers; To Decrease The Cost of Health Insurance; To Declare an Emergency; And for Other Purposes"?	A copy of Act 1500 of 2013 can be obtained at http://arhim.arkansas.gov
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