

RFP Section Referenced	Page	Questions	Answers
3.2.4		Section 3.2.4 indicates the bidder shall address each deliverable as listed in Section 1.3. Sections 1.3.2 – 1.3.3 and its associated subsections describe Agency obligation. Are bidders expected to provide a response to these sections? Or are responses required only for Section 1.3.1 and its associated subsections?	Please tell us how you will address each subsection within Section 1.3.1. This would include Task Area 1.3.1.1 A-E, Task Area 1.3.1.2 A-I and Task Area 3 A-B.
2.8 Submission of Bid Proposal		Since there is no address provided in Section 2.8 or in Section 3 for submitting the bid proposals, should the bid proposals be delivered to the same address listed for the Issuing Officer at 100 Army Post Road, Des Moines, Iowa 50315?	Yes.
1.3.1.1 Task Area 1. Technical Assistance and Support for Federal and State Program Changes		Can Iowa DHS/IME provide additional detail on the information on the specific projects and subject areas that the vendor can expect to support during Year 1?	The purpose of this contract is to have a vendor available to support identified needs of the agency regarding new federal or state policy changes, and to ensure ongoing federal compliance as needs are identified. There are no specific projects or subject areas anticipated at this time.
1.3.1.2 Task Area 2 Policy Support Services to Ensure Federal Compliance		Can Iowa DHS/IME provide additional detail on the information on the specific projects and subject areas that the vendor can expect to support during Year 1?	The purpose of this contract is to have a vendor available to support identified needs of the agency regarding new federal or state policy changes, and to ensure ongoing federal compliance as needs are identified. There are no specific projects or subject areas anticipated at this time.
1.3.1.3 Task Area 3 Ad Hoc Analysis		Can Iowa DHS/IME provide additional detail on the information on the specific projects and subject areas that the vendor can expect to support during Year 1?	The purpose of this contract is to have a vendor available to support identified needs of the agency regarding new federal or state policy changes, and to ensure ongoing federal compliance as needs are identified. There are no specific projects or subject areas anticipated at this time.
1.3.3 Contract Payment Methodology		Can Iowa DHS/IME provide an estimate of the number of onsite days expected in Year 1?	It is anticipated twice per year (two work days per visit), but could be more frequently if needed.

3.2.5.2.2 Names and Credentials of Key Corporate Personnel.		Does Iowa DHS/IME want the vendor to include employment history for positions unrelated to the scope of services described in the RFP?	The vendor should include employment history that is relevant to the scope of services for any key corporate administrative and supervisory personnel who will be involved in providing services to the state. If some employment history for the individuals is not relevant to the scope, that particular employment history would not be provided.
3.2.5.2.3 Information About Project Manager and Key Project Personnel.		In order to help estimate the time key project personnel will devote to this project on a monthly basis, can Iowa DHS/IME please provide additional information on the specific projects and subject areas that the vendor can expect to support during Year 1?	The purpose of this contract is to have a vendor available to support identified needs of the agency regarding new federal or state policy changes, and to ensure ongoing federal compliance as needs are identified. There are no specific projects or subject areas anticipated at this time.
3.2.5.2.3 Information About Project Manager and Key Project Personnel.		Alternatively, would Iowa DHS/IME accept an aggregate FTE commitment from the vendor that is supported by a resource pool of demonstrated subject matter experts in order to be flexible to meet DHS/IME's needs?	Iowa will accept an aggregate FTE commitment if there is at least a project manager and a back-up project manager assigned to the Contract. The Agency requires the resumes of these people, at a minimum.
General		Is there a vendor providing these or similar services to Iowa currently or in the recent past? If so, who is that vendor?	Similar work has been historically provided by the department's actuarial vendor.
General		What is the approximate annual and dollar amount of those services.	The last full fiscal year for which we have data is SFY 2017. The amount for this scope of work was approximately \$280,750.
Section 3.2.4	13	1. Please confirm that this is referencing the "duties" listed in Sections 1.3.1.1 through 1.3.1.2 only, including all subsections (e.g., separately address 1.3.1.2.C.a, b, etc.)	This is referencing the deliverables and performance measures described in sections 1.3.1.1 through 1.3.1.3 and all subsections.
Section 3.2.5.2.2 and Section 3.2.5.2.3	15	2. Please clarify which resumes should be included for each section. In particular, if project personnel are also supervisory personnel, should they be included as part of 3.2.5.2.2 or 3.2.5.2.3?	Please see response to # 9. If personnel in 3.2.5.2.2 and 3.2.5.2.3 are the same you may respond in each section by reference.

Section 1.3 Scope of Work	3	Other than the addition of new MCOs, does the State have other upcoming projects or priorities with which it will need assistance from the consultant?	The purpose of this contract is to have a vendor available to support identified needs of the agency regarding new federal or state policy changes, and to ensure ongoing federal compliance as needs are identified. There are no specific projects or subject areas anticipated at this time.
Section 1.3 Scope of Work	3	Is the State able to provide an estimate of the average number of consultant hours it intends to use each month?	As there are no specific projects or subject areas anticipated at this time, we are not able to estimate the average number of consultant hours intended. The intent is to have a vendor available as the Department needs for technical assistance and support.
Section 4 Evaluation	15	Does the State intend to make one award or multiple awards for this RFP?	One bidder will be awarded the contract.