



RON DESANTIS
GOVERNOR

MARY C. MAYHEW
SECRETARY

January 30, 2020

Prospective Vendor(s):

Subject: Solicitation Number: AHCA RFP 004-19/20

Title: Low Income Pool (LIP)

Addendum No. 1

The enclosed information has been provided for consideration in the preparation of your response to the above mentioned solicitation.

All other terms and conditions of the solicitation remain in effect.

To the extent this Addendum gives rise to a protest, failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.

Sincerely,

Megan Brand

Megan Brand, Operations Review Specialist
Bureau of Support Services

Enclosures:

Addendum No. 1 (3 Pages)

AHCA RFP 004-19/20 Questions and Answers (2 Pages)



**AHCA RFP 004-19/20
ADDENDUM NO. 1**

Item #1

Attachment A, Instructions and Special Conditions, **Section A.1.**, Instructions, **Sub-Section A.**, Overview, **Item 4.**, Date of Issuance, is hereby amended to now read as follows:

4. Date of Issuance

December 30, 2019

Item #2

Attachment B, Scope of Services, **Section III.**, Method of Payment, **Sub-Section B.**, Invoicing, **Table 1**, Required Deliverables and Associated Payments, Deliverables 1, 2, and 3, are hereby amended to now read as follows:

TABLE 1 REQUIRED DELIVERABLES AND ASSOCIATED PAYMENTS					
No.	Deliverable and Required Supporting Documentation	Unit Cost Deliverable Amount	Anticipated Units Per Contract Year	Total Deliverable Cost	Deliverable Due Date
1	<p>Cost Limit Initial Review</p> <p>For each completed Cost Limit Examination, the Vendor shall submit its final LIP cost limit review, adjusted cost limit calculation, and final reconciliation.</p>	TBD	Three Hundred (300)	TBD	Ongoing, no later than June 1st of each Contract Year beginning June 1, 2021
2	<p>Final LIP Cost Limit Report</p> <p>Final LIP Cost Limit Report summarizing Vendor's data and findings, including an opinion letter for all providers.</p> <p>Documentation to support the report shall include a copy of the Vendor's complete file including working papers.</p>	TBD	One (1) Per Year	TBD	Ongoing, no later than June 1st of each Contract Year beginning June 1, 2021
3	<p>Intergovernmental Transfer (IGT) Review</p> <p>For each completed IGT review, the Vendor shall submit working papers and findings to the Agency.</p>	TBD	Fifty (50)	TBD	Ongoing, no later than June 1st of each Contract Year beginning

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TABLE 1 REQUIRED DELIVERABLES AND ASSOCIATED PAYMENTS					
No.	Deliverable and Required Supporting Documentation	Unit Cost Deliverable Amount	Anticipated Units Per Contract Year	Total Deliverable Cost	Deliverable Due Date
					June 1, 2021

Item #3

Attachment B, Scope of Services, **Exhibit B-I**, Deliverables, Deliverables 1., 2., and 3., are hereby amended to now read as follows:

1.	<u>DELIVERABLE</u>
	Cost Limit Examinations
	<u>SUPPORTING DOCUMENTATION</u>
	For each completed examination, the Vendor shall submit its final LIP cost limit review, adjusted cost limit calculation, and final reconciliation. All working papers must be submitted with the deliverable as outlined in Attachment B , Scope of Services, Section II. , Manner of Service(s) Provision, Sub-Section B. , Services Provided by the Vendor.
	<u>EVALUATION CRITERIA</u>
	Completion of the anticipated three hundred (300) Cost Limit Examinations per year submitted with all required supporting documentation. The Agency will track progress of the completion of examinations through the Vendor's submission of updated timelines with the Monthly Report.
	<u>DUE DATE(S)</u>
	Annually by June 1 st of each Contract Year
	<u>AMOUNT</u>
	Unit cost per documented completion of Cost Limit Examination. See Attachment B , Scope of Services, Section III. , Method of Payment, Sub-Section B. , Invoicing, Table 1 , Required Deliverables and Associated Payments.
	<u>PERFORMANCE STANDARDS</u>
	The Vendor shall complete up to three hundred (300) Cost Limit Examinations per Contract Year. The Vendor shall submit the deliverable in accordance with the description provided in Attachment B , Scope of Services, Section II. , Manner of Service(s) Provision, Sub-Section B. , Services Provided by the Vendor.
<u>LIQUIDATED DAMAGES</u>	
Please see Attachment B , Scope of Services, Section III. , Method of Payment, Sub-Section D. , Financial Consequences as Liquidated Damages, Table 2 , Performance Standards and Liquidated Damages, for the appropriate liquidated damage that will be imposed.	

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	<u>DELIVERABLE</u>
	Final LIP Cost Limit Report
	<u>SUPPORTING DOCUMENTATION</u>
	Final report summarizing the Vendor's data and findings, including an opinion letter for all providers. Documentation to support the report, shall include a copy of the Vendor's complete file including working papers.
	<u>EVALUATION CRITERIA</u>
	The Agency Contract Manager reviews for minimum quality standards and completeness.
	<u>DUE DATE(S)</u>
	Annually by June 1 st of each Contract Year.
	<u>AMOUNT</u>
2.	Unit cost per documented completion of the Final LIP Cost Limit Report. See Attachment B. , Scope of Services, Section III. , Method of Payment, Sub-Section B. , Invoicing, Table 1 , Required Deliverables and Associated Payments.
	<u>PERFORMANCE STANDARDS</u>
	The Vendor shall submit one (1) Final LIP Cost Limit Report as described in Attachment B. , Scope of Services, Section II. , Manner of Service(s) Provision, Sub-Section B. , Services Provided by the Vendor, Item 5. , Final Report and Work Paper Submission.
	<u>LIQUIDATED DAMAGES</u>
	Please see Attachment B , Scope of Services, Section III. , Method of Payment, Sub-Section D. , Financial Consequences as Liquidated Damages, Table 2 , Performance Standards and Liquidated Damages, for the appropriate liquidated damage that will be imposed.

	<u>DELIVERABLE</u>
	Intergovernmental Transfers (IGT) Reviews
	<u>SUPPORTING DOCUMENTATION</u>
	For each completed review, the Vendor shall submit working papers and findings to the Agency.
	<u>EVALUATION CRITERIA</u>
	Completion of the anticipated fifty (50) IGT Reviews per year submitted with all required supporting documentation. The Agency will track progress of the completion of reviews through the Vendor's submission of updated timelines with the Monthly Report.
	<u>DUE DATE(S)</u>
	Annually by June 1 st of each Contract Year.
	<u>AMOUNT</u>
3.	Unit cost per documented completion of each IGT Review. See Attachment B. , Scope of Services, Section III. , Method of Payment, Sub-Section B. , Invoicing, Table 1 , Required Deliverables and Associated Payments.
	<u>PERFORMANCE STANDARDS</u>
	The Vendor shall perform a minimum of three hundred (300) LIP Cost Limit Initial reviews, one (1) Final LIP Cost Limit Reconciliation report, and fifty (50) IGT reviews per year of this Contract, unless otherwise directed by the Agency in writing.
	<u>LIQUIDATED DAMAGES</u>
	Please see Attachment B , Scope of Services, Section III. , Method of Payment, Sub-Section D. , Financial Consequences as Liquidated Damages, Table 2 , Performance Standards and Liquidated Damages, for the appropriate liquidated damage that will be imposed.

**AHCA RFP 004-19/20
QUESTIONS AND ANSWERS**

VENDOR NAME	ATTACHMENT IDENTIFIER	SECTION IDENTIFIER	SUB-SECTION REFERENCE	ITEM REFERENCE	ATTACHMENT EXHIBIT	PAGE NUMBER	QUESTION	ANSWERS
Myers and Stauffer LC	B	III	B	5		19	The contract is scheduled for award on April 13, 2020 and deliverables 1 through 3 indicate due dates of June 1st of each contract year. Given the short time frame of less than two months, what is AHCA's expectation of deliverables to be provided on June 1, 2020 (assuming the April 13, 2020 award date)?	No minimum limits will be required by June 1, 2020. Any deliverables that are completed in the first fiscal year will be paid based on the cost per units completed.
Myers and Stauffer LC	B	III	B	5		19	What LIP demonstration year does AHCA anticipate the first Cost Limit Initial Review, the first Final LIP Cost Limit Report, and the first Intergovernmental Transfer Review will cover?	The first required Final LIP Cost Limit Report under this contract will cover Demonstration Year (DY) 12, 7/1/2017-6/30/2018. The first Cost Limit Initial Review and Intergovernmental Transfer Review required under this contract will be for DY 15, 7/1/2020-6/30/2021. Depending on the contract execution date, partial year reviews for DY 14, 7/1/2019-6/30/2020 may be requested.
Myers and Stauffer LC	A	SRC#4			A-4	5	In this section, AHCA is requesting a list of current or previous contracts for which similar services were provided in the last five years. For each identified contract, a list of seven detailed items must be submitted. Due to the significant volume of contracts with similar services that we have performed over the past five years, would it be acceptable to list all similar contracts, but provide the seven detailed items for the ten most relevant contracts?	Please respond in accordance with Attachment A , Instructions and Special Conditions, Exhibit A-4 , Submission Requirements and Evaluation Criteria Components (Technical Response).
Myers and Stauffer LC	B	III	B	5		19	Based on the demonstration's Special Terms and Conditions (STCs), it appears an estimate of uncompensated care costs for the upcoming demonstration year is due to CMS by June 1 of each year. Is this a deliverable AHCA expects under this RFP? If so, please reference which deliverable this is in the RFP.	No, AHCA will not require this report under this contract. The Agency will continue to prepare this report internally.
Myers and Stauffer LC	B	III	B	5		19	Based on the demonstration's STCs, it appears the state must submit a final report to CMS by October 1 for the demonstration year just ended June 30. The RFP requires the Cost Limit Initial Review reports for all providers to be submitted by June 1 of each contract year. How does the June 1 submission requirement comply with the STC due date of October 1 given the demonstration year doesn't end until June 30?	No, AHCA will not require this report under this contract. The Agency will continue to prepare this report internally. The required deliverable for the LIP Cost Limit Report is outlined in STC 65.b.
Thomas Howell Ferguson PA CPAs	Attachment A	C) 1.b.3.c.	Response Submission Requirements	Packing & Delivery		14 of RFP, 12 of 26 for Attachment A	In Attachment A, Section C) Response Submission Requirements, 1) Hardcopy & Electronic Submission Requirements, 3) Packaging & Delivery, C) - it says that hard copy responses shall be double sided. However, 1 original response is required for submission. With the required forms needed to be inserted in as originals, how could the original submission be double sided or was this statement only referencing the required duplicate copy to be submitted?	If a completed Exhibit is more than one page, it shall be double sided.

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VENDOR NAME	ATTACHMENT IDENTIFIER	SECTION IDENTIFIER	SUB-SECTION REFERENCE	ITEM REFERENCE	ATTACHMENT EXHIBIT	PAGE NUMBER	QUESTION	ANSWERS
Thomas Howell Ferguson PA CPAs	Attachment A		2 d	Financial Information		11 of RFP, 9 of 26 for Attachment A	Our firm does not have audited financial statements or a D&B report. We do have in house financial statements and a firm tax return available for the Agency to review. Would the Agency consider this review as a substitute for audited financial statements?	The Agency will consider this as a substitute for audited financial statements.
Thomas Howell Ferguson PA CPAs					Exhibit A-4	50 of RFP, 5 of 13 for Exhibit A-4	What firm is the current provider of these services to AHCA? What rates are currently charged to AHCA by the provider? What was the previous contract term? Why is the Agency requesting proposals?	No Vendor is currently or has previously provided these services for the Agency.
Thomas Howell Ferguson PA CPAs	Attachment B	I	B	Overview Purpose		104 of RFP, 2 of 40 for Attachment B	Please provide a copy of the current reports and templates provided by the current vendor.	No Vendor is currently or has previously provided these services for the Agency.