



GOVERNMENT OF PUERTO RICO

Department of Health
Medicaid Program

Request for Quotation

MMIS Program Technical Consulting Support (TCS) Professional Services

STATEMENT OF CONFIDENTIALITY

Participating service providers must treat this Request for Quotation (RFQ) as confidential and must not disclose it to any party other than specific employees with a need to know. This obligation does not apply to information that is in the public domain through no breach of confidence by the participating service providers or information that is available from a source other than Puerto Rico Department of Health (PRDoH) without a breach of confidence with PRDoH. If a service provider does not agree with these provisions, the service provider must immediately return this RFQ.

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3 Section 1. General Information

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5 **1.A. Organization Overview**

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7 **The Puerto Rico Medicaid Enterprise**

8 From an organizational standpoint, the Medicaid Enterprise is comprised of two public
9 health agencies, Puerto Rico Department of Health (PRDoH) and Puerto Rico Health
10 Insurance Administration (ASES).

11

12 **PRDoH**

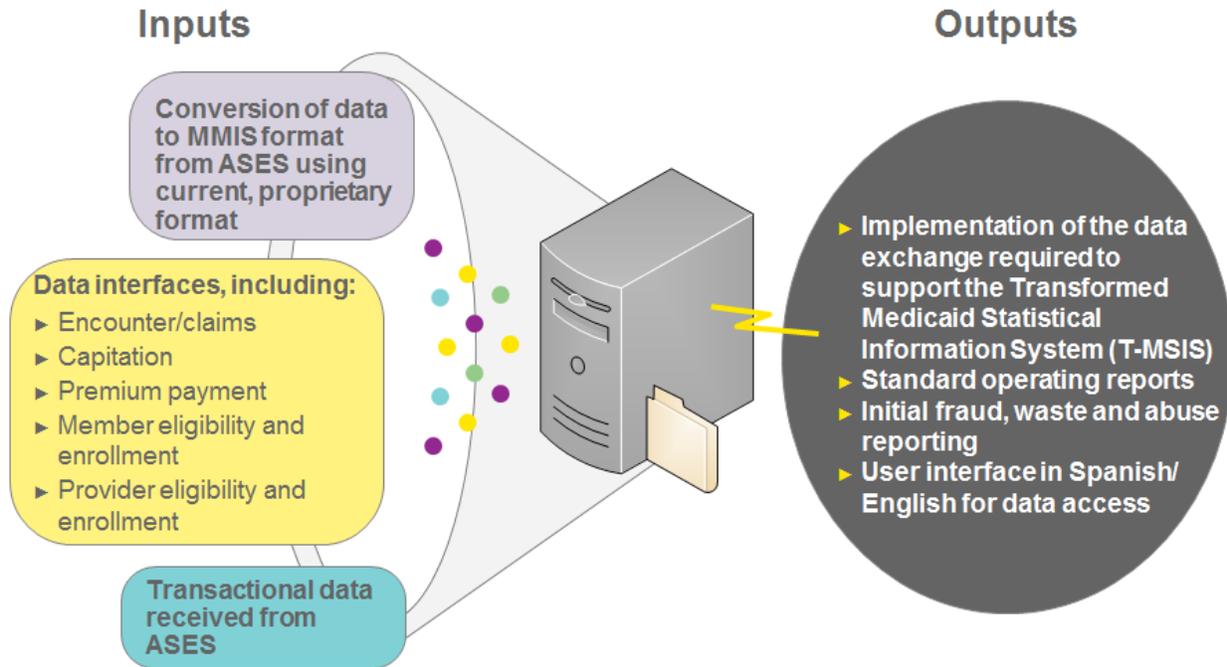
13 The PRDoH is the single Commonwealth agency responsible for the implementation of
14 the Medicaid program in the Commonwealth of Puerto Rico. In particular, the PRDoH's
15 administration of its medical assistance program under Title XIX of the Social Security
16 Act of 1935, as amended, is structured as a categorical program denominated by the
17 Medicaid program. The Medicaid program is chartered with ensuring appropriate delivery
18 of health care services under Medicaid and the Children's Health Insurance Program
19 (CHIP).

20

21 For Module 1, data will be sourced from the ASES systems, and depending on the
22 identified strategy, possibly the Providers and MCOs. The data will be transferred to the
23 MMIS via interfaces with ASES using formats specified herein. If data is needed directly
24 from the Providers and/or MCOs, Health Insurance Portability and Accountability Act
25 (HIPAA) standard transaction formats will be included wherever feasible. See diagram

26 below (Figure 4) for the data transmission for the design, development, and
27 implementation (DDI) of MMIS Module 1:

28 **Figure 1. Module 1 Data Transmission Diagram**



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30

31 PRDoH and ASES are currently conducting a series of DDI activities to support MMIS
32 Module 1. This first Module started on October 2016 and has a duration of 18 months.

33

34

35 **1.C. Purpose of RFQ**
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37 As part of the MMIS DDI Module 1 and to ensure the program’s success PRDoH may
38 engage a service provider to provide Technical Consulting Support (TCS) services to
39 support PRDoH in an interface development role, and accomplish the following specific
40 objectives:

41

- 42 1. Develop interfaces from the ASES HIA Tables to the DXC MMIS system for the
43 following interfaces as specified in this RFQ:
- 44 ○ ICD_ELG-0002_RECONCILLIATION_V1.2
 - 45 ○ ICD_MGD-0002-CAPITATIONHISTORY_V1.4
 - 46 ○ FIN_ASES_PMT_REGISTRY-2
 - 47 ○ ICD_PRV_0002_GROUP_LINKS
- 48 2. Other potential technical development as specified in future Statements of Work
49 (SOW)

50 The provider (hereinafter, the “Service Provider”) shall be and remain in support of the
51 MMIS Implementation and its affiliates, defined as those parties with material interest to
52 the MMIS Program. In addition, the Service Provider shall have the capacity and
53 experience to perform the scope of services and meet the general requirements, outlined
54 in Section 2 Instructions to Participants, and to perform the requested services described
55 in this RFQ in a manner that ensures high standards of performance, integrity, and fiscal
56 accountability. PRDoH expects the Service Provider to work with PRDoH staff, contractors,

57 and all other workstreams in this DDI effort and to provide expertise in technical
58 development services as defined in Section 2 Instructions to Participants.

59

60 **1.D. Nature of RFQ**

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62 This RFQ is not an offer by PRDoH to enter into an agreement with any party. It is a
63 request to receive qualifications and pricing proposals from service providers interested
64 in providing the products and services outlined herein. Such response submissions shall
65 constitute offers to enter into an agreement. Participating service providers are advised
66 that an agreement may or may not result from this RFQ process. Additionally, agreements
67 may be put in place with other participants and non-participants to this RFQ process, at
68 PRDoH's sole discretion within CMS approved guidelines.

69

70 **1.E. Expectations from Participating Service Providers**

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72 PRDoH is soliciting qualifications and pricing proposals from a pool of known technical
73 development experienced firms. The firms were selected based on knowledge of
74 potential vendors by PRDoH. The PRDoH anticipates selecting one of the most qualified
75 participating service providers. A contract term of 15 months is currently being considered
76 for the DDI of MMIS Module 1, although this may change based on the RFQ response,
77 subsequent discussions, CMS approval or revisions, and further defined MMIS project

78 scope, requirements, and timeline. The proposal should include pricing for the
79 specifications provided and for future SOW specifications based on fixed per hour rates
80 for the duration of the 15 months. Any change to that term will be governed by a change
81 management process. The Service Provider contract award may be extended beyond
82 MMIS Module 1 to cover future release(s). Participating service providers are advised that
83 PRDoH retains full discretion and the option to extend the contract upon approval of CMS
84 funds for future phases of the MMIS Program.

85

86 All questions should be submitted to PRDoH via email. Questions should be sent to
87 Carlos.Carrasquillo@salud.pr.gov. We want to receive quotations no later than May 12,
88 2017.

89

90 **1.F. Communication with PRDoH**

91

92 All inquiries and questions with regard to this RFQ must be submitted to Carlos
93 Carrasquillo Rios via email (See email address in 1.E above). Please reference the
94 specific document, section(s), line number(s), and/or question number(s) to which your
95 question(s) pertain. Discussions regarding this RFQ with other parties within or
96 associated with PRDoH are subject to confidentiality requirements and may result in
97 disqualification from this process. Substantive questions from RFQ participants and

98 corresponding PRDoH responses will be shared with all participating service providers
99 via email, while keeping the source of each question anonymous.

100

101 **1.G. Preparation Costs**

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103 PRDoH shall not incur liability for any costs incurred by participating service providers in
104 replying to this RFQ, in demonstrations, oral presentations, or in any other activity relating
105 to the development, submission and evaluation of responsive proposals. For a definition
106 of what constitutes a “responsive proposal,” see *details in* Section 4.A Glossary of
107 Terminology. Each service provider is solely responsible for any costs incurred in the
108 preparation and submission of a proposal in response to this RFQ, and PRDoH has no
109 obligation and shall not pay any sums whatsoever to any RFQ recipient for costs they
110 incur while participating in this RFQ process.

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112 **Section 2. Instructions to Participants**

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114 **2.A. Scope of Services and General Requirements**

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116 **Scope of Work**

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118 The contractor will support the development management, oversight, integration and
119 implementation of the MMIS interfaces specified herein. The Contractor will represent
120 the Commonwealth's interests in the individual Design, Development, and
121 Implementation (DDI) project overseeing and managing the development activities within
122 the scope of this project. The Contractor will bring a team of individuals who will be
123 experienced in technical development of similar projects, and will have successfully
124 managed such a development project spanning a similar timeline with similar complexities
125 and interdependencies and coordination requirements. Each member of the team will be
126 co-located with staff from the MMIS Enterprise in San Juan, Puerto Rico.

127

128 The PRDoH Medicaid MMIS project is a collaborative environment. The contractor will
129 work collaboratively with other MMIS contractors and other Agency staff and contractors.
130 Cooperation with all contractors and a professional work environment are to be adhered
131 to throughout the contract term.

132

133 The following scope of work focuses on the high level key activities and requirements to
134 implement a project of such a large complex nature. Bidders will utilize a structure and
135 the resources needed to be successful within the timeframes of this Contract. Currently
136 the MMIS System Services Project's Module 1 DDI started on October, 2016 and become
137 operational no later than March, 2018.

138

139 The Contractor shall provide the following:

- 140 • Analyze, develop, test, and implement the interface specifications provided in
141 Attachment A.
- 142 • Present contract rates for all proposed resources to be used to bid on any SOWs
143 presented for bid.

144 **2.C. Right to Waive Minor Irregularities**

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146 PRDoH reserves the right to waive minor irregularities. PRDoH also reserves the right to
147 waive mandatory requirements, provided that all participating service providers fail to
148 meet the mandatory requirements and/or doing so does not otherwise materially affect
149 the procurement. This right is at the sole discretion of PRDoH.

150

151 **2.D. Ownership of Proposals**

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153 All documents submitted in response to this RFQ shall become the property of the
154 PRDoH.

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156 **2.E. Use of Subcontractors**

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158 The use of subcontractors is permissible; however, the Service Provider shall remain
159 solely responsible for performance of any subcontractors under the agreement.
160 Subcontractors should be identified in the responsive proposal, if applicable.

161

162 **2.F. Contents of this RFQ Package**

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164 In addition to this “Service Provider Guidelines” document, the Attachments for this RFQ
165 are as follows:

- 166
- Interfaces File Layouts Requirements