

**RFO 2014-41:  
Business Process Management Support**

Final Response to Questions  
07/08/2015

No.	Question	Response
1	Please clarify if the 8 page limit to Section 4.3.3 Engagement Team Qualifications includes Resumes (Section 4.3.3.1)?	The eight page limit does not include resumes.
2	Is there any page limit to Sections 4.3.1 (Understanding and Approach) or 4.3.2 (Corporate Qualifications Summary)?	Section 4.3.1 (Understanding and Approach) is limited to 10 pages. Section 4.3.2 (Corporate Qualifications Summary) is limited to 5 pages.
3	What Project Management and performance measurement tools are currently in place, and must the proposed solution integrate with these tools?	Covered California uses SharePoint, Microsoft Project, and Tableau. The proposed solution should integrate with these tools.
4	Are there other vendors with whom the candidate must coordinate during the term of the project?	The Vendor will be expected to coordinate with other vendors as directed by Covered California during the term of the project.
5	If a vendor responds to this opportunity, will they be precluded from any potential implementation work that may result from this contract?	If the implementation work is within the Scope of Work, the vendor may be involved in such work if directed by Covered California. However, per Public Contracts Code section 10365.5, consultants are prohibited from bidding on, or being awarded a contract that is required, suggested, or otherwise deemed appropriate in the end product of a previous consulting contract with them.
6	Can Covered California please clarify the payment structure as Section 3.11 indicates the agreement to be deliverables-based, fixed price; whereas, Section 3.5 indicates time and materials?	Payment will be based on time and materials.
7	Can the State please clarify the contract term? The introduction notes the term as concluding June 30, 2017; whereas, this date indicated in Section 4.3.1 identifies June 30, 2016.	The estimated term of this contract is September 1, 2015 through June 30, 2017.
8	In regards to Section 5.3.1.3, can the State please clarify the "...project management support" is for business process management support which extends beyond project management (i.e., aligns with the scope statement in Section 3)?	Covered California is seeking a team with skills noted in Section 2.1 required to meet the requirements in Section 3 Scope of Work.
9	The cost worksheet provided in the Exhibit B – Attachment 1 does not include the level of detail requested in Section 4.3.6. Please clarify what is expected in the description column?	The cost worksheet and the instructions for completing the cost worksheet were revised in RFP 2014-41 Addendum #2.
10	10. Page 12 of the RFP states "The purpose of this RFP is to acquire consultants with Project Management Professional (PMP) certification." Is PMP certification required for all team members submitted?	No.
11	What are the specific deliverables or are these to be defined by the contractor and provided in the proposal response?	Covered California will define the deliverables during the term of the contract.
12	Is this an MSA contract?and Approach section for these seven (7) items?	No.

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13	Page 17 states "Discuss your strategy for providing a draft solicitation document within the time period allocated for that task." Is a solicitation document a deliverable for this project? If no, what is Covered California looking to be provided in our response based on this statement?	This statement was removed in RFP 2014-41 Addendum #2.
14	Is this a time and materials or deliverables based contact? Page 12 states "Covered California will pay the Contractor upon acceptance and approval of the specified deliverables." Page 14 states "Payment for all tasks performed under this Statement of Work will be based on time and materials." While Page 16 states "This is a deliverable-based, fixed priced agreement."	See response to Question #6
15	Page 18 states the Engagement Team Qualifications (section 4.3.3) should be "no more than 8 pages". Does this page limitation include the resumes (section 4.3.3.1)? If yes, given that multiple team members will be bid, it will be difficult to accurately display our teams qualifications in their resumes within the 8 page limitation. Would Covered California considering increasing the page limitation?	See response to Question #1
16	Page 4 states the Estimated Term Dates: July 20, 2015 through June 30, 2017, while page 17 states "contract term of July 20, 2015 through June 30, 2016". Can you confirm the contact dates?	See response to Question #7
17	Page 19 states "Provide costs by fiscal year in a table consistent with the one shown in Attachment 2-D. Provide hours by individual by week and/or total deliverable cost." According to the proposal checklist the cost worksheet is Exhibit B, Attachment 1 - Cost Worksheet. Is this the only attachment we are to provide the costs on? Exhibit B only provides a cost per deliverable. Is it required that we add a column to show "hours by individual by week" on Exhibit B or on a separate form?	The cost worksheet and the instructions for completing the cost worksheet were revised in RFP 2014-41 Addendum #2.
18	Page 17 states "Provide a table showing hours per week by person covering the contract term of July 20, 2015 through June 30, 2016." Is Covered California looking for the table to show hours per <u>week</u> or per <u>month</u> ?	This statement was removed in RFP 2014-41 Addendum #2.