

**Iowa Department of Public Health
Office of Health Information Technology
Targeted Iowa Provider Organization Outreach
Request for Proposal # 58813022**

Interim Written Question and Response Document: Posted 7/01/2013

Round 1: Written Questions and Responses for questions submitted through 7/25/2013

Posted: 7/01/2013

- Q1.** Please clarify if we will be able to submit a proposal that includes dollars for administrative costs for the program or if all revenue is tied to milestone achievement?
- A1.** All revenue is tied to milestone achievement.
- Q2.** Please confirm the contract type is fixed priced, based on milestone achievement.
- A2.** The contract is fixed priced, based on milestone achievement.
- Q3.** It is noted that \$175,000 of the initial contract award year funding must be billed by 9/30/13. This would be approximately 58 hospitals and practices completing activity 1 in the first month. Is that the correct assumption for your goals for that initial month of activity or could those activity 1 payments roll over past that first month?
- A3.** That is the correct assumption that the applicant will enroll approximately 58 hospitals and organizations (practices/other provider types)
- Q4.** Please confirm that the monthly expense reports are merely support documentation regarding milestone achievement.
- A4.** The monthly expense reports are supporting documentation for milestone achievement.
- Q5.** Please clarify the payment schedule as the numbers appear to conflict with each other in some instances. Specifically, it is mentioned available funds in Section 1.05, where \$2.1 million is available in the base year and \$900k in the option year. However, in Section 2.04, you have set targets for enrollment for base and option year and in the option year, the targets would total to revenue greater (\$1,172,500) than funds available (\$900k).
- A5.** The payment schedule for the First Renewal Year (i.e., option year) has been revised (See RFP #58813022 Amendment 2 posted at <http://www.idph.state.ia.us/IdphGBP/IdphGBP.aspx>) since initial publication and is as follows:

Organization Type	Target Enrollment	Payment Per Organization for Core Enrollment Activity 1	Payment Per Organization for Core Enrollment Activity 2	Total Payment
Iowa Hospitals	20	\$3000	\$2000	\$100,000
Iowa Provider Practices	140	\$3000	\$2000	\$700,000
Iowa Pharmacies	10	\$1500	\$1000	\$25,000
Iowa Long-Term Care/Assisted Living/Residential Care/Nursing Homes (15)	11	\$1500	\$1000	\$27,500
Iowa Home Health/Behavioral Health/Therapies	12	\$1500	\$1000	\$30,000
Iowa Independent Laboratories	7	\$1500	\$1000	\$17,500

Q6. Please clarify what documentation is required in support of submitting invoices by 9/30/13 and 2/28/14?

A6. Documentation required for invoicing for 9/30/2013 is submission of a new Participant's successful on-boarding to IHIN services (including a signed Participation Agreement) for Core Enrollment Activity 1; Documentation required for invoicing for 2/28/2014 is both submission of a new Participant's successful on-boarding to IHIN services (including a signed Participation Agreement) for Core Enrollment Activity 1 and proof the Participant has successfully attained minimum utilization of the IHIN for Core Enrollment Activity 2.

Q7. Are we to invoice for the predefined amounts by 9/30/13 and 2/28/14 regardless of the actual enrollment levels achieved by those two dates?

A7. No. You will only be able to invoice for actual enrollment levels achieved by those two dates.

Q8. The table on page 16 provides the total number of entities in Iowa for each provider organization type. We assume this total count includes the early adopters. Since early adopters are excluded from the opportunity, do you have figures as to how many practices and hospitals are represented by the early adopters? In other words, how much is the total pool of potential practices and hospitals reduced when the early adopters are excluded?

A8. The total number of providers listed on page 16 does include the early adopter organizations. When the early adopters are excluded, the remaining pool of hospitals and clinics is as follows:

Organization Type	Total Entities Iowa	Early Adopter Organizations in Iowa	Pool of Targeted Provider Organizations	Initial Term Targets by Type	First Renewal Term Targets by Type**
Iowa Hospitals	118	20	98	20	20
Iowa Provider Practices	948	Unsure		200	140
Iowa Pharmacies	735	0	735	5	10
Iowa Long-Term Care/Assisted Living/Residential Care/Nursing Home	455	0	455	5	11
Iowa Home Health/Behavioral Health/Therapies	420	0	420	8	12
Iowa Independent Laboratories	41	0	41	3	7

Q9. If the chosen vendor is able to recruit more than the targeted number of an organization type in the initial contract term could they draw down funds from the total available for all providers? For example, if the chosen vendor was able to sign up 40 Iowa Hospitals in the initial term instead of 20.

A9. Yes. Depending upon availability of funding, the applicant may recruit above and beyond the targeted number of providers in either the hospital or provider practice categories. However, funding per contract period may not exceed the total available for that period.

Q10. Please clarify what additional payments will be made, since section 1.05 references predefined invoicing amounts in the initial term?

A10. Additional payment *may* be made, depending upon availability of additional funding. Payment would be for Core Enrollment Activities 1 and 2.

Q11. The budget template provided is in Word but RFP references Excel document. Please verify.

A11. The template provided included required content, but the format is not dictated. You may submit your budget proposal using either Excel or Word.

Round 2: Written Questions and Responses for questions submitted through 7/10/2013

Posted: 7/15/2013

Q12. Q12. Please clarify if we will be able to submit a proposal that includes marketing and communications costs for the program?

A12. Marketing and communication costs will not be reimbursed as part of this project. Any costs related to marketing or communication materials developed by the successful applicant will need to be covered by the applicant out of dollars from meeting enrollment/utilization milestones. It is expected, however, that the successful applicant will complete marketing and communications-related activities in their efforts to enroll Iowa providers in IHIN services and increase IHIN utilization by participating providers.

Q13. Will the contractor or Iowa eHealth be responsible for all provider education and marketing materials (i.e., printing of all handouts, any folders and other necessary marketing items)? We are aware ZLR Ignition has developed some provider education and marketing materials. Will those materials be provided upon request (e.g., we need 500 brochures to leave at offices on site visits) or will the contractor be expected to develop and/or print its own?

A13. Iowa e-Health has developed a large amount of communication materials intended to educate and inform Iowa providers about the benefits of IHIN enrollment, which will be available to successful applicant upon request (i.e., copies of brochures, PowerPoint presentations, etc.). However, should the successful applicant deem it necessary, they would be able to supplement any Iowa e-Health materials for marketing IHIN services to prospective provider organizations.