



**STATE OF CONNECTICUT
OFFICE OF HEALTH STRATEGY
STATE INNOVATION MODEL**

**REQUEST FOR PROPOSALS (RFP)
COMMUNITY & CLINICAL INTEGRATION PROGRAM
VALIDATION SURVEYOR**

The Office of Health Strategy (OHS) seeks a compliance review and validation surveyor to support the State Innovation Model (SIM) [Community & Clinical Integration Program \(CCIP\)](#). CCIP is comprised of evidence-based care delivery standards that participating Advanced Networks receive support to achieve over a 15-month performance period. CCIP promotes care delivery transformation across accountable physician networks to deliver better care that results in better health outcomes at lower costs for Medicare, Medicaid, and commercial plan enrollees. The surveyor selected through this Request for Proposals (RFP) will develop or adapt an assessment tool(s) and processes to evaluate and validate participating entities' (PEs) progress towards and achievement of the CCIP core standards. The outcome of this work will include the establishment of a standardized certification process that can be applied to additional entities in the future.

The State seeks bidders with knowledge and expertise in compliance surveys or assessments, instrument development and validation methodologies for the purpose of health care improvement. Experience measuring practice and care delivery transformation is preferred.

This is a competitive solicitation. Interested parties are required to submit a proposal per the terms, conditions, requirements, and specifications of this Request for Proposals (RFP). **Responses to this Request for Proposals must be submitted electronically on or before July 13, 2018 at 3pm to jenna.lupi@ct.gov.**

The State may modify the RFP prior to the deadline for submittals by issuance of an electronic addendum on the following website: <https://biznet.ct.gov/AccountMaint/Login.aspx>.

Applicable Dates

RFP Release Date:	6/8/18
Letter of Intent to Apply (requested, not required):	6/20/18
Application Due Date:	7/13/18 3pm Eastern Time
Anticipated Issuance of Notice of Award:	7/20/18
Anticipated Period of Performance:	7/30/18 – 10/2/19

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1. INTRODUCTION

The Connecticut Office of Health Strategy's State Innovation Model (SIM) initiative is funded through a \$45 million grant from the Center for Medicare & Medicaid Innovation (CMMI) to test innovative payment and care delivery reforms that promote healthier people, better care and smarter spending. SIM makes investments in programs designed to improve how care is delivered, including medical home capabilities and the integration of new care team members, such as community health workers and pharmacists, comprehensive assessments of patients with complex health needs including personal goals and social determinant risks, linkage to community resources, integration of behavioral health and strategies to improve health equity. More information is available at www.healthreform.ct.gov/.

The purpose of the SIM Community & Clinical Integration Program (CCIP) is to transform health care delivery in Connecticut by helping accountable healthcare organizations meet evidence-based standards across their network of primary care practices. CCIP is focused on accountable healthcare organizations selected to participate in the Connecticut Medicaid shared savings program, Person Centered Medical Home Plus (PCMH+). Although CCIP targets healthcare organizations participating in PCMH+, the program is designed to support performance in all shared savings programs, whether Medicaid, Medicare or commercial. CCIP focuses on capabilities that could lead to improvements in performance for all attributed patients, regardless of payer.

CCIP Core Standards

PCMH+ participating entities are required to meet three Core Standards as a condition of participation in PCMH+. Each standard is comprised of elements and criteria that detail the expectations associated with the target capabilities. The Core Standards focus on the following capabilities:

1. Comprehensive care management
2. Health equity improvement
3. Behavioral health integration

The CCIP Core Standards were initially developed by the Practice Transformation Task Force, a multi-stakeholder SIM advisory body, which issued a comprehensive report to accompany the Standards and provide details on the Program. The original Core Standards and Report can be viewed at:

http://www.healthreform.ct.gov/ohri/lib/ohri/work_groups/practice_transformation/ccip_standards/ccip_report_4-13-16_final_approved_3_30_16.pdf

The Core Standards were substantially streamlined in May 2018. The streamlined standards are the focus of this procurement. Bidders are encouraged to review the revised standards at:

http://www.healthreform.ct.gov/ohri/lib/ohri/work_groups/practice_transformation/ccip_standards_streamlined_core_20180411.pdf

Initial Implementation

The State implemented the CCIP program in early 2017. The State contracted with a single vendor to provide implementation support. The contract included but was not limited to:

- Technical assistance
- Compliance review and validation
- Learning Collaboratives

Three accountable healthcare organizations consisting of approximately 116 primary care practices participated in the first wave of CCIP beginning in spring 2017. These organizations completed an initial gap analysis and transformation plan as part of the Technical Assistance process. They participated in Learning Collaborative forums and received access to curriculum content through online learning materials. They

participated in regular meetings with the Technical Assistance consultant and the State, and quarterly compliance reviews. CCIP participating entities were also provided with transformation awards to help offset the costs of achieving the CCIP standards. Transformation award funding was used to support hiring of supplemental staff, especially community health workers, health information technology solutions to support care management such as alert notifications, and an e-consult project.

The State’s contractor has undertaken compliance reviews during the initial implementation including baseline assessments and three re-assessments using the compliance review tools in Appendix A. As progress in achieving the standards has been slower than expected, current participants have been granted an extension. They are expected to complete the transformation process in July 2019.

In May 2018, eleven (11) additional organizations were identified for participation in the CCIP initiative. Three of these organizations will be required to complete all three CORE standards. The remaining eight (8) organizations will be required to complete **Core Standard 2: Health Equity Improvement**. The table that follows summarizes current and new participants and their timeframe for completing the standards.

Participating Entities	Estimated # of Sites/Practices	Status	Requirement	Target Completion Date
Northeast Medical Group	54	Current	All Core Standards	July 2019
Value Care Alliance	48	Current	All Core Standards	July 2019
Community Health Center	14	Current	All Core Standards	July 2019
Hartford Healthcare Medical Group	39	New	All Core Standards	September 2019
Prospects Medical Holdings	10	New	All Core Standards	September 2019
Wheeler Clinic/ Community Health & Wellness Center of Torrington	4	New	All Core Standards	September 2019
Charter Oak Health Center	2	New	Core Standard 2	September 2019
First Choice Health Centers	6	New	Core Standard 2	September 2019
United Community & Family Services	5	New	Core Standard 2	September 2019
OPTIMUS Healthcare	22	New	Core Standard 2	September 2019
Generations Family Health Center	4	New	Core Standard 2	September 2019
Southwest Community Health Center	4	New	Core Standard 2	September 2019
Fair Haven Community Health Center	7	New	Core Standard 2	September 2019

Cornell Scott Hill Health Center	11	New	Core Standard 2	September 2019
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Revised Implementation Strategy

The State is modifying its implementation strategy in the following ways:

1. The State will no longer provide Technical Assistance to organizations that are required to complete all three Core Standards. Instead, Participating Entities will be required to procure their own technical assistance using transformation award funding.
2. The State will procure a new Technical Assistance vendor to provide Technical Assistance for organizations that are required to meet Core Standard 2.
3. The State will procure subject matter experts and make such experts available free of charge to the participating entities and their Technical Assistance support.
4. The State will procure an independent vendor to conduct compliance reviews and validation surveys. The selection of this entity is the purpose of this solicitation.

2. SCOPE OF WORK AND QUALIFICATIONS

2.1 Scope of Work

The State is seeking a compliance review and validation surveyor to develop a simple, effective assessment process that builds on work to date and provides a seamless transition for existing CCIP Participating Entities (PEs) and a point of entry for new PEs. The State has identified four goals for the compliance review and validation process:

- 1) Measure the extent to which PEs are achieving CCIP core standards;
- 2) Identify compliance gaps that the organizations can use to focus their technical assistance and improvement efforts;
- 3) Validate achievement of the standards as a condition of continued participation in the Connecticut Medicaid PCMH+ program;
- 4) Establish a standardized certification process across PEs that can be applied to other advanced networks in the future.

Bidders should review in detail the existing tool used for compliance review for the Core Standards included in Appendix A. The previous vendor conducted interview-based reviews using tool followed by validation when an organization appeared to have met a particular standard. Respondents may propose to use the existing tool, which was based on the original Core Standards, and make adjustments to improve its functionality and align with the revised Core Standards. Alternatively, respondents may propose to use an alternative tool.

All Respondents should:

- Clearly articulate how their approach will meet each of the State's four goals;
- Offer a simple yet efficient, reliable, and replicable approach;
- Outline how they will improve upon current methods and tools with minimal disruption to PEs who have participated in previous assessments. Preference will be given to proposals that are minimally burdensome to PEs while providing confidence that compliance review results will be sufficiently validated.

Assessment methods must include at a minimum:

1. An assessment instrument that:
 - a. Measures PEs' progress towards:
 - i. Completing required key components, process and outcome measures for each standard
 - ii. Threshold percentage of sampled practices in network achieving each standard
 - b. Includes a self-assessment component that PEs can complete on their own, with support from the surveyor;
 - c. Uses a standardized, transparent and equitable scoring method across all PEs and that can fit all standards with minimal adaptation;
 - d. Clearly indicates where standards have not been met and provides actionable feedback to support PEs' improvement efforts;
 - e. Allows for assessing levels of transformation for each standard (e.g. beginner, intermediate, advanced, etc.);
 - f. Incorporates methods to compare assessments using previous tool (for current PEs) with follow up assessments using the proposed tool;
 - g. Is replicable, flexible and easily modified based on feedback from the State and PEs.

2. Verify compliance review results through comprehensive yet minimally burdensome methods that involve practice-level verification. Potential verification methods may include but are not limited to:
 - a. Collection of documents such as needs assessment, behavioral healthcare plan, etc.
 - b. Interviews with PE care teams, management, staff, etc.
 - c. On-site audit
3. Conduct two additional assessments with current PEs and three assessments with new PEs, as described in Section 1. Refine the assessment tools and process between assessments based on feedback and lessons learned.
4. Support PEs in completing assessments through effective, flexible user support (webinars, individual calls, etc.).
5. Work collaboratively with the State, CCIP PEs, and subject matter experts (SMEs) to understand outcomes and measurement objectives and ways to overcome measurement challenges. For example, the validation surveyor may consult with a SME in Behavioral Health Integration to determine the relative scoring of depression screening across the entire network vs. depression and substance abuse screening within a subset of practices.
6. Provide reports to PEs that shows their level of achievement on each standard, and overall transformation score. Offer opportunity for PEs to ask questions and clarify results.

2.2 Qualifications

The State strongly prefers consultants with a depth of knowledge, expertise and experience in the following:

1. Survey design and assessment tool development related to practice and/or health system performance or compliance;
2. Conduct of healthcare compliance reviews, surveys or audits;
3. Effective communication skills;
4. Measuring healthcare quality, improvement, and/or transformation;
5. Providers, ACOs, FQHCs;
6. Practice and care delivery transformation experience is preferred.

2.3 Anticipated Timeline

Key Outputs	Timeline
Assessment Method Development	July - August 2018
Initial Assessment (Baseline) of new PEs	September 2018
Follow Up Assessment of current PEs	October – November 2018
Second Assessment of new PEs	March – April 2019
Refine Assessment Process	April – June 2019
Final Assessment of current PEs	June – July 2019
Final Assessment of new PEs	August - September 2019

Collaboration with the State, CCIP PEs, and subject matter experts will be ongoing throughout the performance period.

3. AWARD INFORMATION

3.1 Award Amount

The State expects to award one respondent the right to negotiate a contract in response to this RFP. The award amount, if one is specified, and duration are listed in the Executive Summary of this document. The resulting contract will be subject to availability of funds.

3.2 Eligibility Information

The State is receptive to applications from individuals and teams, and from local, regional, or national organizations. To be eligible, the applicant must be recognized as a single legal entity by the state where it is incorporated, and must have a unique Taxpayer Identification Number (TIN) designated to receive payment. Applications will be screened to determine eligibility for further review using criteria detailed in this RFP and in applicable law.

3.3 Period of Performance

The anticipated Period of Performance is listed on the Cover Page. The State will evaluate the contractor's success in achieving the objectives and milestones contained in the resulting contract. The contractor may have future opportunities for expanded scope and duration of the contract.

3.4 Termination of Award

Continued funding is dependent on satisfactory performance against the scope of work and outputs and a decision that continued funding is in the best interest of the State. Proposals will be funded subject to meeting terms and conditions specified in the resulting Contract. Awards may be terminated if these terms and conditions are not met.

3.5 Issuing Office and Contract Administration

The Office of Health Strategy is issuing this Request for Proposal (RFP) and is the only contact for this competitive bidding process. The address of the issuing office is as follows:

Name: Jenna Lupi
Address: P.O. Box 1543
Hartford, CT 06144
E-Mail: jenna.lupi@ct.gov

OHS is responsible for administering the Connecticut State Innovation Model (SIM) Test Grant including the conduct of meetings, managing contracted transformation support, overseeing evaluation efforts, and communicating with stakeholders and state government. The SIM Test Grant is the primary source of funds for the agreement that results from this solicitation.

3.6 Official Contact

For the purposes of this RFP, the State has designated that all communication must be in writing and submitted to jenna.lupi@ct.gov.

Respondents, Prospective Respondents, and other interested parties are advised that any communication with the following about this RFP is strictly prohibited:

1. Any State employee(s),
2. Personnel of our state agency partners (including Department of Social Services, Department of Public Health and the Office of the State Comptroller) directly engaged in SIM related activities, and
3. Personnel under contract with the State or our state agency partners

Respondents or Prospective Respondents who violate this instruction risk disqualification from further consideration. If you are uncertain as to whether communication is permitted with an individual or entity, please submit your question to the jenna.lupi@ct.gov.

4. APPLICATION DETAILS

4.1 Submission Instructions

This Request for Proposals serves as the application package and contains all the instructions to enable a potential applicant to apply.

4.1.1 Letter of Intent to Apply

Respondents are strongly encouraged to submit non-binding, optional, Letters of Intent to Apply (LOI). Please refer to the Executive Summary related to the Letter of Intent due date.

Please submit your Letter of Intent by email to: Jenna Lupi, jenna.lupi@ct.gov.

The LOI should provide a brief description of the organization applying. The LOI must clearly identify the sender, including name, mailing address, telephone number, and email address. There are no format requirements for the LOI.

4.1.2 Respondents' Questions

The State encourages Respondents to submit questions by email to jenna.lupi@ct.gov seeking clarification of the RFP requirements. Questions will be reviewed on an ongoing basis and responses will be posted within 5 business days of receipt. The State will respond to all questions in one or more official addenda that will be posted to the Department of Administrative Services (DAS) website (http://www.biznet.ct.gov/SCP_Search/BidResults.aspx).

4.1.3 Submission Requirements

The proposal must be submitted to jenna.lupi@ct.gov no later than the established deadline listed in the Executive Summary. All documents should be submitted as PDFs, with the exception of the budget (Attachment D), which should be submitted as an Excel spreadsheet.

4.1.4 Format Requirements

In order to ensure readability by reviewers, fairness in the review process, and consistency among applications, each application must follow the below specifications to be reviewed:

- Use 8.5" x 11" letter-size pages with 1" margins (top, bottom, and sides).
- All pages of the Response must be paginated in a single sequence.
- Font size must be no smaller than 12-point
- Follow the page limits as detailed in the next section.

4.2 Application Content

The application should be written primarily as a narrative with detailed specific actions highlighted to emphasize the proposed activity of the applicant. The applicant should organize their response based on the sections detailed below.

I. PROPOSAL FACE SHEET

See Attachment A

II. TRANSMITTAL LETTER

(No more than 2 pages)

Written statement that addresses:

- That the Respondent accepts without qualification:
 - Assurances and Acceptance (RFP Section 5.2.9);
 - all Mandatory Terms and Conditions;
- Brief statement outlining experience and qualifications to undertake this project;
- A statement that any submitted response and cost shall remain valid for one hundred twenty (120) days after the proposed due date or until the contract is approved, whichever comes first;
- Evidence of Qualified Entity: The Respondent shall provide written assurance to the State from its legal counsel that it is qualified to conduct business in Connecticut and is not prohibited by its articles of incorporation, bylaws, or the law under which it is incorporated from performing the services required under any resultant contract.
- Sanction – Disclosure: The Respondent shall provide a statement that attests that no sanction, penalty or compliance action has been imposed on the Respondent within three years immediately preceding the date of this RFP. If the Respondent proposes the use of a subcontractor, each proposed subcontractor must provide the same statement.
- Small, Minority or Women's Business Enterprise: Section 32-9e of the Connecticut General Statutes, superseded by Section 4a-60g sets forth the requirements of each executive branch agency relative to the Connecticut Small Business Set-Aside program. Pursuant to that statute, twenty-five (25%) of the average total of all contracts let for each of the three previous fiscal years must be set aside. The State requires that the Resultant Contractor make a "good-faith effort" to set aside a portion of this contract for a small, minority or women's business enterprise as a subcontractor. Prospective Respondents may obtain a list of firms certified to participate in the Set-Aside program by contacting the Department of Administrative Services at the DAS website.

III. PROJECT ABSTRACT

(1 page, single-spaced)

A succinct description of the proposal, how the funds will be used, and the projected impact.

IV. PROJECT NARRATIVE

(3 pages, single-spaced)

The Project Narrative should address how the Respondent will carry out the required service components. The Respondent should organize the narrative in the following sections:

1. Overall Approach

Describe the Respondent's approach to the work envisioned in this RFP. What is the Respondent's overall approach for developing and implementing a simple yet comprehensive, efficient and replicable assessment process?

2. Proposed Strategy to the Scope of Work

Describe the Respondent's strategy for delivering on the activities outlined in Section 2.1 Scope of Work.

Respondents are encouraged to demonstrate throughout their response how their proposed approach will be clear to PEs and help PEs identify areas of opportunity to make changes to their overall transformation plan.

V. QUALIFICATIONS AND PROJECT MANAGEMENT

(4 pages, single-spaced)

This section should describe the background and experience of the Respondent necessary to carry out this project. The Respondent should organize the narrative in the following sections:

1. Qualifications and Experience

- a. Describe the Respondent's background to carry out a project of this nature and scope.
- b. Describe how the Respondent meets the qualifications as detailed in Section 2.3 Qualifications.
- c. Describe projects within the past five years with a scope similar to this one. What did you learn from your successes and failures that you would apply here?

Respondents are encouraged to describe projects for which they have used similar assessment tools and methods, and explain how those experiences helped validate and refine their methodologies.

2. References

Provide information for at least three references for the contractor and three references for each proposed subcontractor. References must include a brief description of work done, the organization's name, specific contact person name, address, phone number, and e-mail.

3. Project Management

- a. Provide an organizational structure of the company indicating lines of authority and detail how this proposed project structure fits within the larger structure of the organization.
- b. Explain the staffing and management model of its organization as well as for the specific team who would be working with the State.
- c. Detail the names of key personnel, their proposed role, expertise, functions and time commitments.
- d. How much time will be spent on-site?
- e. Include the name of a Project Manager who will serve as a single point of contact for the implementation of the project and who will be available to provide status updates and attend all project meetings at the request of the PMO.
- f. Identify and describe the role of any and all subcontractors and subject matter experts. Provide the following for each proposed subcontractor:
 - Legal Name of Agency, Address, FEIN
 - Contact Person, Title, Phone, Fax, E-mail
 - Services To Be Provided Under Subcontract

Note: The resultant contractor must receive written approval from the State for staff changes. These changes must not adversely affect the ability of the Contractor to meet any requirement or deliverable set forth in this RFP and/or the resultant contract.

4. Project Plan and Timeline

Provide a project plan with the key activities that the Respondent will undertake and the timeline for completing proposed deliverables. Provide key activities and outputs, beginning and end dates for each, and the accountable person.

5. Resumes (limit 2 pages per resume, not counted towards page limit)

Provide resumes for each proposed personnel and subcontractor. The resume shall include contract-related experience, credentials, education, training, and work experience.

6. Work Samples and Tools (not counted towards page limit)

The Respondent is strongly encouraged to provide up to two work samples or sample tools that have been used successfully in the past or plan to use to demonstrate their assessment approach.

VI. BUDGET NARRATIVE

(2 pages, single-spaced)

1. The Respondent's submission must include a cost proposal as follows:

- a. Presentation of Hourly Rates

The contract between the resultant contractor and the State shall include payment provisions wherein the contractor shall be compensated at an all-inclusive hourly rate for actual services performed by level of employee. Travel costs may be billed separately, and should be detailed to include purpose of travel; personnel that will be traveling; and travel rates including mileage, airfare, accommodations, and per diem as appropriate.

The Respondent shall identify all proposed personnel or personnel categories with a corresponding all-inclusive hourly rate of compensation and an estimate of hours to be expended by each individual in support of the project and an estimated total for the entire project. The Respondent should also include justification for all personnel included in the proposal.

- b. Withhold

The State shall withhold a percentage of the total contract value to be paid to the Contractor that shall only be paid to the Contractor upon the Contractor's completion and submission of all deliverables to the State and the State's acceptance of the same. The amount of the withhold shall be 10% of the total contract value. The contingencies for payment of the withhold shall be agreed to during contract negotiations.

The Respondent shall acknowledge and agree to a withhold of 10% of the total contract value and to negotiate, in good faith, the terms of the contract including but not limited to the contingencies for release of the withhold.

VII. STANDARD FORMS

The Respondent shall submit the following standard forms:

- o [Procurement Agreement Signatory Acceptance](#): Proposal must include a Statement of Acceptance, without qualification of all terms and conditions within this RFP and the [Mandatory Terms and Conditions](#) for a PSA contract (with proposal, see Attachment B)
- o [Consulting Agreement Affidavit](#) (with proposal, OPM Ethics Form 5)
- o [Affirmation of Receipt of State Ethics Laws Summary](#) (with proposal, OPM Ethics Form 6)
- o [Iran Certification](#) (with proposal, OPM Ethics Form 7)
- o [Gift and Campaign Contributions](#) (prior to contract, OPM Ethics Form 1)
- o [Nondiscrimination Certification Form](#) (prior to contract)

5. EVALUATION AND SELECTION

5.1 Review and Selection Process

It is the intent of the State to conduct a comprehensive, fair and impartial evaluation of the Responses received to this competitive procurement. Only those submissions that the State deems responsive to the RFP requirements will be evaluated and scored.

A team consisting of qualified experts will review the applications to assess the degree of responsiveness, and clarity in their plan to meet the project goals and milestones. The review process will include the following:

- To be considered for review, applications will first be screened for completeness and adherence to eligibility.
- The review panel will assess each application to determine the merits of the proposal. The State reserves the right to request that Respondents revise or otherwise modify their proposals and budget based on State recommendations.
- The State may elect to conduct interviews with the finalists prior to awarding the right to negotiate a contract. Any expenses incurred by the Respondent to participate in such interview shall be the responsibility of the Respondent.
- The results of the review of the applications will be used to advise the State approving official. Final award decisions will be made by the designated approving official. In making these decisions, the approving official will take into consideration: recommendations of the review panel; the readiness of the applicant to complete the scope of work and objectives; and the reasonableness of the estimated cost to the government and anticipated results.
- The SIM State reserves the right to conduct negotiations with applicants upon receipt of their proposals

5.2 Procurement Process

5.2.1 Contract Execution

The contract developed as a result of this RFP is subject to State contracting procedures for executing a contract, which includes approval by the Connecticut Office of the Attorney General. Contracts become executed upon the signature of the Office of the Attorney General and no financial commitments can be made until and unless the contracts have been approved by the Office of the Attorney General. The Office of the Attorney General reviews the contract only after the Program Director and the Contractor have agreed to the provisions.

5.2.2 Acceptance of Content

If acquisition action ensues, the contents of this RFP and the Response of the successful Respondent will form the basis of contractual obligations in the final contract. The resulting contract will be a Personal Service Agreement (PSA) contract between the successful Respondent and the State. The State is solely responsible for rendering decisions in matters of interpretation on all terms and conditions.

5.2.3 Appeal Process

The Respondent may appeal any aspect of the competitive procurement; however, such appeal must be in writing and must set forth facts or evidence in sufficient and convincing detail for the State to determine whether – during any aspect of the competitive procurement – there was a failure to comply with the State’s

statutes, regulations, or standards concerning competitive procurement or the provisions of the Procurement Document. Appeals must be submitted by the Respondent to Shiu-Yu Schiller (Shiu-Yu.Schiller@ct.gov), with a copy to the Contract Administrator.

Respondents may submit an Appeal to the State any time after the submission due date, but not later than thirty (30) days after the State notifies Respondents about the outcome of a competitive procurement. The e-mail sent date or the postmark date on the notification envelope will be considered "day one" of the thirty (30) days.

Following the review process of the documentation submitted, but not later than thirty (30) days after receipt of any such Appeal, a written decision will be issued and delivered to the Respondent who filed the Appeal and any other interested party. The decision will summarize the State's process for the procurement in question; and indicate the Agency Head's finding(s) as to the merits of the Respondent's Appeal.

Any additional information regarding the Debriefing and/or the Appeal processes may be requested from the Official Contact for this RFP.

5.2.4 Contest of Solicitation of Award

Pursuant to Section 4e-36 of the Connecticut General Statutes, "Any Respondent or RESPONDENT on a state contract may contest the solicitation or award of a contract to a subcommittee of the State Contracting Standards Board..." Refer to the State Contracting Standards Board website at www.ct.gov/scsb.

5.2.5 Disposition of Responses- Rights Reserved

Upon determination that its best interests would be served, the State shall have the right to the following:

1. **Cancellation:** Cancel this procurement at any time prior to contract award.
2. **Amend procurement:** Amend this procurement at any time prior to contract award.
3. **Refuse to accept:** Refuse to accept, or return accepted Responses that do not comply with procurement requirements.
4. **Incomplete Business Section:** Reject any Response in which the Business Section is incomplete or in which there are significant inconsistencies or inaccuracies. The State reserves the right to reject all Responses.
5. **Prior contract default:** Reject the submission of any Respondent in default of any prior contract or for misrepresentation of material presented.
6. **Received after due date:** Reject any Response that is received after the deadline.
7. **Written clarification:** Require Respondents, at their own expense, to submit written clarification of their Response in a manner or format that the State may require.
8. **Oral clarification:** Require Respondents, at their own expense, to make oral presentations at a time selected and in a place provided by the State. Invite Respondents, but not necessarily all, to make an oral presentation to assist the State in their determination of award. The State further reserves the right to limit the number of Respondents invited to make such a presentation. The oral presentation shall only be permitted for clarification purposes and not to allow changes to be made to the submission.
9. **No changes:** Allow no additions or changes to the original Response after the due date specified herein, except as may be authorized by the State.

10. **Property of the State:** Own all Responses submitted in response to this procurement upon receipt by the State.
11. **Separate service negotiation:** Negotiate separately any service in any manner necessary to serve the best interest of the State.
12. **All or any portion:** Contract for all or any portion of the scope of work or tasks contained within this RFP.
13. **Most advantageous Response:** Consider cost and all factors in determining the most advantageous Response for the State when awarding the right to negotiate a contract.
14. **Technical defects:** Waive technical defects, irregularities and omissions, if in its judgment the best interests of the State will be served.
15. **Privileged and confidential communication:** Share the contents of any Response with any of its designees for purposes of evaluating the Response to make an award. The contents of all meetings, including the first, second and any subsequent meetings and all communications in the course of negotiating and arriving at the terms of the Contract shall be privileged and confidential.
16. **Best and Final Offers:** Seek Best and Final Offers (BFO) on price from Respondents upon review of the scored criteria. In addition, the State reserves the right to set parameters on any BFOs it receives.
17. **Unacceptable Responses:** Reopen the bidding process if the State determines that all Responses are unacceptable.

5.2.6 Qualification Preparation Expenses

The State assumes no liability for payment of expenses incurred by Respondents in preparing and submitting Responses to this procurement.

5.2.7 Response Date and Time

To be considered for selection a Response must be received by the State by the date and time stated in the Cover Page of this RFP. Respondents should not interpret or otherwise construe receipt of a Response after the closing date and time as acceptance of the Response, since the actual receipt of the document is a clerical function. The State suggests the Respondent e-mail the proposal with receipt confirmation. Respondents must address all RFP communications to the State.

5.2.8 Assurances and Acceptances

1. **Independent Price Determination:** By submission of a Response and through assurances given in its Transmittal Letter, the Respondent certifies that in connection with this procurement the following requirements have been met.
 - a. **Costs:** The costs proposed have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such process with any other organization or with any competitor;
 - b. **Disclosure:** Unless otherwise required by law, the costs quoted have not been knowingly disclosed by the Respondent on a prior basis directly or indirectly to any other organization or to any competitor;
 - c. **Competition:** No attempt has been made or will be made by the Respondent to induce any other person or firm to submit or not to submit a Response for the purpose of restricting competition;
 - d. **Prior Knowledge:** The Respondent had no prior knowledge of the RFP contents prior to actual receipt of the RFP and had no part in the RFP development; and

- e. **Offer of Gratuities:** The Respondent certifies that no elected or appointed official or employee of the State of Connecticut has or will benefit financially or materially from this procurement. Any contract arising from this procurement may be terminated by the State if it is determined that gratuities of any kind were either offered to or received by any of the aforementioned officials or employees from the contractor, the contractor's agent or the contractor's employee(s).
2. **Valid and Binding Offer:** Each Response represents a valid and binding offer to the State to provide services in accordance with the terms and provisions described in this RFP and any amendments or attachments hereto.
3. **Press Releases:** The Respondent agrees to obtain prior written consent and approval from the State for press releases that relate in any manner to this RFP or any resulting contract.
4. **Restrictions on Communications with State Staff:** The Respondent agrees that from the date of release of this RFP until the State makes an award that it shall not communicate with State staff on matters relating to this RFP except as provided herein through the State. Any other communication concerning this RFP with any of the State's staff may, at the discretion of the State, result in the disqualification of that Respondent's Submission.
5. **Acceptance of the State's Rights Reserved:** The Respondent accepts the rights reserved by the State.
6. **Experience:** The Respondent has sufficient project design and management experience to perform the tasks identified in this RFP. The Respondent also acknowledges and allows the State to examine the Respondent's claim with regard to experience by allowing the State to review the related contracts or to interview contracting entities for the related contracts.

5.2.9 Incurring Costs

The State is not liable for any cost incurred by the Respondent prior to the effective date of a contract.

5.2.10 Statutory and Regulatory Compliance

By submitting a proposal in response to this RFP, the proposer implicitly agrees to comply with all applicable State and federal laws and regulations, including, but not limited to, the following:

1. Freedom of Information, C.G.S. § 1-210(b). This Contract is subject to C.G.S. § 1-210(b). The Freedom of Information Act (FOIA) requires the disclosure of documents in the possession of the State upon request of any citizen, unless the content of the document falls within certain categories of exemption, as defined by C.G.S. § 1-210(b). The proposer shall indicate if it believes that certain documents or a portion(s) of documents, as required by this RFP is confidential, proprietary or trade secret by clearly marking such in its response to this RFP. The State will make an independent determination as to the validity under FOIA of the proposer's marking of documents or portions of documents it believes should be exempt from disclosure. While a proposer may claim an exemption to the State's FOIA, the final administrative authority to release or exempt any or all material so identified rests with the State. The State has no obligation to initiate, prosecute, or defend any legal proceeding or to seek a protective order or other similar relief to prevent disclosure of any information pursuant to a FOIA request. The proposer has the burden of establishing the availability of any FOIA exemption in any proceeding where it is an issue. In no event shall the State or any of its employees have any liability for disclosure of documents or information in the possession of the State and which the State or its employees believe(s) to be required pursuant to the FOIA or other requirements of law.
2. Contract Compliance, C.G.S. § 4a-60 and Regulations of CT State Agencies § 46a-68j-21 thru 43, inclusive. CT statute and regulations impose certain obligations on State agencies (as well as

contractors and subcontractors doing business with the State) to insure that State agencies do not enter into contracts with organizations or businesses that discriminate against protected class persons.

3. Consulting Agreements, C.G.S. § 4a-81. Proposals for State contracts with a value of \$50,000 or more in a calendar or fiscal year, excluding leases and licensing agreements of any value, shall include a consulting agreement affidavit attesting to whether any consulting agreement has been entered into in connection with the proposal. As used herein "consulting agreement" means any written or oral agreement to retain the services, for a fee, of a consultant for the purposes of (a) Providing counsel to a contractor, vendor, consultant or other entity seeking to conduct, or conducting, business with the State, (b) Contacting, whether in writing or orally, any executive, judicial, or administrative office of the State, including any department, institution, bureau, board, commission, authority, official or employee for the purpose of solicitation, dispute resolution, introduction, requests for information or (c) Any other similar activity related to such contract. Consulting agreement does not include any agreements entered into with a consultant who is registered under the provisions of C.G.S. Chapter 10 as of the date such affidavit is submitted in accordance with the provisions of C.G.S. § 4a-81. The Consulting Agreement Affidavit (OPM Ethics Form 5) is available on OPM's website at http://www.ct.gov/opm/fin/ethics_forms
4. Gift and Campaign Contributions, C.G.S. §§ 4-250 and 4-252(c); Governor M. Jodi Rell's Executive Orders No. 1, Para. 8 and No. 7C, Para. 10; C.G.S. § 9-612(g)(2). If a proposer is awarded an opportunity to negotiate a contract with an anticipated value of \$50,000 or more in a calendar or fiscal year, the proposer must fully disclose any gifts or lawful contributions made to campaigns of candidates for statewide public office or the General Assembly. Municipalities and CT State agencies are exempt from this requirement. The gift and campaign contributions certification (OPM Ethics Form 1) is available on OPM's website at http://www.ct.gov/opm/fin/ethics_forms
5. Nondiscrimination Certification, C.G.S. §§ 4a-60(a)(1) and 4a-60a(a)(1). If a proposer is awarded an opportunity to negotiate a contract, the proposer must provide the Department with written representation or documentation that certifies the proposer complies with the State's nondiscrimination agreements and warranties. A nondiscrimination certification is required for all State contracts—regardless of type, term, cost, or value. Municipalities and CT State agencies are exempt from this requirement. The nondiscrimination certification forms are available on OPM's website at http://www.ct.gov/opm/fin/nondiscrim_forms.

5.2.11 Key Personnel

The State reserves the right to approve any additions, deletions, or changes in key personnel, with the exception of key personnel who have terminated employment. The department also reserves the right to approve replacements for key personnel who have terminated employment. The State further reserves the right to require the removal and replacement of any of the proposer's key personnel who do not perform adequately, regardless of whether they were previously approved by the State.

5.2.12 Other

Bidding on and/or being awarded this contract shall not automatically preclude the Respondent from bidding on any future contracts related to the SIM. Continued funding is contingent upon the ongoing availability of funds, satisfactory program performance, and demonstrated need for these services.

6. DEFINITIONS AND ACRONYMS

DEFINITIONS

Advanced Network: An independent practice association, large medical group, clinically integrated network, or integrated delivery system organization that has entered into a shared savings program (SSP) arrangement with at least one payer.

Contract: The contract awarded to the successful Respondents pursuant to this RFP.

Community & Clinical Integration Program (CCIP): The initiative established by the State Innovation Model to provide support to healthcare organizations participating in the Medicaid Shared Savings Program (PCMH+) in order to improve primary care delivery capabilities that may result in improved performance on PCMH+ measures.

Federally Qualified Health Center: An entity that meets the definition of an FQHC in section 1905(l)(2)(B) of the Social Security Act and meets all requirements of the HRSA Health Center Program, including both organizations receiving grants under Section 330 of the Public Health Service Act and also FQHC Look-Alikes, which are organizations that meet all of the requirements of an FQHC but do not receive funding from the HRSA Health Center Program.

Person Centered Medical Home Plus (PCMH+): The Medicaid Shared Savings Program that launched in 2017 as part of the State Innovation Model.

Participating Entity (PE): An Advanced Network or FQHC participating in the Community & Clinical Integration Program.

Respondent: An organization that has submitted a proposal to the SIM State in response to this RFP.

Subcontractor: An individual (other than an employee of the Contractor) or business entity hired by a Contractor to provide a specific service as part of a Contract with the SIM State as a result of this RFP.

ACRONYMS

CCIP Community & Clinical Integration Program

CMMI Center for Medicare & Medicaid Innovations

DPH Department of Public Health (CT)

FQHC Federally Qualified Health Center

OHS Office of Health Strategy

OPM Office of Policy and Management

PCMH+ Person-Centered Medical Home Plus

PE Participating Entity

RFP Request for Proposals

SIM State Innovation Model

ATTACHMENT A: Proposal Face Sheet

OFFICE OF HEALTH STRATY
REQUEST FOR PROPOSALS (RFP)
CCIP VALIDATION SURVEYOR
PROPOSAL FACE SHEET

1	<p>RESPONDING AGENCY (Legal name and address of organization as filed with the Secretary of State):</p> <p>Legal Name: _____</p> <p>Street Address: _____</p> <p>Town/City/State/Zip: _____</p> <p>FEIN: _____</p>
2	<p>DIRECTOR/CEO</p> <p>Name: _____ Title: _____</p> <p>Telephone: _____ FAX: _____</p> <p>Email: _____</p>
3	<p>CONTACT PERSON</p> <p>Name: _____ Title: _____</p> <p>Telephone: _____ FAX: _____</p> <p>Email: _____</p>

ATTACHMENT B: Procurement And Contractual Agreements Signatory Acceptance

Statement of Acceptance

The terms and conditions contained in this Request for Proposals constitute a basis for this procurement. These terms and conditions, as well as others so labeled elsewhere in this document are mandatory for the resultant contract. The Office of Health Strategy is solely responsible for rendering decisions in matters of interpretation on all terms and conditions.

On behalf of _____

I, _____ agree to accept the Mandatory Terms and Conditions and all other terms and conditions as set forth in the CCIP Validation Surveyor Request for Proposals.

Signature: _____

Title: _____

Date: _____