



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Solicitation

NUMBER
HHR12071

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
ROBERTA WAGNER 304-558-0067

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

HEALTH AND HUMAN RESOURCES
 OFFICE OF INSPECTOR GENERAL
 MEDICAID FRAUD CONTROL UNIT
 408 LEON SULLIVAN WAY
 CHARLESTON, WV
 25301 304-558-2055

DATE PRINTED
07/17/2012

BID OPENING DATE: 07/25/2012 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
1. QUESTIONS AND ANSWERS ARE ATTACHED.						
2. ADDENDUM ACKNOWLEDGEMENT IS ATTACHED. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN DISQUALIFICATION OF YOUR BID.						
END OF ADDENDUM NO. 1						
0001	1	JB		099-00-01-001		
NEW CASE MANAGEMENT SOFTWARE, PER ATTACHED SPECS.						

SIGNATURE		TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE	

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
***** THIS IS THE END OF RFQ HHR12071 ***** TOTAL:						_____

SIGNATURE		TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE	

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

SOLICITATION NUMBER: HHR12071
Addendum Number: 1

The purpose of this addendum is to modify the solicitation identified as HHR12071 ("Solicitation") to reflect the change(s) identified and described below.

Applicable Addendum Category:

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

Description of Modification to Solicitation: See attached

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

ATTACHMENT A

Questions and answers are attached.

RFQ #HHR 12071

Vendor Question #1:

“For all of your vendor requirements and mandatory requirements, must you have an exact match or an immediate solution for each requirement? “

Response: You must meet the requirement(s).

Vendor Question #2:

“Vendor Requirements, pg 4: Vendor will have a minimum of 10 years in case management software systems.

Question: Is this an absolute number? If a vendor has 9 years of experience, will that disqualify them?”

Response: Yes, a vendor must meet the requirement of 10 years.

Vendor Question #3:

“Vendor Requirement, Pg 4: Specific Medicaid Unit product development experience.

Question: Is this an absolute requirement? If a vendor has experience working in the general Fraud, Waste, and Abuse investigative community, is that acceptable?”

Response: Yes this is an absolute requirement. A vendor must have experience working with one or more Medicaid Fraud Control Units.

Vendor Question #4

“Vendor Requirement, Pg4: Vendor will not subcontract the work under this contract.

Question: Is this an absolute requirement? If a vendor has Cloud Services hosted (being provided) by a third party, does that count as sub-contracting and would that disqualify the vendor?”

Response: Yes this is an absolute requirement. The vendor must host the data. No subcontracts.

Vendor Question #5

“Mandatory, Pg 5, item nbr. 5: the software must be written in Microsoft.Net.

Question: Is this an absolute requirement? Will software written in any other language be totally unacceptable?"

Response: Yes. The software must be written in Microsoft.Net.

Vendor Question #6

"Mandatory, Pg 6, item nbr. 28: The software must allow users to open any third party software, file, or website from within the software (e.g., Westlaw, LexisNexis, and Internet Explorer).

Question: Is this an immediate requirement at contract Award or can this be developed as an add on capability?"

Response: Yes. The software must be able to allow users to open any third party software, files or websites from within the software. This capability must exist upon contract Award.

Vendor Question #7

"Mandatory, Pg 12, item nbr 112: "The software must be able to enable users to redact sensitive information....."

Question: Is this an immediate requirement at contract award or can this be developed as an add on capability?"

Response: This capability must exist upon contract Award.

Vendor Question #8

"Desirables, Pg 13, item nbr 2: Software should provide bar-coding capability to help users easily record the location of all case and exhibits...."

Question: Is this an immediate requirement at contract award or can this be developed as an add on capability?"

Response: This capability must exist upon contract Award.

Vendor Question #9

"Desirables, Pg 14, item nbr 17: The software should provide a practice database, independent of the actual database, for training purposes.

Question: Would temporary access to a development server with a test database satisfy this requirement?"

Response: No. The software should have a practice database for training through implementation and upon completion.

Vendor Question #10

"Mandatory, Pg 13, item nbr 125: Contactor must offer an annual onsite training conference for administrators of the application software.

Question: Is the cost of the travel and lodging for on-site training reimbursable, and if so, should that cost estimate be included as part of the Training line in the Cost Sheet?"

Response: The vendor must offer annual training; the location is at the vendor's discretion. The cost would not be reimbursable to MFCU.

Vendor Question #11:

"What is the number of concurrent users for this project?"

Response: There will be 25 users by project completion (03/31/2013).

Vendor Question #12:

"Is there specific budget for this project?"

Response: Budget is not an applicable subject for discussion.

Vendor Question #13:

"When will answers to questions be supplied?"

Response: Questions will be answered in Addendum #1.

Vendor Question #14

"Will all questions and answers from all vendors be shared?"

Response: All questions received from vendors will be answered and shared with vendors bidding on the project.

Vendor Question #15:

“Is there an existing case management system? If so, what are the primary reasons for wishing to replace it?”

Response: Yes. The current system is managed in Microsoft Access.

Vendor Question #16:

“Is there an existing document management system?”

Response: Nothing in place at this time.

Vendor Question #17:

“Have you evaluated or viewed any other vendor's products? If yes, please provide details”

Response: Yes we have researched possible solutions, but we are interested in individual vendor responses.

Vendor Question #18:

“What is the existing technical architecture?”

Response: The software must use N-tier architecture.

Vendor Question #19:

“Please define what is meant by "SmartClient"?”

Response: Example: delivers applications over a web connection, little to no installation, automatic updates.

Vendor Question #20:

“Will preference be given to browser-based applications?”

Response: This question is not applicable to the RFQ process.

Vendor Question #21:

“Are solutions that utilize VDI technology (Citrix, RDP, VMware View) acceptable?”

Response: The solution must be web based.

Vendor Question #22:

“Will a solution that is hosted by the State, as opposed to by the vendor, be considered?”

Response: This RFQ states that the vendor must offer a hosted solution.

Vendor Question #23:

“What information can be shared regarding any existing data which needs to be converted?”

Response: Existing data is in Microsoft Access database format.

Vendor Question #24

What is the desired timeframe for implementation?

Response: Refer to the RFQ

Vendor Question: #25

Will any consultants be assisting with the implementation or product selection? If assisting with the implementation, what systems have the had experience with in the past?

Response: No consultants will be assisting.

Vendor Question: #26

What other systems might the case management system need to integrate with?

Response: There are no other systems at this time that would require integration. However the system must integrate with Microsoft and Microsoft Office products.

Vendor Question: #27

Is integration with Outlook and/or Exchange desired?

Response: We would like to see integration with Outlook.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: HHR12071

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

(Check the box next to each addendum received)

- | | |
|---|--|
| <input type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Company

Authorized Signature

Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.
 Revised 6/8/2012