

**New York State Department of Health**  
**Cost Study and Operation of Certified Public Expenditure (CPE) Reimbursement Methodology for the Preschool/School Supportive Health Services Program (SSHSP) and Other CPE Services RFP# 20012R**  
**Questions and Answers**  
**September 28, 2022**

Question	Subject	Bidder's Question	Answer
1	Section 3.1	Can the State define the term operation as it relates to the minimum qualifications? Does operation refer to the scope of services requested in this RFP such as collecting provider cost reports, performing quality reviews/audits of submitted reports, calculating a final CPE claim for the state, and providing district support or does it refer to the preparation of cost reports on behalf of providers as part of a CPE program?	Operation refers to the daily/weekly/monthly/yearly activities necessary to complete the required tasks assigned by the state/territory/government agency to maintain the associated CPE program for which the bidder identifies.
2	Section 3.1	Since the RFP clearly states that Medicaid Administrative Claiming (MAC) will not be part of this RFP (Section 2.1, page 4), can the state confirm that MAC experience will not be considered for the purposes of meeting the minimum qualifications?	No, the State cannot confirm but please see answer to question #1 above and RFP Section 3.1.
3	Section 3.1	Must the bidder's experience with the operation of a CPE reimbursement model be current for the purposes of meeting the minimum qualifications?	No.
4	Section 3.1	Must the bidder's experience with the operation of a CPE reimbursement model be inclusive of all aspects of the model, as defined in this RFP?	No.
5	Section 4.1.1 General Requirements, paragraph 3	Will the contractor be responsible for creating the RMTS average – July through September quarter for the 2022 – 2023 school year, or will incumbent vendor be performing this task?	The incumbent vendor will be performing this task.
6	Section 4.1.1 General Requirements, paragraph 3	It is our understanding from the Implementation Guide that there are three (3) cost pools: <ul style="list-style-type: none"> <li>- <i>The first cost pool is comprised of direct service therapy staff and the respective costs for the staff for the Rest of New York State ("ROS").</i></li> <li>- <i>The second cost pool is comprised of all other direct service staff and the respective costs for the staff for the Rest of New York State ("ROS").</i></li> </ul>	No, there is not a fourth cost pool for NYC DOE all other direct service staff today, however, that is subject to change in the future.

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		<p>- <i>Direct service staff for NYC DOE are included in a separate and distinct RMTS that includes only employees of NYC DOE.</i></p> <p>Is there also a fourth cost pool for NYC DOE all other direct service staff?</p>	
7	Section 4.1.1	This section indicates that the selected contractor should implement the RMTS within four months of the contract start date or contract approval date (whichever is later). Based on the anticipated award date of August 1, 2023, can DOH clarify what quarters of the 2023-24 school year it intends to have the selected vendor administer the RMTS?	Yes, the RMTS for the 2023-2024 school year is from July 1, 2023, through June 30, 2024.
8	Section 4.1.2 Annual Cost Study	The scope states " <i>The Contractor will conduct a cost study and assist the Department in maintaining an annual cost reconciled and settled model for reimbursement of school supportive health services furnished in all public school districts and counties (including New York City (NYC))</i> ". Please confirm that there is only one (1) cost study for all school districts in the state including New York City.	Confirmed, there is only 1 cost study for all school districts in NYS including NYC.
9	Section 4.1.5	"The Contractor will also calculate/verify all Federal Financial Participating requests, provide summaries of these costs to the Department, assist the Department in presenting this data to CMS, <b>audit the documentation provided by PEMT</b> , and calculate final reconciliations costs as required." [emphasis added]. With the requirement that audits are to be performed and both AICPA and GAGAS require auditors to be independent of the providers, is it the Department's intention that the selected contractor must be independent of PEMT providers in order to submit a proposal? If so, does proof or an attestation of independence need to be submitted with the proposal or annually as part of the audit?	Per Section 5.22 of the RFP, bidders are required to sign and attest that their performance of the services outlined in the RFP does not create a conflict of interest and that the bidder will not act in any manner that is detrimental to any other State project on which they are rendering services. This attestation should be submitted with the proposal.

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10	Section 4.1.5 Medicaid Transportation CPE Services, AND Attachment B – Cost Proposal	There is not a specific line in the Attachment B Cost Proposal for the PEMT scope under CMS review. Should vendor assume this scope will be part of the cost of the annual cost study deliverables in Section A, or add a Section C in the event the SPA is approved. Or, is the section B " <i>Cost Study for Special Transportation Costs for the 2022-23 School Year (Due within 6 months of the contract start date or contract approval date, whichever is later)</i> " where we put this cost?	Any estimated costs associated with Section 4.1.5 should <b>not</b> be included in Attachment B – Cost Proposal. The selected contractor will work with the Department post award to determine specific deliverables and budget to be included in a subsequent amendment.
11	Attachment B – Cost Proposal	Please provide the annual costs that the New York State Department of Health pays to its contractor for the services outlined in this RFP.	The current procurement pricing does not align with the historical requested cost/pricing, thus it cannot be provided.
12	Attachment B – Cost Proposal, Section B	<i>Cost Study for Special Transportation Costs for the 2022-23 School Year (Due within 6 months of the contract start date or contract approval date, whichever is later)</i> . We assume transportation costs are included in the annual cost study and this deliverable is to create/verify transportation rates. Can the DOH please confirm the accuracy of this assumption?	Yes, this assumption is accurate.
13	5.0 Administrative Information; Section 5.5 Minority & Woman-Owned Business Enterprise Requirements	Will the bidder have points deducted if the MWBE 30% participation is not equally split 15% to MBE and 15% to WBE?	No.
14	Section 6.2.D.1.h and Section 8.3	How will bidder's experience with Medicaid transportation programs be factored into the scoring of the technical response?	Medicaid Transportation experience will only be factored into the scoring of item 6.2.d.1.h.
15	Section 6.2.D.2	Are bidders expected to provide any details regarding an approach to supporting a supplemental payment program for emergency medical transportation providers or other CPE	No.

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		programs, as defined in Sections 4.15 and 4.16 of the RFP, as part of their response?	
16	Section 8.4	How will the state assess reasonableness of pricing proposals to mitigate the submission of unrealistic cost proposals?	Please see RFP Section 8.0 Method of Award in its entirety as the award is based upon best value. Section 8.1, "DOH will evaluate each proposal based on the "Best Value" concept. This means that the proposal that best "optimizes quality, cost, and efficiency among responsive and responsible offerers" shall be selected for award (State Finance Law, Article 11, §163(1)(j)).
17	Attachment C	<p>According to Attachment C (SCHOOL SUPPORTIVE HEALTH SERVICES PROGRAM TIME STUDY IMPLEMENTATION PLAN FOR DIRECT SERVICES CLAIMING) included with the RFP, there are several references to <b>two</b> cost pools but on Page 5 of the same attachment, it states:</p> <p><i>This list of names is subsequently grouped into job categories (that describe their job function) and from that list all job categories are assigned into one of <b>three</b> "cost pools" for each LEA participating in the time study. There will be two mutually exclusive cost pools.</i></p> <p>Can you confirm that there are 2 cost pools?</p>	The reference to three (3) cost pools on page 5 of Attachment C is a typo. Confirming that on page 5 of Attachment C it should read two (2) cost pools.