

**Request for Proposals**

**RFP # - 20179**

**Medicaid Technical Advisory Services**

**Attachment P – Strategic Management Plans**

**Purpose**

The purpose of this form is to provide bidders with instructions and forms to submit Strategic Management Plan information.

**Instructions**

In the Header portion of the page, type the bidder’s name. Double click in the Header area to allow for entry. Double click elsewhere in the body of the document when done.

Using the tables below, for each plan describe how the plan will be used to benefit the operation of the Medicaid Enterprise Systems.

Please provide clear, concise, and accurate outline descriptions of the plans, typed into the expandable, gray-shaded response area on the form. Please limit the content to the number of pages indicated in the form.

These plans are to be customized for New York State’s MES program after contract award.

Enter “N/A” in the gray-shaded response area if you are not including a document.

| **F1 - MES Staff Management Plan** | |
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| The Staff Management Plan defines the organization structure, staff management processes, and talent acquisition and management approach that will meet the Department’s requirements and needs. This should include industry best practices and results from experiences in past and ongoing engagements. | |
| 1. **Strategic Management Plan outline.**   *Approximately 1 page* |  |
| 1. **Strategic Management Plan description; purpose, value, use, successes, etc.**   *Approximately 1 page* |  |
| **Page Limit = 2 pages total** |  |

| **F2 - MES Program and Contract Management** | |
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| The MES Program and Contract Management Plan shall describe the planning, execution, monitoring, and controlling activities to perform the work of the RFP. This plan describes the management approach to the engagement between the Department and the TAS contractor. The content will be high-level and summarize tasks necessary to manage the contract. | |
| 1. **Strategic Management Plan outline.**   *Approximately 1 page* |  |
| 1. **Strategic Management Plan description; purpose, value, use, successes, etc.**   *Approximately 1 page* |  |
| **Page Limit = 2 pages total** |  |

| **F3 - MES Documentation Management Plan** | |
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| The MES Documentation Management Plan shall describe the business practices for ensuring MES documentation is complete, uniform, well managed and has obtained the appropriate approvals. | |
| 1. **Strategic Management Plan outline.**   *Approximately 1 page* |  |
| 1. **Strategic Management Plan description; purpose, value, use, successes, etc.**   *Approximately 1 page* |  |
| **Page Limit = 2 pages total** |  |

| **F4 - MES Project Management Standards** | |
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| The MES Project Management Standards document shall describe specific standards, roles and responsibilities, and project management practices for work initiatives occurring the MES portfolio. | |
| 1. **Strategic Management Plan outline.**   *Approximately 1 page* |  |
| 1. **Strategic Management Plan description; purpose, value, use, successes, etc.**   *Approximately 1 page* |  |
| **Page Limit = 2 pages total** |  |

| **F5 - MES Program, Portfolio and Project Management Plan** | |
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| The MES Program, Portfolio and Project Management Plan shall describe the approach for managing the entire MES portfolio of projects and work initiatives. It shall include industry best practices for project management, and project management tools, techniques, and standards. | |
| 1. **Strategic Management Plan outline.**   *Approximately 1 page* |  |
| 1. **Strategic Management Plan description; purpose, value, use, successes, etc.**   *Approximately 1 page* |  |
| **Page Limit = 2 pages total** |  |

| **F6 - MES Certification Management Plan** | |
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| The MES Certification Management Plan shall describe the approach and steps in involved to achieve CMS certification of the future MES system. | |
| 1. **Strategic Management Plan outline.**   *Approximately 1 page* |  |
| 1. **Strategic Management Plan description; purpose, value, use, successes, etc.**   *Approximately 1 page* |  |
| **Page Limit = 2 pages total** |  |

| **F7 - MES Budget, IT Assets, and Procurement Management Plan** | |
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| The MES Budget, IT Assets and Procurement Management Strategy Plan should describe the efforts necessary to track existing and future contracts, contract amendments, Advanced Planning Documents (APDs) and related documents, IT assets and management of the MES budget. | |
| 1. **Strategic Management Plan outline.**   *Approximately 1 page* |  |
| 1. **Strategic Management Plan description; purpose, value, use, successes, etc.**   *Approximately 1 page* |  |
| **Page Limit = 2 pages total** |  |

| **F8 - MES Organizational Change Management Plan** | |
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| The MES Organizational Change Strategic Management shall describe the steps needed to facilitate adoption and build proficiency in the people who will lead, design, build, and use the new systems required for the modernization of New York’s MES. | |
| 1. **Strategic Management Plan outline.**   *Approximately 1 page* |  |
| 1. **Strategic Management Plan description; purpose, value, use, successes, etc.**   *Approximately 1 page* |  |
| **Page Limit = 2 pages total** |  |

| **F9 - MES Enterprise Technical and Interoperability Architecture Management Plan** | |
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| The MES Enterprise Technical and Interoperability Architecture Plan shall establish the design requirements, and processes and procedures to establish a approach for, and the management of, MES Interoperability, modularity, Service Oriented Architecture (SOA), use of APIs, and cloud-based technologies. | |
| 1. **Strategic Management Plan outline.**   *Approximately 1 page* |  |
| 1. **Strategic Management Plan description; purpose, value, use, successes, etc.**   *Approximately 1 page* |  |
| **Page Limit = 2 pages total** |  |

| **F10 - MES Security Architecture Management Plan** | |
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| This plan will serve as the detailed roadmap achieve the Department’s future Medicaid Enterprise System(s). This plan shall break down the high-level roadmap and RFP requirements and services into well-defined steps to support the actual work initiatives. All work needs to be clearly tied to the overall roadmap. | |
| 1. **Strategic Management Plan outline.**   *Approximately 1 page* |  |
| 1. **Strategic Management Plan description; purpose, value, use, successes, etc.**   *Approximately 1 page* |  |
| **Page Limit = 2 pages total** |  |

| **F11 - MES Enterprise Architecture Management Plan** | |
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| The MES Enterprise Architecture Plan includes the approach decision making for MES architecture decisions. | |
| 1. **Strategic Management Plan outline.**   *Approximately 1 page* |  |
| 1. **Strategic Management Plan description; purpose, value, use, successes, etc.**   *Approximately 1 page* |  |
| **Page Limit = 2 pages total** |  |

| **F12 - MES Enterprise Information Architecture, Data Management and Governance Plan(s)** | |
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| The MES Enterprise Information Architecture and Data Management Strategy shall establish the processes and procedures and design requirements to meet CMS MITA framework and specific Department unique requirements. | |
| 1. **Strategic Management Plan outline.**   *Approximately 1 page* |  |
| 1. **Strategic Management Plan description; purpose, value, use, successes, etc.**   *Approximately 1 page* |  |
| **Page Limit = 2 pages total** |  |

| **F13 - MES Strategic Plan (Detailed Roadmap)** | |
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| This plan will serve as the detailed roadmap achieve the Department’s future Medicaid Enterprise System(s). This plan shall break down the high-level roadmap and RFP requirements and services into well-defined steps to support the actual work initiatives. All work needs to be clearly tied to the overall roadmap. | |
| 1. **Strategic Management Plan outline.**   *Approximately 1 page* |  |
| 1. **Strategic Management Plan description; purpose, value, use, successes, etc.**   *Approximately 1 page* |  |
| **Page Limit = 2 pages total** |  |

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| CERTIFICATION: I hereby certify that: (i) all statements made on this form are true and complete, to the best of my knowledge, including the verification of any experience; and (ii) to the best of my knowledge, all consultants proposed herein will be available for the duration of the engagement.  Authorized Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Typed or Printed Name:  Date: Click here to enter a date. |