

**New York State Department of Health
Office of Health Insurance Programs**

**Request for Proposals (RFP) #20040R: Uniform Assessment System for New York (UAS-NY)
System Evolution and Technical Operations Services**

Questions and Answers Posted [9/28/2021]

Question #	Corresponding RFI Section	Question	Answer
1.	General	Would it be possible to extend the deadline to beyond October 31st 2021?	The original deadline for submission of proposals was October 13, 2021, 4:00 p.m. ET. Per Amendment 1, posted on the RFP webpage , the deadline has been extended to October 27, 2021.
2.	General	Is the agency open to switching systems to a commercial off the shelf solution (COTS)?	The Department is not currently aware of any COTS solution that has adapted the InterRAI and Praed assessments into a software application. The selected vendor must be prepared to maintain and develop the solution as described with no interruption of service.
3.	General	Would the agency be open to a solution hosted in AlayaCare's cloud environment supported by Amazon Web Services (AWS)?	The scope of work does not include production hosting services. The Development environment may be hosted in any environment that meets New York State security policies and standards. All Medicaid data must be hosted within the United States.
4.	2.3 Terms of Agreement (page 7)	Will the initial contract include the specification of one or more allowable contract extensions at the discretion of DOH?	No. The resulting contract term is expected to be for a period of five (5) years.

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5.	4.0 Scope of Work (page 8)	Please provide the names and the version numbers of each assessment that is part of the scope, including the InterRai versions.	<p>The names and version numbers of assessments that are currently implemented in the UAS are below. As part of its core scope of work, the successful vendor must implement version updates and additional assessments as requested by the Department.</p> <p>InterRAI: Community Health Assessment (CHA, including supplements), Community Mental Health (CMH) Assessment, Coordinated Assessment System (CAS) for OPWDD adults, PED (0-3, 4-17). These assessments are version 9.</p> <p>Praed: CANS assessment (0-3, 4-21)</p>
6.	4.1.1 Technical Operations (page 8)	The RFP attachments E, F, G do not seem to be related to project management. Can you clarify how these documents apply to project management or are there other documents referenced by attachments E, F, G?	Attachments E, F, G are project related implementation considerations, as indicated in the second bullet under section H.
7.	4.1.2 Development, Subsection G. Enhancements to system functionality (page 9)	Does DOH intend to extend the functionality of the UAS-NY web application to work within browsers running on mobile phones (IOS and Android)? Does DOH intend to extend the functionality of the UAS-NY Offline application to also work on mobile phones as an installable application?	There are no specific plans to extend functionality to mobile devices. DOH may require the vendor to evaluate and implement mobile device access as a part of future development but is not currently supported.
8.	4.1.6 Release Management (page 12)	Does this refer to source code version control (which is reflected in application version numbering, e.g., v1.11), or does it refer to something else? And if something else, please elaborate.	This is the software release numbering protocol that is currently used to track releases.

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9.	4.1.13 Warranty (page 17)	Please clarify the two different references to a warranty period, “per software release” at 90 days and “per contract” at 365 days? Under what conditions/terms would a 365 day warranty apply?	<p>The 90 day warranty period applies to all system evolution activities, work products, and artifacts.</p> <p>The per contract warranty period applies to production deployments and final releases.</p> <p>For example: the contractor would be required to correct a defect in System Integration Test results that was discovered within 90 days of formal delivery of those results to the Department but would not be required to make this correction more than 90days after contract end if such defect did not cause an issue with production functionality. However, a production defect would need to be corrected if it were discovered at any point during the contract warranty period.</p>
10.	5.4 Payment (page 23)	Please clarify the relationship between overall Task Order budgets and the associated milestone deliverables in terms of monthly payment processes? Will the contractor be reimbursed for actual hours worked on Task Order each month or is payment tied to milestone deliverables? If so, how will monthly payment process work?	The contractor will submit invoices to the Department a maximum of once per month and only when all milestones associated with a payment have been completed. The contractor will be reimbursed for actual hours worked, up to the amount in the approved task order budget for the milestones.
11.	5.9 Subcontracting (page 27)	Must prior written approval be obtained prior to submitting a proposal that includes subcontracted work?	No, DOH will accept proposals that include subcontractors. However, as stated in section 3.1 of the RFP, a prime contractor may not leverage a subcontractor’s experience to meet the minimum qualifications.

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<p>12.</p>	<p>6.2 Technical Proposal, Subsection D1 Experience - Performing Tasks/Deliverables (page 32)</p>	<p>There are extensive security requirements but there is not a corresponding Staffing labor category for security professionals. How should this security-related expertise be represented in the cost proposal and associated narratives?</p>	<p>See Amendment 1 on the RFP webpage.</p> <p>The Department has amended the cost proposal to include an Information Security Analyst title and section 4.2 of the RFP (“Staffing”) is hereby amended to include the following staff position: Information Security Analyst (1)</p> <p>Required Skills:</p> <ul style="list-style-type: none"> • Bachelor’s Degree in Computer Engineering, Computer Science, or a Related Field • 5 years’ experience analyzing and addressing information security vulnerabilities • Experience ensuring compliance with NIST security standards and utilizing the NIST Cybersecurity Framework • Knowledge of the SDLC, especially designing, testing and implementing application environments and security controls, and experience testing the effectiveness of application security and addressing gaps <p>Preferred Skills:</p> <ul style="list-style-type: none"> • One or more security certifications, such as Certified Information Systems Security Professional (CISSP), Systems Security Certification Practitioner (SSCP), certified Information Security Officer (CISO) or other • Experience as an information security analyst obtained while working on a project receiving enhanced funding from the Centers for Medicare & Medicaid Services <p>Vendors should note that it is the Department’s expectation that work will utilize a Secure Software Development Lifecycle and consider this when developing their approach and staffing plans.</p>
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