MEMORANDUM

YH18-0033, Provider Management System

TO: Meggan Harley, CPPO, MSW
Chief Procurement Officer

FROM: Alice McLain
Procurement Manager

SUBJECT: Executive Summary for Request for Proposals
YH18-0033 Provider Management System

DATE: May 24, 2018

The Request for Proposal (RFP) commenced in accordance with A.R.S. § 36-2906.

Timeline

1. Procurement Disclosure Statements were signed by individuals involved in the Solicitation between July 1, 2017 and January 10, 2018.
2. RFP was written and reviewed by Hawaii and Arizona and sent to CMS on November 24, 2017.
3. CMS approved the RFP on December 21, 2017.
4. Final review of RFP for spelling and grammar complete January 8, 2018.
5. The RFP Notice of Intent to Issue a Solicitation (NIS) was sent to vendors via email on January 12, 2018. The list included approximately 70 vendors who had been previously sent notification of the RFI Y18-0005 and approximately 1,000 ProcureAZ vendors registered for commodity codes 208-71 and 920-64.
6. Notice of RFP was posted on the AHCCCS website on January 12, 2018.
7. The RFP was advertised in the Record Reporter via statewide contract ADSPO12-023865 on January 19, 2018.
8. No Pre-Offer conference was held.
9. Solicitation Amendment One (1) response to offerors questions was published on the AHCCCS website on 2/14/18; there were no additional Solicitation Amendments.
10. The RFP closed on March 15, 2018, 3:00 PM (AZ time) and five (5) proposals were received.

Scoring Methodology

The evaluation committee met on March 12, 2018 to determine the scoring methodology and came to an agreement to apply the following point scale:

1. Offeror's Method of Approach maximum points allowable of 500
2. Offeror's Experience and Expertise of the Firm maximum points allowable of 300
3. Cost maximum points allowable of 200

Receipt of Proposals

Five (5) proposals were received and opened on the due date March 15, 2018 at 3:00 PM. The organization(s) that submitted a proposal are as follows:

NAME

1. Client Network Services, LLC (CNSI)
2. Conduent State Healthcare, LLC
3. Digital Harbor
4. Maximus Human Services, Inc.
5. New Wave Telecom & Technologies

Evaluation Process

The Evaluation Committee consisted of six (6) members listed below:

- Jon Fujii and Janet Williams from Med-QUEST (Hawaii)
- Janice French and Mike UpChurch – ISD (AHCCCS)
- Trish Garcia and Veronica Valenzuela – OIG (AHCCCS)

1. The proposals were distributed to the Evaluation Committee Members on March 19, 2018;
2. An Initial Consensus meeting was held April 4-6, 2018;
3. The Evaluation Committee determined that three of the five vendors should be invited to demonstrate their product.
4. Request for Clarification letters were sent to CNSI, Digital Harbor and Maximus on April 18, 2018 to confirm their acceptance of the terms and conditions without exceptions. Their responses were due by 3:00 PM on Friday, April 20, 2018;
5. The demonstrations were held on May 1 and 2, 2018.
6. A Consensus meeting was held May 3, 2018 to re-score the evaluations based upon information learned from the demonstrations.

Best and Final Offers

Negotiations were held with the top scoring Offerors deemed susceptible for award, CNSI, Digital Harbor and Maximus on May 9, 2018, and BAFO responses were due back on May 21, 2018. The team met and accepted the BAFOs and recommended award to CNSI. The Chief Procurement Officer concurred with the recommendation.

Conclusion

The AHCCCS Chief Procurement Officer determined in writing that the following proposals were not susceptible for award:

1. Conduent
2. Digital Harbor
3. Maximus
4. New Wave

The award was made to CNSI on May 30, 2018.

Approved by:

Meggan Harley, Chief Procurement Officer

5/30/18

Date

BAFO SCORING SUMMARY
RFP # YH18-0033 - Provider Management System

	Max Points	CNSI	Conduent	Digital Harbor	Maximus	NewWave
METHOD OF APPROACH	*500*	400	160	290	240	200
EXPERIENCE & EXPERTISE	*300*	255	105	180	245	10
COST	*200*	105	200	109	157	74
TOTAL SCORE	1000	760	465	579	642	284

Evaluation Committee Members Attestation: We hereby attest that the points awarded to each offeror listed on this Scoring Sheet were scored in accordance with the established evaluation criteria and represent our best judgment of each offeror's proposal.
As indicated by the scores and the justification in the Executive Summary, our recommendation for contract award is:
NAME OF RECOMMENDED AWARDED VENDOR CNSI

Signature — Date 5/22/18

Signature — Date 5/22/2018

Signature — Date 5/22/2018

Signature — Date 5/22/2018

Signature — Date 5/22/18

Signature — Date 5/23/18