

**CATS II TORFP# M00B2400488/OPASS 12-10976**

**Financial Restructuring of the Developmental Disabilities  
Administration**

**RE: Clarification points related to TORFP (Changes in blue).**

**Pg. 9 - First Phase (May – August 31, 2012 (Assuming May 15, 2012 – NTP))**

**I. Deliverables - Clarification:**

1. Pg. 10 – Second Phase (August 1, 2012 - September 27, 2012)
2. (New)Third Phase – Requirements & Specifications (contingent upon acceptance 2<sup>nd</sup> Phase). September 27, 2012 – January 30, 2013
3. Pg. 13 – 2.7.2.7 NTP + 135 (o/a September 27, 2012)
4. Pg. 13 – 2.7.2.8 NTP + 135 (o/a September 27, 2012)
5. Pg. 13 – 2.7.2.8 (repeat #) be renumbered to 2.7.2.9 and NTP + 135 (o/a September 27<sup>th</sup>, 2012).
6. Pg. 13 – current 2.7.2.9 be renumbered to 2.7.2.10 and NTP + 135 (o/a September 27<sup>th</sup>, 2012).
7. Pg. 13 – current 2.7.2.10 be renumbered to 2.7.2.11 and NTP + 135 (o/a September 27<sup>th</sup>, 2012).
8. Pg. 14 – 2.7.2.13 NTP + 60 Calendar Days (o/a July 14, 2012).
9. Pg. 14 – 2.7.2.14 (1<sup>st</sup> occurrence) maintain same number and NTP + 108 (o/a August 31, 2012)
10. Pg. 14 – 2.7.2.14 (2<sup>nd</sup> occurrence) renumbered to 2.7.2.15 and NTP + 135 (o/a September 27<sup>th</sup>, 2012).

**II. Qualifications – Clarification:**

**2.10 TO Contractor Min. Qualifications:**

1. Pg. 15 - The following minimum qualifications are mandatory for the TO Contractor (individual focused).
  - a. 1. Minimum of 5 years of work with Financial Management Systems of major health care and/or disabilities administration (i.e. with at least \$500M operating budget).

- b. 2. Minimum of 5 years of work with Medicaid payment and billing system of major health care administration. (i.e. with at least \$500M operating budget).
- c. 3. Five (5) years of experience with implementing financial transactional platforms in major enterprise environments (i.e. with at least \$500M operating budget).

#### 2.11 TO Contractor Personnel Minimum Qualifications (pg 15):

1. TO Contractor will submit individual resumes & references with Technical proposal in order to measure Personnel Minimum Qualifications. TO Contractor is accountable to maintain personnel with the minimum qualifications.
2. At a minimum, the TO Contractor is expected to present a Project Manager, Business Analyst, and a Subject Matter Expert (pgs. 15 & 21) – hours are a guideline not a requirement.

##### Project Manager (PM) – Minimum Qualification:

1. Minimum of 5 years of work with financial management systems of Medicaid and/or disabilities.
2. Minimum of 5 years of project management experience.
3. Current Project Management Certification from PMI or two (2) successful and ‘similar’ projects, where the proposed PM was the primary Project Manager.

##### Business Analyst – Minimum Qualification:

1. Minimum of 5 years of work with financial management systems of Medicaid or disabilities administrations.
2. Minimum of 5 years of business analysis experience.

##### Subject Matter Expert Minimum Qualification:

1. Minimum of 5 years of work with financial management systems of Medicaid or disabilities administrations.
2. Minimum of 2.5 years of direct operational work with disabilities divisions of other states.