DEPARTMENT OF HEALTH & HUMAN SERVICES
Centers for Medicare & Medicaid Services
7500 Security Boulevard, Mail Stop C2-21-15
Baltimore, Maryland 21244-1850

CENTERS for MEDICARE & MEDICAID SERVICES

Office of Acquisition and Grants Management

January 22, 2008

To: QIO CEOs

Subject: Request for Proposal (RFP) Number CMS-2007-QIO9thSOW-NAHC
Renewal QIOs Only

NOTICE: THIS REQUEST FOR PROPOSAL IS BEING ISSUED PENDING AVAILABILITY OF FUNDS

Ladies and Gentlemen:

You are invited to submit a proposal in accordance with the requirements of Request for Proposal (RFP) Number CMS-2007-QIO9thSOW-NAHC to provide utilization and quality control peer review services in accordance with Section 1154 of the Social Security Act. This solicitation applies to Quality Improvement Organization (QIO) contracts to be competitively awarded in the States of:

New York	California	Minnesota	Mississippi
Oklahoma	North Carolina	South Carolina	Nevada

Your attention is directed to the additional information provided below:

1. Offerors submitting proposals in response to this solicitation must meet the definition of a QIO (formerly known as "utilization and quality control peer review organization") in accordance with Section 1152 of the Social Security Act. Proposals received by Offerors who do not qualify as a QIO will not be evaluated.

2. CMS Holds Pre-Proposal Conference for Quality Improvement Program Contracting Opportunities

   On January 28th, from 9 AM – 5 PM EST CMS is holding a "Pre-Proposal Conference" at 7500 Security Blvd. in Baltimore, Maryland. The conference will explain the 9th Scope of Work (SoW) and the role of QIOs, as well as make attendees aware of the many contracting and subcontracting opportunities that will become available.

   This event will provide interested organizations with the latest and best information available on the services CMS is purchasing, clarify contracting requirements, and create a forum for networking between potential contractors and subcontractors. During the conference there will be an opportunity for interaction with other participants in formulating questions that are answered by key CMS officials on site.

You are encouraged to attend by registering for the conference and sending your full name, your respective title, your company name, address, telephone number and facsimile number to Naomi Haney-Ceresa, Contracting Officer, Phone 410-786-1607, Fax 410-786-9088, Email NHaneyceresa@cms.hhs.gov or Brian Hebbel, Contracting Officer, Phone 410-786-5159, Fax 410-786-9088, Email BHebbel@cms.hhs.gov.

Interested Offerors may listen to the Pre-Proposal Conference by telephone. In order to listen to the conference, you must register with Ms. Clarissa Whatley by sending an email request to: clarissa.whatley@cms.hhs.gov no later than 12:00 p.m. (local prevailing time, Baltimore, MD) on January 25, 2008. Offerors are informed that this is only an opportunity to listen to the conference. There is no opportunity to ask questions.

3. Due Date and Time for Submission of RFP Questions

The deadline for submission of questions is February 5, 2008. Complete instructions for submission of questions are provided in the RFP at Section L.9. **Offerors are advised that verbal questions will not be accepted.**

4. Reference Materials

Reference materials will be transmitted with the RFP to supplement the Section C SOW requirement for performance of Theme 7.2. Patient Pathways (Care Transitions). QIOs electing to submit proposals for this Theme should give consideration to the reference materials in proposal development and contract performance. Reference materials are provided as RFP Section J, Attachment 10 and Attachment 10a. **The reference material provided as Section J, Attachment 10a can only be provided in hardcopy.** Therefore, Offerors must submit a written request to the Contracting Officer for this Attachment. The written request should be sent by email to: naomi.haney-ceresa@cms.hhs.gov Refer to RFP Section C.7.2 for detailed information concerning reference materials.

5. Attachment J-17, List of Facilities with Greatest Opportunity for Improvement in Each Individual Measure, Attachment J-20, Case Review Volume Assumptions and a list of Government Furnished Property (GFP) will be made available to Offerors for each of the competitive states within the next few weeks. This information is expected to be released shortly before or at the time of issuance of Amendment 1 transmitting Industry Questions and Government Responses.

6. Issuance of RFP Amendments

Please be advised that any amendment to this RFP will be issued electronically (transmitted by email) to QIO CEOs. It is strongly recommended that QIOs monitor their email accounts for any amendments issued under this RFP.

7. Due Date and Time for Submission of Proposals

Proposals must be received by the Contracting Officer no later than 12:00 p.m. (local prevailing time—Baltimore, MD) on March 11, 2008 at the following address:

Centers for Medicare and Medicaid Services (CMS)
Office of Acquisition and Grants Management
7500 Security Blvd., Mail Stop C2-15-21
Baltimore, MD 21244-1850
Attn: Ms. Naomi A. Haney-Ceresa, Contracting Officer
Marked RFP Number: CMS-2007-QIO9thSOW-NAHC
For the State of: **(Offeror must Enter name of state—See item 7, below.)**

CMS is a secure facility and access is limited. Offerors should allow sufficient time to obtain a visitor's parking pass and registration at the Security Guard's Desk(s). Please refer to RFP Section L.17, entitled, "Proposal Delivery" for detailed information.

This RFP does not commit the Government to pay any costs for the preparation and submission of a proposal. Offerors are further advised that the Contracting Officer is the only individual who can legally commit the Government to expenditure of funds in connection with this proposed acquisition.

Offerors' proposals must provide a contact name and telephone number, fax number, company name and complete address including street, city, county, state, zip code, Tax Identification Number (TIN), and Dun & Bradstreet Number (DUNS). Please place this information on the first page of the business proposal. If the address for payment to your organization is different from that shown on the first page of your business proposal, please include the complete payment address.

8. Submission of multiple proposals for each state

NOTE: OFFERORS ARE INFORMED THAT THEY MUST SUBMIT A SEPARATE AND COMPLETE PROPOSAL FOR EACH STATE FOR WHICH THEY WISH TO BE EVALUATED. THE OFFEROR SHOULD NOT COMINGLE THE PROPOSALS FOR DIFFERENT STATES IN THE SAME PACKAGE. SEPARATE PACKAGES ARE REQUIRED FOR THE PROPOSALS THAT ARE BEING SUBMITTED FOR NUMEROUS STATES (i.e. IF AN OFFEROR DESIRES TO SUBMIT A PROPOSAL FOR TWO STATES – CALIFORNIA AND SOUTH CAROLINA, THEN THE PROPOSALS FOR THE STATE OF CALIFORNIA SHOULD NOT BE SHIPPED IN THE SAME PACKAGE AS THE PROPOSAL FOR CAROLINA. THE PROPOSALS SHOULD BE COMPLETE—ADDRESSES ALL THE REQUIREMENTS AND INCLUDES ALL VOLUMES WITH REQUIRED COPIES—AND SHOULD BE SUBMITTED IN A SEPARATE PACKAGE CLEARLY MARKED FOR THE RESPECTIVE STATE.)

9. Requests for information concerning the RFP

Requests for information concerning this RFP should be referred only to the undersigned Contracting Officer who may be reached at nhaneyceresa@cms.hhs.gov or (410) 786-1607. Discussion with individuals outside of the contracting office may result in rejection of a prospective Offeror's proposal.

Sincerely yours,

Naomi A. Haney-Ceresa

Naomi A. Haney-Ceresa
Contracting Officer

DISCLAIMER: This document has been downloaded from the CMS Quality Improvement Organization (QIO) Program website on www.cms.hhs.gov/QualityImprovementOrgs/04_9thSOW.asp. This document is current as of January 23, 2008. This document is provided on the CMS website for informational purposes only and should not be used as an official document to prepare a response to CMS' contract proposal solicitation. Please refer to the FedBizOpps website at www.fbo.gov to obtain the official version of the documents that comprise the Request for Proposals (RFP) package to be used when responding to CMS' contract proposal solicitation.