

**State of Maine**  
**Master Score Sheet**

RFP# 202409170					
Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process					
Bidder Name:		BerryDunn	Guidehouse	Public Knowledge	Pyxis
Proposed Cost:		\$1,748,625.00	\$1,554,420.00	\$1,605,170.00	\$1,999,291.00
Scoring Sections	Points Available				
Section I: Preliminary Information	Pass/Fail	Pass	Pass	Pass	Pass
Section II: Organization Qualifications and Experience	25	23	22	21	21
Section III: Proposed Services	50	41	40	36	37
Section IV: Cost Proposal	25	22.22	25	24.21	19.44
<b>TOTAL</b>	<b><u>100</u></b>	<b><u>86.22</u></b>	<b><u>87</u></b>	<b><u>81.21</u></b>	<b><u>77.44</u></b>

**Award Justification Statement**  
**RFP# 202409170: Internal Verification and Validation Services for Medicaid**  
**Enterprise System Health PAS Modernization Process**

**I. Summary**

The State of Maine, Department of Administrative and Financial Services, Project Management Office is seeking to procure Independent Verification and Validation services for the Medicaid Enterprise System (MES) Health PAS (HPAS) Modernization Process on behalf of the Maine Department of Health and Human Services (DHHS). The awarded Bidder will be responsible for working with the project's implementation vendor, Gainwell, and the Project Management and Organizational Change Management vendor Public Consulting Group, to ensure the modernization process is completed and up to the standards expected by the Project Management Office (PMO), DHHS, and the State of Maine.

**II. Evaluation Process**

An evaluation team of three individuals reviewed proposals submitted by bidders. The team consisted of three members of the PMO. The PMO members are contract administrators for similar IV&V service contracts.

Members of the proposal evaluation team completed individual reviews of each submitted proposal, then met as a team for a full day work session to assign consensus scores for each proposal. The team evaluated bids by file in alphabetical order. Starting in order with File 1, File 2, and then finally File 3. The results of File 4's scoring (Cost) was reviewed by the team once File's 1 – 3, were fully scored.

After scoring was complete, Guidehouse's proposal received the most points overall, which demonstrates best value for the State of Maine.

**III. Qualifications & Experience**

All four Bidders provided experience and qualifications that aligned with the requirements of the RFP.

Guidehouse demonstrated a strong track record in the medical field, particularly in implementation and IV&V, showcasing a deep understanding of the requirements for a successful HPA modernization process.

**IV. Proposed Services**

Guidehouse was the second highest scoring bid in this section. They provided a detailed IV&V implementation plan that addressed each of the required sections and demonstrated a strong understanding of requirements. Guidehouse displayed history

as both an IV&V provider and implementor within the field well by providing a strong IV&V management plan approach.

## **V. Cost Proposal**

The highest proposed cost was \$1,999,291.00. The lowest proposed cost was \$1,554,420.00.

The equation used to determine the scoring of cost proposals is as follows:

$(\text{Lowest submitted cost proposal} / \text{Cost of proposal being scored}) \times 25 = \text{pro-rated score}$

Guidehouse submitted the lowest proposed cost of the four Bidders.

## **VI. Conclusion**

Guidehouse received the highest score among bidders. Their proposal stood out due to their extensive experience with Medicaid-related projects, including six large-scale Medicaid IV&V initiatives. Additionally, they demonstrated a strong understanding and expertise in MMIS implementations. Guidehouse also offered the most competitive pricing, which contributed to their top score.



**STATE OF MAINE  
DEPARTMENT OF ADMINISTRATIVE  
AND FINANCIAL SERVICES**

**Janet T. Mills  
Governor**

**Kirsten Figueroa  
Commissioner**

**AWARD NOTIFICATION LETTER**

February 11, 2025

Berry, Dunn, McNeil & Parker, LLC  
2211 Congress Street  
Portland, ME 04102

**SUBJECT:** Notice of Conditional Contract Award under RFP # 202406125,  
Internal Verification and Validation Services for Medicaid Enterprise System  
Health PAS Modernization Process

Dear Shea Berry-Brennan:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Administrative and Financial Services for Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

- Guidehouse

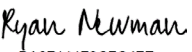
The bidder listed above received the evaluation team's highest ranking. The Department will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:  
  
BA8711179C7C47E...

Ryan Newman  
Project Analyst  
ryan.newman@maine.gov

## **STATEMENT OF APPEAL RIGHTS**

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Office of State Procurement Services [formerly the Division of Purchases], Chapter 120, § (2) (2).



**STATE OF MAINE  
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Governor**

**Kirsten Figueroa  
Commissioner**

**AWARD NOTIFICATION LETTER**

February 11, 2025

Guidehouse Inc.  
1676 International Drive, Suite 800  
McLean, VA 22102

**SUBJECT:** Notice of Conditional Contract Award under RFP # 202406125,  
Internal Verification and Validation Services for Medicaid Enterprise System  
Health PAS Modernization Process

Dear Nini Donovan:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Administrative and Financial Services for Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

- Guidehouse

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Sincerely,

DocuSigned by:  
  
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Ryan Newman  
Project Analyst  
ryan.newman@maine.gov



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AND FINANCIAL SERVICES**

**Janet T. Mills  
Governor**

**Kirsten Figueroa  
Commissioner**

**AWARD NOTIFICATION LETTER**

February 11, 2025

Public Knowledge, LLC  
600 Airport RD.  
Lakewood, NJ 08701-5995

**SUBJECT:** Notice of Conditional Contract Award under RFP # 202406125,  
Internal Verification and Validation Services for Medicaid Enterprise System  
Health PAS Modernization Process

Dear Lamar Smith:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Administrative and Financial Services for Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

- Guidehouse

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DocuSigned by:  
*Ryan Newman*  
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Ryan Newman  
Project Analyst  
ryan.newman@maine.gov

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Governor**

**Kirsten Figueroa  
Commissioner**

**AWARD NOTIFICATION LETTER**

February 11, 2025

PYXIS Management Consulting Group LLC  
25 Woodland Dr,  
Alamo, CA 94507

**SUBJECT:** Notice of Conditional Contract Award under RFP # 202406125,  
Internal Verification and Validation Services for Medicaid Enterprise System  
Health PAS Modernization Process

Dear Debasis Saha:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Administrative and Financial Services for Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

- Guidehouse


The bidder listed above received the evaluation team's highest ranking. The Department will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

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Sincerely,

DocuSigned by:  
  
BA8711179C7C47E...

Ryan Newman  
Project Analyst  
ryan.newman@maine.gov

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**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** BerryDunn

**DATE:** 1/16/2025

**SUMMARY PAGE**

**Department Name:** Department of Administrative and Financial Services

**Name of RFP Coordinator:** Ryan Newman

**Names of Evaluators:** Ryan Newman, Torrey Morrow, Crystal Vaughn

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
<b>Section I. Preliminary Information (Eligibility)</b>		
<ul style="list-style-type: none"> <li>In the organizational chart provided as part of Section II below, identify which (at least one) IV&amp;V team member has at least five (5) years' experience providing IV&amp;V services in the last seven (7) years for an implementation or significant upgrade of a large Medicaid or other health care information technology system</li> </ul>	<b>X</b>	
<ul style="list-style-type: none"> <li>Bidders may be deemed ineligible if they, their subsidiaries, or contractors are awarded the Project and Organizational Change Management contract for the MES HPAS Modernization.</li> </ul>	<b>X</b>	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	<b>25</b>	<b>23</b>
Section III. Proposed Services	<b>50</b>	<b>41</b>
Section IV. Cost Proposal	<b>25</b>	<b>22.22</b>
<b><u>Total Points</u></b>	<b><u>100</u></b>	<b><u>86.22</u></b>



**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** BerryDunn

**DATE:** 1/16/2025

**OVERVIEW OF SECTION I  
Preliminary Information**

Section I. Preliminary Information

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**Evaluation Team Comments:**

After reviewing Appendix A, Appendix B, and the Eligibility Requirements, the evaluation team determined that the bidder's submission met the requirements set out in the RFP.

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** BerryDunn

**DATE:** 1/16/2025

**EVALUATION OF SECTION II  
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	<b>25</b>	<b>23</b>

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**Evaluation Team Comments:**

- I. Overview of the Organization
  - 50 years of experience, local to Maine. 35 years of experience with Medicaid related projects. Experience with 13 Gainwell states. Experience with PM and OCM on past projects. Current SOM IV&V service provider.
- II. Subcontractors
  - None stated for this effort
- III. Organizational Chart
  - Provided Org chart with resumes. Listing clear breakdown of years of experience per team member. Detailed list of duties per team member.
- IV. Litigation
  - 2 cases, not relevant to RFP scope.
- V. Financial Viability
  - Provided Dun and Bradstreet per RFP
- VI. Certificate of Insurances
  - Provided

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** BerryDunn

**DATE:** 1/16/2025

**EVALUATION OF SECTION III  
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	<b>50</b>	<b>41</b>

**Evaluation Team Comments:**

**A. Services Required**

- Described 4 phase approach, following guidelines of CMS and PMI for risk management evaluation. “No surprises” approach to communication. Provided examples of reports. ADDIE framework for training. Will work with Gainwell to monitor implementation plan. Breakdown of how they would meet requirements and how it would be implemented within Gainwell and DHHS’s processes.

**B. Deliverables**

1. IV&V Management Plan
  - Gave detailed description of each section of the IV&V Management plan and attached a real-world plan as an example. Detailed their methodologies for their IV&V plan. Will work with DHHS and PMO me meet their standards.
2. Process and Document Reviews and Feedback
  - Collaboration with the State to as part of their “no surprise” approach. Will work the state to design mitigation strategies and are practical and constructive for the State. Provided a list of examples of what artifacts they would review and what they would look for.
3. Monthly Updates and Quarterly Reports
  - Provided a comprehensive real world reports that gives an example of what the state should expect from BD’s reports.
4. Provide a running list of risks, issues, and corrective actions along with dates to remedy and risks accepted.
  - Provided detailed table of risk examples with mitigation strategies and action items. In attached reports they also provide trigger dates for risks.
5. Track and record all data/information necessary to complete the required reports listed in **Table 1:**
  - Adequate response, reports were addressed in the proposal.

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** BerryDunn

**DATE:** 1/16/2025

6. Submit all the required reports to the Department in accordance with the timelines established in **Table 2**:

- Acknowledges the timelines set in the RFP, gave examples of required reports as attachments.

**C. Document Repository Electronic Archive**

- Online repository hosted on SOM SharePoint sites.

**D. Staffing requirements**

- Identified team member based on previous experience with Gainwell.

**E. Implementation Workplan**

- Clear sample work plan as well as Attached IV&V PM Plan template. Clearly outlined in the proposal.

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System  
Health PAS Modernization Process

**BIDDER:** BerryDunn

**DATE:** 1/16/2025

**EVALUATION OF SECTION IV  
Cost Proposal**

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Lowest Submitted Cost Proposal		Cost Proposal Being Scored	x	Score Weight	=	Score
<b>\$1,554,420.00</b>		<b>\$1,748,625.00</b>	<b>x</b>	<b>25 points</b>	<b>=</b>	<b>22.22</b>

**Evaluation Team Comments:**

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** Guidehouse

**DATE:** 1/16/2025

**SUMMARY PAGE**

**Department Name:** Department of Administrative and Financial Services

**Name of RFP Coordinator:** Ryan Newman

**Names of Evaluators:** Ryan Newman, Torrey Morrow, Crystal Vaughn

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
<b>Section I. Preliminary Information (Eligibility)</b>		
<ul style="list-style-type: none"> <li>In the organizational chart provided as part of Section II below, identify which (at least one) IV&amp;V team member has at least five (5) years' experience providing IV&amp;V services in the last seven (7) years for an implementation or significant upgrade of a large Medicaid or other health care information technology system</li> <li></li> </ul>	<b>X</b>	
<ul style="list-style-type: none"> <li>Bidders may be deemed ineligible if they, their subsidiaries, or contractors are awarded the Project and Organizational Change Management contract for the MES HPAS Modernization.</li> </ul>	<b>X</b>	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	<b>25</b>	<b>22</b>
Section III. Proposed Services	<b>50</b>	<b>40</b>
Section IV. Cost Proposal	<b>25</b>	<b>25</b>
<b><u>Total Points</u></b>	<b><u>100</u></b>	<b><u>87</u></b>

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** Guidehouse

**DATE:** 1/16/2025

**OVERVIEW OF SECTION I  
Preliminary Information**

Section I. Preliminary Information

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**Evaluation Team Comments:**

After reviewing Appendix A, Appendix B, and the Eligibility Requirements, the evaluation team determined that the bidder's submission met the requirements set out in the RFP.

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** Guidehouse

**DATE:** 1/16/2025

**EVALUATION OF SECTION II  
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	<b>25</b>	<b>22</b>

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**Evaluation Team Comments:**

- I. Overview of the Organization
  - Global company with a state and local government branch. Experience within SOM as IV&V vendor. 30 years of experience with Medicaid related projects. Experience with HPAS in SOM. 6 large scale Medicaid IV&V projects listed.
- II. Subcontractors
  - Impact First, currently sub on HRMS IV&V, named resource is the main source of MMIS experience for qualifying for the RFP
  - Netlogx,
- III. Organizational Chart
  - 3-4 core members with a team of 4 SMEs for support.
- IV. Litigation
  - None relevant to scope of the project
- V. Financial Viability
  - Included Dun and Bradstreet per RFP.
- VI. Certificate of Insurances
  - Included



**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** Guidehouse

**DATE:** 1/16/2025

**EVALUATION OF SECTION III  
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	<b>50</b>	<b>40</b>

**Evaluation Team Comments:**

**A. Services Required**

- They are an imbedded service. Have a repeatable framework for IV&V. Gave a summary of the HPAS modernization effort. Verification teams work with the state using an agile approach. Examples were tough to read as they were imbedded photos without provided an attachment. Detailed approach to delivering the scope of service.

**B. Deliverables**

1. IV&V Management Plan
  - Have worked on the other side of MMIS implementations and how that will better inform their approach. ADDIE methodology for training.
2. Process and Document Reviews and Feedback
  - Have a review checklist and description of it, but checklist was an embedded photo that was hard to read.
3. Monthly Updates and Quarterly Reports
  - Monthly, quarterly reports, and added weekly cadence and report for deliverable report. Reports example should have been attachments for legibility purposes.
4. Provide a running list of risks, issues, and corrective actions along with dates to remedy and risks accepted.
  - Uses lessons learned from previous projects to help avoid common pitfalls. Provided sample risk and issue logs. Mentions that risk identification is a team effort and they need to work as a team to develop mitigation strategies.
5. Track and record all data/information necessary to complete the required reports listed in **Table 1**:
  - Addressed in the proposal.
6. Submit all the required reports to the Department in accordance with the timelines established in **Table 2**:

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** Guidehouse

**DATE:** 1/16/2025

- Addressed in the proposal.

**C. Document Repository Electronic Archive**

- Mentioned talking about document repository in the IV&V Management Plan, but never address it in the plan.

**D. Staffing requirements**

- Addressed in file 2

**E. Implementation Work Plan**

- Provided draft schedule with detailed step breakdown with assigned resource. Mention budgeting for onsite sessions to meet with the SOM team.

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** Guidehouse

**DATE:** 1/16/2025

**EVALUATION OF SECTION IV  
Cost Proposal**

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Lowest Submitted Cost Proposal		Cost Proposal Being Scored	x	Score Weight	=	Score
<b>\$1,554,420.00</b>		<b>\$1,554,420.00</b>	<b>x</b>	<b>25 points</b>	<b>=</b>	<b>25</b>

**Evaluation Team Comments:**

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** Public Knowledge

**DATE:** 01/16/2025

**SUMMARY PAGE**

**Department Name:** Department of Administrative and Financial Services

**Name of RFP Coordinator:** Ryan Newman

**Names of Evaluators:** Ryan Newman, Torrey Morrow, Crystal Vaughn

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
<b>Section I. Preliminary Information (Eligibility)</b>		
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<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
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<b><u>Total Points</u></b>	<b><u>100</u></b>	<b><u>81.21</u></b>

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** Public Knowledge

**DATE:** 01/16/2025

**OVERVIEW OF SECTION I  
Preliminary Information**

Section I. Preliminary Information

---

**Evaluation Team Comments:**

After reviewing Appendix A, Appendix B, and the Eligibility Requirements, the evaluation team determined that the bidder's submission met the requirements set out in the RFP.

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** Public Knowledge

**DATE:** 01/16/2025

**EVALUATION OF SECTION II  
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	<b>25</b>	<b>21</b>

---

**Evaluation Team Comments:**

- I. Overview of the Organization
  - ~20 IV&V projects active or completed. 2 MMIS related IV&V projects. References relatable to current HPAS modernization effort. Gave the past 10 years of projects.
- II. Subcontractors
  - None listed.
- III. Organizational Chart
  - 5 core staff, with 4 SMEs as needed. Highlighted 2 key team members with 5+ years in IV&VV for large scale Medicaid of other health care IT systems.
- IV. Litigation
  - Reported none in the past 5 years.
- V. Financial Viability
  - Provided Dun & Bradstreet per RFP requirements
- VI. Certificate of Insurances
  - Provided

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** Public Knowledge

**DATE:** 01/16/2025

**EVALUATION OF SECTION III  
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	<b>50</b>	<b>36</b>

**Evaluation Team Comments:**

**A. Services Required**

- Provided a service narrative showing understanding of the projects complexity. Gave baseline understanding of the service to be provided. “No surprises” approach. Talked about the importance and monitoring of testing.

**B. Deliverables**

- IV&V Management Plan
  - Provided detailed real-world example of active IV&V management plan.
- Process and Document Reviews and Feedback
  - Outlined in the proposal.
- Monthly Updates and Quarterly Reports
  - Provide detailed real-world example.
- Provide a running list of risks, issues, and corrective actions along with dates to remedy and risks accepted.
  - More metrics based approach to risk management. Provided more detail in the sample monthly reports.
- Track and record all data/information necessary to complete the required reports listed in **Table 1**:
- Talks about having a searchable database for data collected for reports. Discusses observing meeting and stakeholder interviews.
- Submit all the required reports to the Department in accordance with the timelines established in **Table 2**:
- Acknowledges our set timelines

**C. Document Repository Electronic Archive**

- Mentioned having a repository on the state network, calling our SharePoint as an example.

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System  
Health PAS Modernization Process

**BIDDER:** Public Knowledge

**DATE:** 01/16/2025

**D. Staffing requirements**

- Provided in file 2

**E. Implementation Work Plan**

- Gave high level overview with proposed project timeline. Addressed in the proposal.



**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System  
Health PAS Modernization Process

**BIDDER:** Public Knowledge

**DATE:** 01/16/2025

**EVALUATION OF SECTION IV  
Cost Proposal**

---

Lowest Submitted Cost Proposal		Cost Proposal Being Scored	x	Score Weight	=	Score
<b>\$1,554,420.00</b>		<b>\$1,605,170.00</b>	<b>x</b>	<b>25 points</b>	<b>=</b>	<b>24.21</b>

**Evaluation Team Comments:**

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** Pyxis

**DATE:** 1/16/2025

**SUMMARY PAGE**

**Department Name:** Department of Administrative and Financial Services

**Name of RFP Coordinator:** Ryan Newman

**Names of Evaluators:** Ryan Newman, Torrey Morrow, Crystal Vaughn

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
<b>Section I. Preliminary Information (Eligibility)</b>		
<ul style="list-style-type: none"> <li>In the organizational chart provided as part of Section II below, identify which (at least one) IV&amp;V team member has at least five (5) years' experience providing IV&amp;V services in the last seven (7) years for an implementation or significant upgrade of a large Medicaid or other health care information technology system</li> </ul>	<b>X</b>	
<ul style="list-style-type: none"> <li>Bidders may be deemed ineligible if they, their subsidiaries, or contractors are awarded the Project and Organizational Change Management contract for the MES HPAS Modernization.</li> </ul>	<b>X</b>	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	<b>25</b>	<b>21</b>
Section III. Proposed Services	<b>50</b>	<b>37</b>
Section IV. Cost Proposal	<b>25</b>	<b>19.44</b>
<b><u>Total Points</u></b>	<b><u>100</u></b>	<b><u>77.44</u></b>

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** Pyxis

**DATE:** 1/16/2025

**OVERVIEW OF SECTION I  
Preliminary Information**

Section I. Preliminary Information

---

**Evaluation Team Comments:**

After reviewing Appendix A, Appendix B, and the Eligibility Requirements, the evaluation team determined that the bidder's submission met the requirements set out in the RFP.

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** Pyxis

**DATE:** 1/16/2025

**EVALUATION OF SECTION II  
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	<b>25</b>	<b>21</b>

**Evaluation Team Comments:**

- I. Overview of the Organization
  - Experience in 28 states, a number of key staff have worked for Gainwell and PCG in the past. Have worked with major vendors like Gainwell on past in an IV&V capacity. Have experience in providing PM and OCM services in addition to IV&V. Experience with Medicaid and MMIS systems. Provided information on experience with Part II scope and lined it up with projects they have worked in the past.
- II. Subcontractors
  - None listed for this effort
- III. Organizational Chart
  - 3-4 Core team members with 6 support staff. 2 of the key team members do not have IV&V experience.
- IV. Litigation
  - None reported.
- V. Financial Viability
  - Provided Dun & Bradstreet per RFP requirements
- VI. Certificate of Insurances
  - Provided

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** Pyxis

**DATE:** 1/16/2025

**EVALUATION OF SECTION III  
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	<b>50</b>	<b>37</b>

**Evaluation Team Comments:**

**A. Services Required**

- Gave breakdown of each PM Artifacts with action and feedback focus. Gave detailed technical breakdown of business requirements and traceability matrix.

**B. Deliverables**

1. IV&V Management Plan
  - Gives brief description of the plan with a more detailed IV&V Management plan within workplan at the bottom.
2. Process and Document Reviews and Feedback
  - Aligns with Project objectives and CMS requirements. They did provide lessons learned from previous projects.
3. Monthly Updates and Quarterly Reports
  - Provides details on each report and what the objective of each report is. More information given in IV&V management plan below.
4. Provide a running list of risks, issues, and corrective actions along with dates to remedy and risks accepted.
  - Risk assessment and mitigation strategies were outlined in the proposal
5. Track and record all data/information necessary to complete the required reports listed in **Table 1**:
  - Addressed in the proposal
6. Submit all the required reports to the Department in accordance with the timelines established in **Table 2**:
  - Acknowledged timelines for reports in proposal.

**C. Document Repository Electronic Archive**

- Mentioned that one will be created in accordance with SOM standards

**D. Staffing requirements**

- Covered In file 2

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System  
Health PAS Modernization Process

**BIDDER:** Pyxis

**DATE:** 1/16/2025

**E. Implementation Work Plan**

- Provided high level Implementation work plan, with a technical work breakdown structure.

**STATE OF MAINE  
TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER:** Pyxis

**DATE:** 1/16/2025

**EVALUATION OF SECTION IV  
Cost Proposal**

---

Lowest Submitted Cost Proposal	,	Cost Proposal Being Scored	x	Score Weight	=	Score
<b>\$1,554,420.00</b>	,	<b>\$1,999,291.00</b>	<b>x</b>	<b>25 points</b>	<b>=</b>	<b>19.44</b>

**Evaluation Team Comments:**

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** BerryDunn

**DATE:** 1/15/2025

**EVALUATOR NAME:** Ryan Newman

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**OVERVIEW OF SECTION I  
Preliminary Information**

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
<b>Section I. Preliminary Information (Eligibility)</b>		
<ul style="list-style-type: none"> <li>In the organizational chart provided as part of Section II below, identify which (at least one) IV&amp;V team member has at least five (5) years' experience providing IV&amp;V services in the last seven (7) years for an implementation or significant upgrade of a large Medicaid or other health care information technology system</li> </ul>	<b>X</b>	
<ul style="list-style-type: none"> <li>Bidders may be deemed ineligible if they, their subsidiaries, or contractors are awarded the Project and Organizational Change Management contract for the MES HPAS Modernization.</li> </ul>	<b>X</b>	

**Individual Evaluator Comments:**



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** BerryDunn

**DATE:** 1/15/2025

**EVALUATOR NAME:** Ryan Newman

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION II  
Organization Qualifications and Experience**

---

**Individual Evaluator Comments:**

- I. Overview of the Organization
  - Gave strong overview of what kinds of projects and organization BD has worked with. Has worked with 16 states (including ME) doing IV&V work, and almost all other states through PM and OCM. Also has worked with 15 state and or territories on MMIS Implementations (including ME from 2008-11).
- II. Subcontractors
  - None stated
- III. Organizational Chart
  - Gives both org chart for BN and a Governance Org Chart that shows how BD, PCG, and Gainwell fit into the SOM structure if awarded. Has been paying attention to this effort by knowing who won the PM/OCM RFP.
- IV. Litigation
  - None that would stop execution of RFP scope if awarded
- V. Financial Viability
  - Provided Dun and Bradstreet per RFP, low-moderate risk
- VI. Certificate of Insurances
  - Provided

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** BerryDunn

**DATE:** 1/15/2025

**EVALUATOR NAME:** Ryan Newman

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION III  
Proposed Services**

**Individual Evaluator Comments:**

**A. Services Required**

Comprehensive breakdown comparing each requirement how BD does it and how that would be implemented with Gainwell/DHHS. Following PMI PMBOK risk management frameworks. Good breakdown of UAT testing, testing plan, training. Strong section on Communication approach and reporting, breaking down the different types of reports.

**B. Deliverables**

1. IV&V Management Plan
  - a. Gives comprehensive list of sections that will be part of the IV&V plan. Talks about using methodologies developed and proven with other like systems in other states talks about being compliant with DHHS and PMO standards provides draft of IV&V plan
2. Process and Document Reviews and Feedback
  - a. Talks a lot about collaboration with the state at every step to make sure we are getting what the project needs. "no surprises" approach.
3. Monthly Updates and Quarterly Reports
  - a. Provides actual redacted reports from another state as examples
4. Provide a running list of risks, issues, and corrective actions along with dates to remedy and risks accepted.
  - a. Provides a good risk breakdown in their provided report examples showing major risk, recommendations and key dates associated.
5. Track and record all data/information necessary to complete the required reports listed in **Table 1**:
6. Submit all the required reports to the Department in accordance with the timelines established in **Table 2**:

**C. Document Repository Electronic Archive**

- Online repository via sharepoint on SOM system

**D. Staffing requirements**

- Provided breakdown on who will be on the project

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Berry, Dunn, McNeil & Parker, LLC

**DATE:** January 13, 2025

**EVALUATOR NAME:** Torrey Morrow

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**OVERVIEW OF SECTION I  
Preliminary Information**

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
<b>Section I. Preliminary Information (Eligibility)</b>		
<ul style="list-style-type: none"> <li>In the organizational chart provided as part of Section II below, identify which (at least one) IV&amp;V team member has at least five (5) years' experience providing IV&amp;V services in the last seven (7) years for an implementation or significant upgrade of a large Medicaid or other health care information technology system</li> </ul>	<b>Pass</b>	
<ul style="list-style-type: none"> <li>Bidders may be deemed ineligible if they, their subsidiaries, or contractors are awarded the Project and Organizational Change Management contract for the MES HPAS Modernization.</li> </ul>	<b>Pass</b>	

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Berry, Dunn, McNeil & Parker, LLC

**DATE:** January 13, 2025

**EVALUATOR NAME:** Torrey Morrow

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION II  
Organization Qualifications and Experience**

---

**Individual Evaluator Comments:**

- I. Overview of the Organization
  - 49-year history
  - State of Maine Company
  - More than 20 years' experience providing IV&V services
  - State Government and Maine HHS Experience
  - Hired by the Department of Health and Human Services to provide IV&V services during the configuration, development, testing, conversion, training, and implementation of the Child Care Management System (CCMS)
  - Experienced in providing IV&V services for The project team proposed to support this work brings with it a combined 35 years supporting MES modernizations
  - Two team members with more than five years of experience providing IV&V services in the last seven years for the implementation or significant upgrade of a large Medicaid or other healthcare information technology system
  - For over 35 years, advisor to Medicaid and other Health and Human Services (HHS) agencies.
  - Experience supporting at least 13 Gainwell states
  
- II. Subcontractors
  - none
  
- III. Organizational Chart
  - Core team of 4
  - Provided resumes
  
- IV. Litigation
  - Litigation-2 cases not related
  
- V. Financial Viability

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Berry, Dunn, McNeil & Parker, LLC

**DATE:** January 13, 2025

**EVALUATOR NAME:** Torrey Morrow

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

- Included
- VI. Certificate of Insurances

- Included

**EVALUATION OF SECTION III**

**Proposed Services**

---

**Individual Evaluator Comments:**

**A. Services Required**

**B. Deliverables**

1. IV&V Management Plan
  - Phases: Four distinct phases outlined
2. Process and Document Reviews and Feedback
  - Clearly detailed in the proposal
3. Monthly Updates and Quarterly Reports
  - Comprehensive coverage in the proposal
4. Provide a running list of risks, issues, and corrective actions along with dates to remedy and risks accepted.
  - Risk assessment and mitigation strategies effectively outlined in the proposal
5. Track and record all data/information necessary to complete the required reports listed in **Table 1**:
  - Thoroughly addressed in the proposal
6. Submit all the required reports to the Department in accordance with the timelines established in **Table 2**:
  - a. Addressed in the proposal

**C. Document Repository Electronic Archive**

- a. Included in the proposal

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Berry, Dunn, McNeil & Parker, LLC

**DATE:** January 13, 2025

**EVALUATOR NAME:** Torrey Morrow

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**D. Staffing requirements**

Team members based on many factors including previous industry knowledge and experience in MES implementation, certification, IV&V, HPAS, strategic planning, collaborating with multiple entities, and having a local presence.

**E. Implementation Workplan**

Clearly detailed in the proposal

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Berry Dunn

**DATE:** 01/14/2025

**EVALUATOR NAME:** Crystal Vaughn

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

\*\*\*\*\*

**OVERVIEW OF SECTION I  
Preliminary Information**

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
<b>Section I. Preliminary Information (Eligibility)</b>		
<ul style="list-style-type: none"> <li>In the organizational chart provided as part of Section II below, identify which (at least one) IV&amp;V team member has at least five (5) years' experience providing IV&amp;V services in the last seven (7) years for an implementation or significant upgrade of a large Medicaid or other health care information technology system</li> </ul>	<b>pass</b>	
<ul style="list-style-type: none"> <li>Bidders may be deemed ineligible if they, their subsidiaries, or contractors are awarded the Project and Organizational Change Management contract for the MES HPAS Modernization.</li> </ul>	<b>Pass</b>	

**Individual Evaluator Comments:**

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Berry Dunn

**DATE:** 01/14/2025

**EVALUATOR NAME:** Crystal Vaughn

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION II  
Organization Qualifications and Experience**

---

**Individual Evaluator Comments:**

- I. Overview of the Organization
  - Been around for 50 years
  - P -Headquartered in Maine
  - 35 year exp advising to Medicaid and other HHS agencies
  - Reporting being national leader in IV&V and other services
  - Have provided IV&V in 16 states
  - P- Currently providing services to several Maine based incl. DAFS, DHHS, DEP
  - P-Team has over 35 years of collective experience in MES Modernizations
  - Provided 3 references ( 1 direct to Medicaid)
- II. Subcontractors
  - None proposed now
- III. Organizational Chart
  - Provided org chart and years of exp / proposed role/ staffing identified with list of duties per role- resumes attached
- IV. Litigation
  - 2 cases unrelated to services offered
- V. Financial Viability
  - Attached
- VI. Certificate of Insurances
  - Attached



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Berry Dunn

**DATE:** 01/14/2025

**EVALUATOR NAME:** Crystal Vaughn

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION III  
Proposed Services**

---

**Individual Evaluator Comments:**

**A. Services Required**

- P Follows guidelines Rx by CMS , including prioritizing and monitoring fed regs for streamlined modular cert ( SMC)  
Approach: Plan, Review, Asses, and Report
- Provided detailed description of how artifacts are reviewed and how communicated back ex. Deliverable review commend log
- explained how risks identified and how to close out accepted so not to continue on future reports
- P -Able to pivot into already adopted applications for communication and reporting
- will monitor defect resolution and retesting activities- and raise concerns as needed
- Gainwell testing and implementation plan will be reviewed and evaluated- reported as well as how DHHS change management test unit is supporting testing
- ADDIE methodology for training – design well layed out
- P -No surprises approach to communications
- P -Provided examples of Monthly and quarterly reports- concise, understandable, actionable

**B. Deliverables**

Will work with DHHS to develop / format aspects

**1. IV&V Management Plan**

Key components of plan

\*Performance/Project Evaluation Management Plan

- Risk and Issue Management Plan
- Quality Management Plan
- Project Documentation Review Plan
- Communications Management Plan

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Berry Dunn

**DATE:** 01/14/2025

**EVALUATOR NAME:** Crystal Vaughn

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

- Resource/Staffing Management Plan
  - Document Repository Management Plan
  - Software Development Best Practices
  - Planned Activities and Key Events
2. Process and Document Reviews and Feedback  
P-Provided examples/ list of potential reviews  
P- written examples
  3. Monthly Updates and Quarterly Reports  
-Redacted attachment provided
  4. Provide a running list of risks, issues, and corrective actions along with dates to remedy and risks accepted.  
-Provided example table –
  5. Track and record all data/information necessary to complete the required reports listed in **Table 1**: noted tools to track and record
  6. Submit all the required reports to the Department in accordance with the timelines established in **Table 2**: Detail provided earlier in summary A.8 and attachments provided
- C. Document Repository Electronic Archive**
- Will manage in a designated folder or online repository on the state's network
- D. Staffing requirements**
- Specified designated team members by name 1. Primary PM, 1. Cert lead 1 BA and one oversee CT manager
  - Able to be onsite if needed or agreed upon

Attached:

Detailed sample work plan

IV&V Project Management Plan

Redacted Progress, risk, and Issue report

Project Summary

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Guidehouse

**DATE:** 1/14/2025

**EVALUATOR NAME:** Ryan Newman

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**OVERVIEW OF SECTION I  
Preliminary Information**

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
<b>Section I. Preliminary Information (Eligibility)</b>		
<ul style="list-style-type: none"><li>In the organizational chart provided as part of Section II below, identify which (at least one) IV&amp;V team member has at least five (5) years' experience providing IV&amp;V services in the last seven (7) years for an implementation or significant upgrade of a large Medicaid or other health care information technology system</li></ul>	<b>X</b>	
<ul style="list-style-type: none"><li>Bidders may be deemed ineligible if they, their subsidiaries, or contractors are awarded the Project and Organizational Change Management contract for the MES HPAS Modernization.</li></ul>	<b>X</b>	

**Individual Evaluator Comments:**

PASS

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Guidehouse

**DATE:** 1/14/2025

**EVALUATOR NAME:** Ryan Newman

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**PEVALUATION OF SECTION II  
Organization Qualifications and Experience**

---

**Individual Evaluator Comments:**

- I. Overview of the Organization
  - Mention having worked on large health care system implementations in 12 states at least 6 being Medicaid/insurance, IV&V/QA, and Large scale system modernizations. Current IV&V vendor with the state.
- II. Subcontractors
  - 1mpact First already being utilized within SOM with guidehouses HRMS IV&V.
  - Netlogx, SME,
- III. Organizational Chart
  - Provided, core team of 3 (PM Senior Analyst, and Support Analyst). Both PM and Senior Analyst have experience with Medicaid/insurance, IV&V/QA, and Large scale system modernizations
- IV. Litigation
  - None that would stop execution of RFP scope if awarded
- V. Financial Viability
  - Included Dun and Bradstreet per RFP. Moderate
- VI. Certificate of Insurances
  - Included

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Guidehouse

**DATE:** 1/14/2025

**EVALUATOR NAME:** Ryan Newman

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION III  
Proposed Services**

---

**Individual Evaluator Comments:**

**A. Services Required**

Shows strong understanding of the HPAS Project with a repeatable approach to IV&V. Has worked on similar projects as PM and IV&V.

**B. Deliverables**

1. IV&V Management Plan
  - a. Work to align IV&V plan with the state, PMO and implementation vendor IV&V plan in the first month. Mentioning CMS expectations. Talks about their experience on the other side of MMIS modernization implementations and how that will better inform their approach. Good breakdown on traceability. ADDIE methodology for training design.
2. Process and Document Reviews and Feedback
3. Monthly Updates and Quarterly Reports
  - a. Would add routine status reporting (weekly) and Ongoing deliverable review reporting beyond the required Monthly and quarterly reporting.
4. Provide a running list of risks, issues, and corrective actions along with dates to remedy and risks accepted.
  - a. Nows examples of issue and risk logs. Provides common pitfalls and lessons learned examples
5. Track and record all data/information necessary to complete the required reports listed in **Table 1**:
  - a. Will provided accessible trackers associated with reporting.
6. Submit all the required reports to the Department in accordance with the timelines established in **Table 2**:

**C. Document Repository Electronic Archive**

- a. Mentions that it will be talked about in the IV&V plan but I found no other mention of Document repository

**D. Staffing requirements**

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

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**BIDDER NAME:** Guidehouse

**DATE:** 1/14/2025

**EVALUATOR NAME:** Ryan Newman

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

- a. Was provided in File 2

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Guidehouse Inc.

**DATE:** January 13, 2025

**EVALUATOR NAME:** Torrey Morrow

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**OVERVIEW OF SECTION I  
Preliminary Information**

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
<b>Section I. Preliminary Information (Eligibility)</b>		
<ul style="list-style-type: none"> <li>In the organizational chart provided as part of Section II below, identify which (at least one) IV&amp;V team member has at least five (5) years' experience providing IV&amp;V services in the last seven (7) years for an implementation or significant upgrade of a large Medicaid or other health care information technology system</li> </ul>	<b>Pass</b>	
<ul style="list-style-type: none"> <li>Bidders may be deemed ineligible if they, their subsidiaries, or contractors are awarded the Project and Organizational Change Management contract for the MES HPAS Modernization.</li> </ul>	<b>Pass</b>	

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Guidehouse Inc.

**DATE:** January 13, 2025

**EVALUATOR NAME:** Torrey Morrow

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION II  
Organization Qualifications and Experience**

---

**Individual Evaluator Comments:**

- I. Overview of the Organization
  - Over 30 years of experience supporting Medicaid agencies
  - State Government and Maine Experience
  - Team members have also worked directly with Health PAS (HPAS) which provides the core functionality for Maine's Integrated Health Management Solution (MIHMS).
  - Experienced in providing IV&V services for enterprise technology initiatives in the public sector
  - Michigan Department of Health and Human Services (MDHHS) to support the state's Medicaid Information System modernization efforts-not including IV&V
  - Two team members with more than five years of experience providing IV&V services in the last seven years for an implementation or significant upgrade of a large Medicaid or other healthcare information technology system
  
- II. Subcontractors
  - Qualified Team and Subcontractors
  
- III. Organizational Chart
  - Core team of 4
  - 4 Subject Matter Specialists are practitioners with deep technical experience in state health, MMIS systems, IV&V, and technology transformation.
  - Provided resumes
  
- IV. Litigation
  - One False Claims Act suit. Not related
  
- V. Financial Viability
  - Included
  
- VI. Certificate of Insurances
  - Included



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Guidehouse Inc.

**DATE:** January 13, 2025

**EVALUATOR NAME:** Torrey Morrow

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION III  
Proposed Services**

---

**Individual Evaluator Comments:**

**A. Services Required**

- Embedded IV&V
- IV&V approach is a repeatable and cyclical process
- Detailed Approach for Delivering Scope of Services
- Sample artifacts difficult to read

**B. Deliverables**

1. IV&V Management Plan
  - Phases: Three distinct stages outlined
  - IV&V approach is a repeatable and cyclical process
2. Process and Document Reviews and Feedback
  - Detailed in the proposal
3. Monthly Updates and Quarterly Reports
  - Covered in the proposal
  - Recommend adding weekly routine status reporting to the IV&V reporting structure
4. Provide a running list of risks, issues, and corrective actions along with dates to remedy and risks accepted.
  - Risk assessment and mitigation strategies effectively outlined in the proposal
5. Track and record all data/information necessary to complete the required reports listed in **Table 1**:

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Guidehouse Inc.

**DATE:** January 13, 2025

**EVALUATOR NAME:** Torrey Morrow

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

- Thoroughly addressed in the proposal

**6.** Submit all the required reports to the Department in accordance with the timelines established in **Table 2**:

- a. Addressed in the proposal

**C. Document Repository Electronic Archive**

- a. Not addressed in the proposal

**D. Staffing requirements**

**E. Implementation Workplan**

Clearly detailed in the proposal

8 onsite visits

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Guidehouse

**DATE:** 1/14/2025

**EVALUATOR NAME:** Crystal Vaughn

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

\*\*\*\*\*

**OVERVIEW OF SECTION I  
Preliminary Information**

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
<b>Section I. Preliminary Information (Eligibility)</b>		
<ul style="list-style-type: none"> <li>In the organizational chart provided as part of Section II below, identify which (at least one) IV&amp;V team member has at least five (5) years' experience providing IV&amp;V services in the last seven (7) years for an implementation or significant upgrade of a large Medicaid or other health care information technology system</li> </ul>	<b>Pass</b>	
<ul style="list-style-type: none"> <li>Bidders may be deemed ineligible if they, their subsidiaries, or contractors are awarded the Project and Organizational Change Management contract for the MES HPAS Modernization.</li> </ul>	<b>pass</b>	

**Individual Evaluator Comments:**

-P REPORT HAVING TOOLS ALREADY TO GO THAT CAN BE TAILORED. TREAT AS EMBEDDED NOT AUDIT -STYLE

- P ALREADY PROVIDING IV& V AND SOME TEAM MEMBERS HAVE WORKED DIRECTLY WITH HPAS

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Guidehouse

**DATE:** 1/14/2025

**EVALUATOR NAME:** Crystal Vaughn

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION II  
Organization Qualifications and Experience**

---

**Individual Evaluator Comments:**

- I. Overview of the Organization
  - Global Consulting firm initially founded 2018
  - State and Local Govt branch
  - P Current and prior work in Maine
  - P -Experience in MMIs and Iv& V
- II. Subcontractors
  - 1Impact for staffing of Senior Analyst –
  - netlogx, LLC for MMIS data governance SME
- III. Organizational Chart
  - Propose team of up to 8 ( including SMEs)
  - Person qualifying for MQ is subcontractor
  - P- Several SMEs MES, MMiS, and Medicaid
- IV. Litigation
  - One settled false claim suit- noted no adverse affect
- V. Financial Viability
  - Attached
- VI. Certificate of Insurances
  - Attached

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Guidehouse

**DATE:** 1/14/2025

**EVALUATOR NAME:** Crystal Vaughn

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION III  
Proposed Services**

---

**Individual Evaluator Comments:**

**A. Services Required**

**-Embedded strategy**

P- Provided Summary of their understanding of HPAS project

-P- Noted have created repeatable framework

-P Start with developing clear understanding of oversight scope and create Lines of Inquiry and an IVV checklist for each of service domains and IVV review areas  
-embed team within implementation teams to allow for early detection and correction of potential issues

-utilize tasks and deliverables that implementation vendor and PM-OCM responsible for to create main grouping of tasks and deliverable date and the plan—Evidence, review, evaluate, verify and validate

-P Verification teams work alongside client – noted AGILE approach

-P Validation- monitor against established frameworks, protocols, and procedures

-Q Provided some samples- embedded, hard to read

-P Noted plan with specific tasks for Requirement Traceability

**B. Deliverables**

**1. IV&V Management Plan**

-described:

Project plan management process

Process for doc review

Communications and gov plan

Vendor coordination

Other IVV mgmt. processes

Testing review

Training review

Risk and Issue Management

P-\*list of common pitfalls and lessons learned from other projects

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

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**BIDDER NAME:** Guidehouse

**DATE:** 1/14/2025

**EVALUATOR NAME:** Crystal Vaughn

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**2. Process and Document Reviews and Feedback**

Q- Have Artifact review checklist that is developed ( hard to read sample )  
Artifact

**3. Monthly Updates and Quarterly Reports**

Q-Status reports as pics- hard to read

Reporting in 4 main categories: Routine Status Reporting, Monthly Update Reporting, Quarterly Reporting and Ongoing deliverable review reporting –

P -Provided case in point

**4. Provide a running list of risks, issues, and corrective actions along with dates to remedy and risks accepted.**

- Consolidated into IVV reporting

**5. Track and record all data/information necessary to complete the required reports listed in **Table 1**:**

**6. Submit all the required reports to the Department in accordance with the timelines established in **Table 2**:**

**C. Document Repository Electronic Archive**

**D. Staffing requirements**

a. Propose team of up to 8 ( including SMEs)

b. Person qualifying for MQ is subcontractor

c. P Several SMEs MES, MMiS, and Medicaid – noted uniquely qualified to review MMIS vendors design and artifacts

P -Most work will be remote- have built some in-person visits into budget

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Public Knowledge

**DATE:** 1/15/2025

**EVALUATOR NAME:** Ryan Newman

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**OVERVIEW OF SECTION I  
Preliminary Information**

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
<b>Section I. Preliminary Information (Eligibility)</b>		
<ul style="list-style-type: none"><li>In the organizational chart provided as part of Section II below, identify which (at least one) IV&amp;V team member has at least five (5) years' experience providing IV&amp;V services in the last seven (7) years for an implementation or significant upgrade of a large Medicaid or other health care information technology system</li></ul>	<b>X</b>	
<ul style="list-style-type: none"><li>Bidders may be deemed ineligible if they, their subsidiaries, or contractors are awarded the Project and Organizational Change Management contract for the MES HPAS Modernization.</li></ul>	<b>X</b>	

**Individual Evaluator Comments:**

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Public Knowledge

**DATE:** 1/15/2025

**EVALUATOR NAME:** Ryan Newman

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION II  
Organization Qualifications and Experience**

---

**Individual Evaluator Comments:**

- I. Overview of the Organization
  - Has worked with a large number of states performing IV&V services. Provides breakdown of 2014 to present, all IV&V efforts (22 listed) First reference project was very relatable being a MES MMIS modernization
- II. Subcontractors
  - No sub contractors
- III. Organizational Chart
  - Provided. Core team of 5. With on call SMEs
- IV. Litigation
  - None listed
- V. Financial Viability
  - Provided, Low-moderate rating
- VI. Certificate of Insurances
  - Provided



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Public Knowledge

**DATE:** 1/15/2025

**EVALUATOR NAME:** Ryan Newman

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION III  
Proposed Services**

---

**Individual Evaluator Comments:**

**A. Services Required**

Adequate response didn't go into great detail. Still breaks down on a baseline level. Shows understanding of the process. "No surprises" approach

**B. Deliverables**

1. IV&V Management Plan
  - a. Didn't go into detail on the plan, but provided a redacted example from another project. The plan is comprehensive, a real document,
2. Process and Document Reviews and Feedback
3. Monthly Updates and Quarterly Reports
  - a. Adequate response
4. Provide a running list of risks, issues, and corrective actions along with dates to remedy and risks accepted.
  - a. Showed a standard risk matrix, displays understanding of risk
5. Track and record all data/information necessary to complete the required reports listed in **Table 1**:
6. Submit all the required reports to the Department in accordance with the timelines established in **Table 2**:

**C. Document Repository Electronic Archive**

Talks about setting up a SharePoint site on the SOM side for all project docs

**D. Staffing requirements**

Provided project timeline.

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Public Knowledge

**DATE:** January 14, 2025

**EVALUATOR NAME:** Torrey Morrow

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**OVERVIEW OF SECTION I  
Preliminary Information**

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
<b>Section I. Preliminary Information (Eligibility)</b>		
<ul style="list-style-type: none"> <li>In the organizational chart provided as part of Section II below, identify which (at least one) IV&amp;V team member has at least five (5) years' experience providing IV&amp;V services in the last seven (7) years for an implementation or significant upgrade of a large Medicaid or other health care information technology system</li> </ul>	<b>Pass</b>	
<ul style="list-style-type: none"> <li>Bidders may be deemed ineligible if they, their subsidiaries, or contractors are awarded the Project and Organizational Change Management contract for the MES HPAS Modernization.</li> </ul>	<b>Pass</b>	

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Public Knowledge

**DATE:** January 14, 2025

**EVALUATOR NAME:** Torrey Morrow

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION II  
Organization Qualifications and Experience**

---

**Individual Evaluator Comments:**

- I. Overview of the Organization
  - Two members of proposed team have at least five (5) years of experience in the last seven (7) years performing IV&V services for large Medicaid, other health care, or large governmental information technology systems.
  - Has completed or is actively working on over 20 Independent Verification and Validation (IV&V) projects nationwide
  - Maryland Department of Information Technology (DoIT) • MD DoIT IV&V Maryland Department of Health (MDH), Medicaid Management Information System (MMIS), Modular Transformation (MMT) Project
  - Colorado HCPF is modernizing its MES. Modernization efforts include the procurement of several Medicaid Management Information System (MMIS) related modules as they break from the monolithic MMIS model of the past.
- II. Subcontractors
  - 4 Qualified Team and Subcontractors
- III. Organizational Chart
  - Included
  - Core team of 5
  - Provided resumes
- IV. Litigation
  - PK confirms that it has no current litigation and has not had any litigation within the past five years to report.
- V. Financial Viability
  - Included
- VI. Certificate of Insurances
  - Included

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Public Knowledge

**DATE:** January 14, 2025

**EVALUATOR NAME:** Torrey Morrow

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION III  
Proposed Services**

---

**Individual Evaluator Comments:**

**A. Services Required**

**B. Deliverables**

1. IV&V Management Plan
  - a. Phases 2
  - b. There are two facets to the delivery and upkeep of the IV&V Management Plan.
  - c. The first is the initial delivery of the IV&V Management Plan
  - d. Included detailed plan
2. Process and Document Reviews and Feedback
  - a. Addressed in the proposal
3. Monthly Updates and Quarterly Reports
  - a. Covered in the proposal
  - b. Provided an example
4. Provide a running list of risks, issues, and corrective actions along with dates to remedy and risks accepted.
  - a. Risk assessment and mitigation strategies outlined in the proposal
5. Track and record all data/information necessary to complete the required reports listed in **Table 1**:
  - a. Addressed in the proposal
6. Submit all the required reports to the Department in accordance with the timelines established in **Table 2**:
  - a. Addressed in the proposal

**C. Document Repository Electronic Archive**

- a. Addressed in the proposal

**D. Staffing requirements**

**E. Implementation Workplan**

- addressed in the proposal

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Public Knowledge

**DATE:** 1/15/2025

**EVALUATOR NAME:** Crystal Vaughn

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

\*\*\*\*\*

**OVERVIEW OF SECTION I  
Preliminary Information**

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
<b>Section I. Preliminary Information (Eligibility)</b>		
<ul style="list-style-type: none"> <li>In the organizational chart provided as part of Section II below, identify which (at least one) IV&amp;V team member has at least five (5) years' experience providing IV&amp;V services in the last seven (7) years for an implementation or significant upgrade of a large Medicaid or other health care information technology system</li> </ul>	<b>Pass</b>	
<ul style="list-style-type: none"> <li>Bidders may be deemed ineligible if they, their subsidiaries, or contractors are awarded the Project and Organizational Change Management contract for the MES HPAS Modernization.</li> </ul>	<b>Pass</b>	

**Individual Evaluator Comments:**

P- Attached list of Experience with IVV and MMIS

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

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**BIDDER NAME:** Public Knowledge

**DATE:** 1/15/2025

**EVALUATOR NAME:** Crystal Vaughn

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION II  
Organization Qualifications and Experience**

---

**Individual Evaluator Comments:**

- I. Overview of the Organization
  - P- completed or working on over 20 IVV projects nationwide ( listed)
  - P 2 References were completed IVV/ MES MMIS related projects
- II. Subcontractors
  - Do not plan to use
- III. Organizational Chart
  - 5 key staff and bench /on call 4 SMEs as needed
- IV. Litigation
  - No current, or in past 5 years
- V. Financial Viability
  - Attached
- VI. Certificate of Insurances
  - Attached

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Public Knowledge

**DATE:** 1/15/2025

**EVALUATOR NAME:** Crystal Vaughn

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION III  
Proposed Services**

---

**Individual Evaluator Comments:**

**A. Services Required**

- will do work remotely on Maine's platform
- provided narrative to how would provide services
- Noted have understanding of MES complexities and modernizations
- compared deliverables to vendor requirements and the DED to assess contract fidelity
- check for adherence to CMS rules and certification requirements, and out-comes based standards.
- deliver comments and recommendations in format that meets DAFS needs.
- provided Estimated Project timeline
- clear about testing SME and role, and awareness of criticality for success
- 

**B. Deliverables**

1. IV&V Management Plan –  
P- Detailed sample attached
2. Process and Document Reviews and Feedback  
- Addressed
3. Monthly Updates and Quarterly Reports  
“no surprises: approach” will be informed of risks concerns prior to any formal reports
4. Provide a running list of risks, issues, and corrective actions along with dates to remedy and risks accepted.  
- Findings in more narrative style as part of larger reports ( not easy read or track list)

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Public Knowledge

**DATE:** 1/15/2025

**EVALUATOR NAME:** Crystal Vaughn

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

5. Track and record all data/information  
necessary to complete the required reports listed in **Table 1**:
  6. Submit all the required reports to the Department in accordance with the  
timelines established in **Table 2**:
- C. Document Repository Electronic Archive**
- Will utilize designated repository ( DAFS approved) that will exist on State's  
network
- D. Staffing requirements – resumes and experience attached**



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Pyxis

**DATE:** 1/15/2025

**EVALUATOR NAME:** Ryan Newman

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**OVERVIEW OF SECTION I  
Preliminary Information**

<b><u>Pass/Fail Criteria</u></b>	<b><u>Pass</u></b>	<b><u>Fail</u></b>
<b>Section I. Preliminary Information (Eligibility)</b>		
<ul style="list-style-type: none"><li>In the organizational chart provided as part of Section II below, identify which (at least one) IV&amp;V team member has at least five (5) years' experience providing IV&amp;V services in the last seven (7) years for an implementation or significant upgrade of a large Medicaid or other health care information technology system</li></ul>	<b>X</b>	
<ul style="list-style-type: none"><li>Bidders may be deemed ineligible if they, their subsidiaries, or contractors are awarded the Project and Organizational Change Management contract for the MES HPAS Modernization.</li></ul>	<b>X</b>	

**Individual Evaluator Comments:**

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Pyxis

**DATE:** 1/15/2025

**EVALUATOR NAME:** Ryan Newman

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION II  
Organization Qualifications and Experience**

---

**Individual Evaluator Comments:**

- I. Overview of the Organization
  - Lists 28 states they have worked with in the past. Provides PM, OCM and IV&V services to clients. Makes note of all major parties including Gainwell and PCG. States experience with Medicaid and MMIS systems.
- II. Subcontractors
  - None listed
- III. Organizational Chart
  - 3 “key” staff if removing the project executive, then 6 support staff
- IV. Litigation
  - None
- V. Financial Viability
  - Provided D&B, low-moderate rating
- VI. Certificate of Insurances
  - Provided

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Pyxis

**DATE:** 1/15/2025

**EVALUATOR NAME:** Ryan Newman

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION III  
Proposed Services**

---

**Individual Evaluator Comments:**

**A. Services Required**

Formatted as “this is the action, and here is how we do it” which helps comprehension on their plan.

**B. Deliverables**

1. IV&V Management Plan
  - a. Does not break there plan into detailed steps
2. Process and Document Reviews and Feedback
3. Monthly Updates and Quarterly Reports
  - a. Doesn't go into too much detail on what they bring to these reports.
4. Provide a running list of risks, issues, and corrective actions along with dates to remedy and risks accepted.

Talks about “derisking” but mostly talks about testing and not overall risk of the project.
5. Track and record all data/information necessary to complete the required reports listed in **Table 1**:

Acknowledges reports, not a lot of detail on their and their processes.
6. Submit all the required reports to the Department in accordance with the timelines established in **Table 2**:

**C. Document Repository Electronic Archive**

Mentions that there will be one.

**D. Staffing requirements**

Provided

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** PYXIS Management Consulting Group LLC

**DATE:** January 15, 2025

**EVALUATOR NAME:** Torrey Morrow

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**OVERVIEW OF SECTION I  
Preliminary Information**

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
<b>Section I. Preliminary Information (Eligibility)</b>		
<ul style="list-style-type: none"> <li>In the organizational chart provided as part of Section II below, identify which (at least one) IV&amp;V team member has at least five (5) years' experience providing IV&amp;V services in the last seven (7) years for an implementation or significant upgrade of a large Medicaid or other health care information technology system</li> </ul>	<b>Pass</b>	
<ul style="list-style-type: none"> <li>Bidders may be deemed ineligible if they, their subsidiaries, or contractors are awarded the Project and Organizational Change Management contract for the MES HPAS Modernization.</li> </ul>	<b>Pass</b>	

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** PYXIS Management Consulting Group LLC

**DATE:** January 15, 2025

**EVALUATOR NAME:** Torrey Morrow

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION II  
Organization Qualifications and Experience**

**Individual Evaluator Comments:**

- I. Overview of the Organization
  - More than five (5) years' experience in the last seven (7) years of IV&V services performed for large Medicaid, other health care, or large governmental information technology systems.
  - 28 states-No SoME experience
  - The Pyxis IV&V team has worked collaboratively with, and on some projects oversaw the services of implementation vendors such as Gainwell, Accenture, Deloitte, CGI, IBM, Conduent, and PM & OCM vendors such as PCG, CSG, Maximus and SLI
  - Knowledge of Medicaid and MMIS systems. The Pyxis IV&V Team has specific Medicaid/MMIS experience as opposed to generic government or nonMedicaid/MMIS experience.
  - The Pyxis IV&V Team has successfully worked as Medicaid/MMIS Implementation Vendor in the past
  - Some of the Pyxis IV&V Team members, including our key staff, worked as employees or contractors for Gainwell and PCG.
- II. Subcontractors
  - None
- III. Organizational Chart
  - Core team of 4- The Pyxis IV&V Team consists of four key staff
  - 6 support staff
  - Some staff no IV&V
  - PM no IV&V
  - 2 out of 2 no IV&V
  - Provided resumes
- IV. Litigation
  - Pyxis has not been named in any litigations
- V. Financial Viability
  - Included
- VI. Certificate of Insurances
  - Included

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** PYXIS Management Consulting Group LLC

**DATE:** January 15, 2025

**EVALUATOR NAME:** Torrey Morrow

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION III  
Proposed Services**

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**Individual Evaluator Comments:**

**A. Services Required**

**B. Deliverables**

1. IV&V Management Plan
  - a. Phases: 6 distinct phases outlined in the proposal
  - b. described in the proposal
2. Process and Document Reviews and Feedback
  - a. described in the proposal
  - b. alignment with project objectives and CMS requirements.
  - c. Provided samples
3. Monthly Updates and Quarterly Reports
  - a. covered in the proposal
4. Provide a running list of risks, issues, and corrective actions along with dates to remedy and risks accepted.
  - a. Risk assessment and mitigation strategies outlined in the proposal
5. Track and record all data/information necessary to complete the required reports listed in **Table 1**:
  - a. Addressed in the proposal
6. Submit all the required reports to the Department in accordance with the timelines established in **Table 2**:
  - a. Addressed in the proposal

**C. Document Repository Electronic Archive**

- a. Included in the proposal

**D. Staffing requirements**

**E. Implementation Workplan**

- Included high level workplan and WBS

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Pyxis

**DATE:** 1/15/2025

**EVALUATOR NAME:** Crystal Vaughn

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

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**OVERVIEW OF SECTION I  
Preliminary Information**

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
<b>Section I. Preliminary Information (Eligibility)</b>		
<ul style="list-style-type: none"> <li>In the organizational chart provided as part of Section II below, identify which (at least one) IV&amp;V team member has at least five (5) years' experience providing IV&amp;V services in the last seven (7) years for an implementation or significant upgrade of a large Medicaid or other health care information technology system</li> </ul>	<b>pass</b>	
<ul style="list-style-type: none"> <li>Bidders may be deemed ineligible if they, their subsidiaries, or contractors are awarded the Project and Organizational Change Management contract for the MES HPAS Modernization.</li> </ul>	<b>Pass</b>	

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Pyxis

**DATE:** 1/15/2025

**EVALUATOR NAME:** Crystal Vaughn

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION II  
Organization Qualifications and Experience**

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**Individual Evaluator Comments:**

- I. Overview of the Organization
  - Report exp in Medicaid and other health care and large state govt in 28 states.
  - “ One Team” approach
  - P- Mapped how met RFP part A in 3 other projects
  - P–Some of the key staff previously worked for Gainwell and PCG
  - P- Note prior exp working as Medicaid/MMIS vendor – able to proactively Identify risks ETC
- II. Subcontractors
  - Will not be using any
- III. Organizational Chart
  - 4 key staff and 6 additional named
  - Q- 2 key staff no IVV experience noted
  - 1 team member ( Carl) meets MQs with experience with large governmental information technology systems
- IV. Litigation
  - Not named in any litigation
- V. Financial Viability
  - Attached
- VI. Certificate of Insurances
  - Attached



**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Pyxis

**DATE:** 1/15/2025

**EVALUATOR NAME:** Crystal Vaughn

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

**EVALUATION OF SECTION III  
Proposed Services**

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**Individual Evaluator Comments:**

**A. Services Required**

P- Detailed description of Services approach

1. understand scope
2. develop and customize IVV framework
3. plan and schedule IVV activities
4. **conduct assessment ( heavy on testing, technical )**
5. Reporting and communication
6. Continuous upgrade

-Able to provide Action and Feedback Focus of the Bullets in Part A

**B. Deliverables**

1. IV&V Management Plan

2. Process and Document Reviews and Feedback

P-Provided examples of lessons learned and feedback from prior projects  
-Artifacts will be reviewed with a focus on compliance with CMS standards and requirements, and this evaluation will encompass, but is not limited to, the project artifacts. Feedback will be actionable and focused on addressing gaps, mitigating risks, and enhancing the quality of project deliverables to support successful implementation.

.Monthly Updates and Quarterly Reports

Sample Status Reporting attached

3. Provide a running list of risks, issues, and corrective actions along with dates to remedy and risks accepted.

P – Sample provided, detailed, clear, Concise

**STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES**

**RFP #:** 202409170

**RFP TITLE:** Internal Verification and Validation Services for Medicaid Enterprise System Health PAS Modernization Process

**BIDDER NAME:** Pyxis

**DATE:** 1/15/2025

**EVALUATOR NAME:** Crystal Vaughn

**EVALUATOR DEPARTMENT:** Department of Administrative and Financial Services

4. Track and record all data/information necessary to complete the required reports listed in **Table 1**:
5. Submit all the required reports to the Department in accordance with the timelines established in **Table 2**:

**C. Document Repository Electronic Archive**

-The Pyxis IV&V team will establish a secure and well-structured document repository, designated by the OMS Contract Administrator, to manage all project-related documents.

**D. Staffing requirements**

-submitted with org chart

P- Derisking MIHMS implementation: Detailed description of :

- 1.oversight of parallel testing
2. oversight of batch and real-time transactions
- 3.oversight of SLA compliance and modernizations
4. oversight of security and privacy
- 5.Oversight training and OCM

P- high level work plan and time line attached along with work plan approach



STATE OF MAINE  
DEPARTMENT OF ADMINISTRATIVE  
AND FINANCIAL SERVICES

Janet T. Mills  
Governor

Kirsten Figueroa  
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT  
RFP #: 202409170

RFP TITLE: Internal Verification and Validation Services for Medicaid Enterprise System  
Health PAS Modernization Process

I, Ryan Newman accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Administrative and Financial Services I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

**I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.**

DocuSigned by:  
Ryan Newman  
Signature

1/8/2025  
Date



STATE OF MAINE  
DEPARTMENT OF ADMINISTRATIVE  
AND FINANCIAL SERVICES

Janet T. Mills  
Governor

Kirsten Figueroa  
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT  
RFP #: 202409170

RFP TITLE: Internal Verification and Validation Services for Medicaid Enterprise System  
Health PAS Modernization Process

I, Torrey Morrow accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Administrative and Financial Services I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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Signed by:  
Torrey Morrow  
452077DA3B884F0...  
**Signature**

1/8/2025  
**Date**



STATE OF MAINE  
DEPARTMENT OF ADMINISTRATIVE  
AND FINANCIAL SERVICES

Janet T. Mills  
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Kirsten Figueroa  
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT  
RFP #: 202409170

RFP TITLE: Internal Verification and Validation Services for Medicaid Enterprise System  
Health PAS Modernization Process

I, Crystal Vaughn accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Administrative and Financial Services I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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Signed by:  
Crystal Vaughn  
E08AEEB54194473...  
Signature

1/8/2025  
Date