



**VIA EMAIL**

DATE: March 17, 2014  
TO: Prospective Proposers  
FROM: Carter Lard  
Director, Contracts & Procurement Management  
RE: Request for Proposal (RFP) No. Q14-11  
Type of Service: Value Analysis Services

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**Addendum No. 2  
Questions and Answers for RFP Q14-11 Value Analysis Services**

RFP Q14-11 is hereby amended. The RFP is amended only as set forth in this Addendum No. 2, consisting of this cover page plus the following three (3) pages. All other terms and conditions of the IFB dated March 26, remain in full force and effect.

On the subsequent page hereof, please find both the balance of the inquiries that were properly submitted by "Vendors" in connection with the RFP and SUNY-Downstate's responses thereto.

Immediately upon receiving this Addendum No. 2, please acknowledge such receipt by providing the information requested below and returning this page only via email to [Carter.Lard@downstate.edu](mailto:Carter.Lard@downstate.edu) or fax at 718-270-3342

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Vendor's Name

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Contact Person

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Date

## Questions and Answers for RFP Q14-11 Value Analysis Services

**Please be advised, we have decided to have an MWBE Pre-Bid Webinar on Thursday, March 20<sup>th</sup> from 1:30pm – 2:15pm with 15 minutes for questions if needed. Instruction for joining the webinar will be posted on the DMC website. This is not mandatory but please make every effort to attend.**

1. Are all of the clinics and other off-site facilities intended to be included in the Value Analysis process?

**Yes, all clinical and off site facilities will be included in the value analysis process.**

2. If interviews / presentations are included in the RFP process, will this be conducted with all responders or with only a short-list of responders?

**Interviews and presentations will only be considered for the short list of respondents.**

3. To what extent are hospital clinicians and physicians aware of the intent to pursue this Value Analysis initiative?

**This is a hospital initiative.**

4. To what extent are Operating Room physicians employed by the hospital?

**The majority of Operating Room physicians are employed by the hospital.**

5. What is the purchase dollar volume on which the \$7 million reduction would be based?

**I can not answer this question.**

6. Please provide documentation of SUNY policies pertaining to expenses of the project team.

**See attached documents to Addendum #2.**

7. May we receive a waiver from M/WBE utilization plan? Since we will be hiring for this engagement, it is not possible to complete this. Perhaps you can give guidance.

**In regards to receiving a waiver, DMC can not give waivers. A waiver request can only be given by the New York State Empire State**

**Development. Please be advised, based upon my understanding, it is very difficult to get a partial or total waiver and in order for you to be considered for a waiver, you must have relevant documentation to support that you made a good faith effort reaching out to the certified vendors on the MWBE listing. If there are no opportunities, that would be the only likely hood for consideration of a waiver but this would require extensive documentation.**

8. May we please receive an extension until April 8th, 2014, approximately 2 weeks? We don't want to compromise your evaluation process, but it will be very difficult to disperse the sections to the appropriate legal, financial and consulting personnel(done), get the responses back, formulate the package and return it by March 19th.

**Be aware that the date was extended to March 26th, 2014. Unfortunately, we can not extend this to April 8th because of the tight deadline which we are required to meet. There are mandatory requirements that the Contractor will have to comply with set forth in the RFP, including the contract terms and conditions in the Contract Provisions section in addition to the attached Standard Clauses for all New York State Contracts & State Finance Law 139-j and 139K.**

9. I own a NYS certified WBE firm specializing in government and healthcare. Can you please e-mail me the Excel cost proposal format so we can determine if LIFMS will submit a bid in response to your RFP?

**A link with the Cost proposal in Excel form will be posted on the DMC website.**

10. The team has reviewed the SUNY Downstate Value Analysis RFP and there are two mandatory requirements that we do not meet:
  - Three references that have audited savings of over \$10 Million in academic medical centers.
  - Experience in New York State (while our team has extensive experience, none of their engagements have been in NY).

While we would be very interested in doing business with SUNY Downstate, before committing resources to develop an RFP response, can you tell me if not meeting these requirements would eliminate us from the process? As you can appreciate, we don't want to waste your time or ours if this would eliminate us from the process.

**Please refer back to the RFP Mandatory Qualifications of Consultant Firm. You must meet the mandatory requirements.**

11. Per the RFP we should have received the response to the questions below by this past Tuesday and the Due Date of the RFP. Did I miss an e-mail.

**Responses to Questions and Answers will be posted on March 17<sup>th</sup> and the RFP Due date is March 26, 2014 by 2:00pm.**

12. We understand that data collection will be challenging and resource intensive. Can you please elaborate on the sources of data? How much data will be found in each:

- paper reports
- disparate systems that don't interface
- excel spreadsheets, and
- other sources

**There will be a need to use all of the above methods as it relates to gathering data. In regards to how much, I do not know.**

**There will be a need for you to identify how to get this information from other vendors and quantify it in regards to the value analysis process.**

13. The RFP talks about problems gathering data. What kind of challenges are we up against? What MMIS are you using?

**For the most part, this will be a manual process. You must have resources in order to query our vendors in regards to gathering data.**