

PRE-PROPOSAL SUMMARY
MHCC 22-012 ENTITLED “HEDIS® AUDIT AND PERFORMANCE EVALUATION OF
COMMERCIAL HEALTH BENEFITS PLANS”.

- The Maryland health care commission is issuing this request for proposals (RFP) to obtain a (NCQA) licensed HEDIS® compliance organization to carry out our annual HEDIS® audit and performance evaluation services for commercial health benefit plans operating in the state of Maryland.
- MHCC is a 15-member independent regulatory commission that functions administratively within the Maryland department of health (MDH) and is responsible for implementing a system to comparatively evaluate the quality of care and performance of categories of health benefit plans and annually publish the findings of the evaluation. By establishing a common set of quality and performance measurements and disseminating the findings, health insurance carriers are assisted in their efforts to improve the quality of care for consumers and other interested parties.
- The contract will be awarded in accordance with the competitive sealed proposals method.
- The contract that results from this RFP shall be a combination of firm, fixed price, and time & materials.

Important information for offerors

Please make sure that your business is in good standing with the state. A comptroller’s clearance is required before a contract is awarded to ensure that your company/firm has no outstanding liens or debarments in the state of Maryland.

Please follow section 5 – proposal format precisely as outlined.

- You will need to read and follow all the instructions in section 5 proposal format. **Section 5.2.6** provides instructions for packaging of both the Technical Proposal-Volume I and the Financial Proposal - Volume II.

Two-part submission:

A. Technical proposal consisting of:

- 1) technical proposal and all supporting material in Microsoft word format, version 2007 or greater,
- 2) technical proposal in searchable adobe pdf format,
- 3) a second searchable adobe copy of the technical proposal, with confidential and proprietary information redacted (see section 4.8), and

B. Financial proposal consisting of:

- 1) financial proposal entered into the price form spreadsheet and all supporting material in excel format,
- 2) financial proposal in searchable adobe pdf format,

3) a second searchable adobe copy of the financial proposal, with confidential and proprietary information removed (see section 4.8).

Evaluation process and criteria can be found in section 6

- An evaluation of the proposals will be conducted by a committee established by the commission. The technical and financial proposals will be given equal weight.
- If the technical proposal is deemed not reasonably susceptible to the RFP, your financial proposal will not be opened and an official notice with the reasoning will be sent directly to the offeror.
- During the evaluation, additional questions/ clarifications or issues may need to be clarified. Offerors will be contacted via e-mail. Once this process is completed, proposals that are deemed to be “reasonably susceptible for award”, will have their financial proposals evaluated and ranked accordingly.
- Any vendor, not selected for award, we encourage you to request a debriefing. Requests for a debriefing should be emailed to my attention and will be honored by the commission at the earliest permissible time.

Additional written questions will be accepted until the proposal due date

all questions must be submitted in writing and should be e-mailed to the procurement officer. All information pertaining to this procurement will be posted to www.emarylandmarketplace.com and www.mhcc.maryland.gov as soon as they are available.

I really appreciate all of you joining us today and if there are no further questions or comments.....this meeting may be adjourned. Thank you.