



STATE OF MARYLAND

DHMH

Maryland Department of Health and Mental Hygiene

201 W. Preston Street • Baltimore, Maryland 21201

Martin O'Malley, Governor – Anthony G. Brown, Lt. Governor – John M. Sharfstein, MD, Secretary

NOTICE

TO : Interested Parties

FROM: Sabrina Lewis, Procurement & MBE Coordinator
Medicaid, Office of Finance

Date : February 6, 2014

RE : Request for Proposal (RFP)/Invitation for Bid (IFB) titled
“Administrative Services Organization **for Maryland’s Public Behavioral Health System**”

The Department of Health and Mental Hygiene, Medicaid, Office of Health Services has just released RFP number: **DHMH-OPASS-14-13835** Titled: “Administrative Services Organization for Maryland’s Public Behavioral Health System” on eMaryland Marketplace <https://emaryland.buyspeed.com/bsa/> and DHMH Websites <http://dhmh.maryland.gov/procumnt/SitePages/procopps.aspx>

If you are interested in submitting a proposal/bid, please go to one of the above websites and download the specifications for the above-titled RFP.

The offeror/bidder must meet the following minimum requirements:

- 2.1.1 The Offeror shall have a minimum of three consecutive years of experience as an Administrative Services Organization (ASO) managing an array of services for individuals who have severe behavioral health needs that are financed with Medicaid and state general funds serving a minimum of 100,000 Medical Assistance (MA) recipients of behavioral health services for a single entity. As proof of meeting this requirement, the Offeror shall provide with its Proposal evidence of this experience, including at least one reference able to attest to the Offeror’s experience.
- 2.1.2 The Offeror shall have at least three years’ experience operating and maintaining a Management Information System (MIS). As proof of meeting this requirement, the Offeror shall provide with its Proposal evidence of managing a system that serves a minimum of 100,000 MA covered lives for a single entity, such as references able to attest to the Offeror’s experience.. If all or part of the MIS function will be

subcontracted, the primary contractor and the proposed MIS subcontractor shall have experience performing similar services for a single publicly funded behavioral health system, and shall provide at least one reference able to attest to this experience.

- 2.1.3 If a Managed Care Organization (MCO) that serves the Maryland Medicaid population has a financial interest in the Contractor, the MCO and the Offeror must have a structure which has been pre-approved by the State to prevent conflict of interest or the appearance of impropriety and it shall disclose its interest to the State. As proof of meeting this requirement, the Offeror shall provide with its Proposal evidence of pre-approval by the State and statement of disclosure of the relationship between the Contractor and MCO.
- 2.1.4 The Offerer shall be accredited under the National Committee for Quality Assurance (NCQA) as a managed behavioral health care organization, or URAC (formerly Utilization Review Accreditation Commission). As proof of meeting this requirement, the Offeror shall provide with its Proposal a copy of documentation evidencing this accreditation.
- 2.1.5 The Offeror or any proposed subcontractor of the Offeror shall not be a Maryland Medicaid provider.

The contract resulting from this RFP shall be for the period beginning on or about

January 1, 2015 through December 31, 2017 w/two one-year renewal options

A Pre-Proposal/Bid Conference concerning this RFP will be held on **February 18, 2014 at 10:00 Local Time, 300 W. Preston Street, Auditorium, Baltimore, MD 21201**. Please call the Issuing Office if you plan to attend or need special accommodations, or for additional information. Attendance is not mandatory, but is recommended to fully understand the scope of the work and to maximize the likelihood of successful competition.

The closing date for receipt of proposals is **March 18, 2014 at 2:00 p.m. Local Time**.

Contact Person for Pre-Proposal Conference:

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