

29. Special Provisions

Below is additional information related to the instructions contained in the Solicitation Package for Solicitation # 8070000451.

Time is of the essence on this acquisition. The Centers for Medicare and Medicaid Services (CMS) has mandated that all health care providers and payers begin using the expanded disease classification codes (ICD-10) effective October 1, 2013. The OHCA is the largest payer of health care claims in the State of Oklahoma. The CMS is monitoring OHCA's progress toward implementation and requires our agency to perform testing with our providers; therefore, **this solicitation has a short closing date.**

Electronic and Information Technology Accessibility

Pursuant to Title 74, Section 85.7d. and OAC 580:15-6-21 electronic and information technology procurements, solicitations, agreements, and contracts shall comply with applicable Oklahoma Information Technology Accessibility Standards issued by the Oklahoma Office of State Finance.

EIT Standards may be found at www.ok.gov/DCS/Central_Purchasing/index.html or http://www.ok.gov/OSF/documents/isd_itas.doc.

For Information Technology or Communications Products, Systems and Applications not requiring development and/or customization. The contractor shall provide a description of conformance with the applicable Oklahoma Information Technology Accessibility Standards for the proposed product, system, or application by means of either a Voluntary Product Accessibility Template (VPAT) or other comparable document, upon request.

The contractor shall indemnify and hold harmless the State of Oklahoma and any Oklahoma Government entity purchasing the products, systems, or applications not requiring development and/or customized by the contractor from any claim arising out of the contractor's failure to comply with applicable Oklahoma Information Technology Accessibility Standards subsequent to providing certification of compliance to such Standards.

INSURANCE

The contractor shall maintain and provide proof to the State of the following insurance during the term of this agreement:

- a) Worker's Compensation and Employer's Liability Insurance in accordance with applicable law.
- b) Commercial General Liability Insurance on a per occurrence basis with limits of liability not less than \$1,000,000 per occurrence and aggregate combined single limit, Personal Injury, Bodily Injury and Property Damage.
- c) Automobile Liability Insurance with limits of liability of not less than \$1,000,000 per occurrence combined single limit including Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

- d) Professional Errors and Omissions Insurance shall include Consultant's Computer Errors and Omissions Coverage with limits not less than \$1,000,000 per claim and in the aggregate.

6. Bid Opening

If you will be attending the Bid Opening you must email the Contracting Officer listed on page 1 (email: Vickie.kersey@okhca.org) of the Solicitation Package no later than 1:30 PM CST on Tuesday, February 22, 2011. This will ensure the agency has reserved an adequate meeting room for the bid opening.

11. Manufacturers' Name and Approved Equivalents

This solicitation is limited to and the agency will only accept the 3M ICD-10 Code Translation Tool (CTT) software license. An equivalent product is not acceptable.

12. Clarification of Solicitation

Questions on this solicitation must be e-mailed (in writing) to the Contracting Officer listed on page 1 (email: vickie.kersey@okhca.org) of the Solicitation Package no later than 1:30 PM CST on Wednesday, February 16, 2011. Questions will be answered (in writing) and posted on the Oklahoma Health Care Authority's website at <http://okhca.org>, under the "About Us" section, under Procurement. If no questions are received, no additional information will be posted. Questions received after this date or questions not received in writing will not be answered. It is the bidder's responsibility to check the website for questions/answers.

14. Award of Contract

Effective January 1st, 2011, all contract awards or renewals have the prerequisite that the vendor be registered with the Oklahoma Department of Central Services, Central Purchasing Division. Also note that as of January 1st, the paper registration has been eliminated. All registrations will be processed electronically. Please see the attached flyer and visit the registration site:

http://www.ok.gov/DCS/Central_Purchasing/Vendor_Registration/index.html.

16. Delivery, Inspection and Acceptance

Software license or access to hosted software must be delivered/available to OHCA within 7 calendar days after award of contract.

OKLAHOMA HEALTH CARE AUTHORITY

SOLICITATION SPECIFICATIONS 3M ICD-10 CODE TRANSLATION TOOL (CTT) SOFTWARE LICENSE

1.0 Purpose

The intent of this solicitation and resulting contract is to acquire software license for the Oklahoma Health Care Authority (OHCA) for the 3M ICD-10 Code Translation Tool (CTT).

The OHCA intends to award a contract for a 1 year license with option to renew for two (2) additional one-year periods, for a total anticipated license period of three years.

2.0 Background Information

The OHCA is designated by the State of Oklahoma to administer the State's Medicaid Program. The agency averages 850,000 covered lives/clients served. The Centers for Medicare and Medicaid Services has mandated that all health care providers and payers begin using the expanded disease classification codes contained in the ICD-10 effective October 1, 2013. To prepare and transition from the ICD-9 to the ICD-10, the agency requires the software license to the 3M ICD-10 CTT now.

3.0 Scope of Services

This solicitation is limited to and the agency will only accept the 3M ICD-10 Code Translation Tool (CTT) software license. An equivalent product is not acceptable. The successful bidder must be an authorized reseller for the 3M ICD-10 CTT software.

Prices bid must include basic setup of the software and on-site training (training at the OHCA) with a 3M professional for 3 days. Training will be held at the Oklahoma Health Care Authority, 2401 NW 23rd Street, Suite 1A, Oklahoma City, OK 73107. Dates and times of training will be scheduled by OHCA staff and the successful bidder. Travel expenses for the 3M professional must be included in the bid.

Support for the 3M ICD-10 CTT must be 24/7, 365 days a year, for tier 1 problems. Tier 1 problems are defined by 3M and include system outages. Support for non-tier 1 problems must be provided Monday through Friday, 7 AM – 6 PM, CST/CDT. Support, upgrades and enhancements to the software must be included in the price bid for the software license.

The software license must not limit the number of users allowed.

4.0 Timeline

February 7, 2011 – Notification of Solicitation faxed to potential bidders

February 16, 2011 – 1:30 PM CST – Deadline for questions to be emailed to Contracting Officer (email address: Vickie.kersey@okhca.org)

February 17, 2011 – 1:30 PM CST – Answers to questions will be posted to the Oklahoma Health Care Authority's website at <http://okhca.org>, under the "About Us" section, under Procurement

February 24, 2011 – 10:00 AM CST – Deadline to submit bid

February 28, 2011 – Contract to be awarded and purchase order issued to successful bidder

March 7, 2011 – Software license or access delivered to OHCA

The Oklahoma Health Care Authority is located in Shepherd Mall at 2401 N.W. 23rd Street, Suite 1A, Oklahoma City, OK 73107. Our business hours are Monday – Friday, 8:00 AM – 5:00 PM CST. We will be closed on Monday, February 21, 2011 for President’s Day.

5.0 Evaluation

The State of Oklahoma will conduct a comprehensive and fair evaluation of bids received in response to this solicitation. The contract will be awarded to the lowest responsive bidder.

BID SHEET

Software License (First year of software license)
850,000 covered lives

Price Bid _____

Software License (Optional renewal for second year
of software license) 850,000 covered lives

Price Bid _____

Software License (Optional renewal for third year
of software license) 850,000 covered lives

Price Bid _____

Training
On-site (at OHCA) with 3M professional for 3 days

Price Bid _____

Travel
For 3M professional/trainer for 3 days

Price Bid _____

Miscellaneous Fee(s)
List any fee not mentioned above. Any fee not included on this
Bid sheet can not be paid by OHCA.

Price Bid _____

Total Bid _____

I verify the accuracy of the prices listed above, that the software license will be for the 3M ICD-10 CTT, and that our company is a current, authorized reseller for the 3M ICD-10 CTT software.

Signature

Company Name