

Questions and Answers Document #1

REQUEST FOR PROPOSALS  
FOR  
ANALYSES RELATED TO SOLUTIONS TO ADDRESS THE HEALTH CARE COST  
DRIVERS OF NEW MEXICO'S MEDICAID PROGRAM AND HOSPITAL AND  
INDEPENDENT MEDICAL PRACTICE ADMINISTRATIVE COSTS

May 9, 2025

1. Can bidders assume that the period of performance would be from June 6, 2025 thru June 30, 2026, allowing for a couple of weeks of wrap up after the June 15, 2026 report presentation meeting?

**RESPONSE:** The anticipated period for work performance is one year from the time the contract is executed.

2. Is there a list of formal deliverables other than the preliminary, final report, and related presentations? And other than the June 15, 2026 date for the presentation, does the state have other due dates for reports or deliverables that we should factor into our proposal response?

**RESPONSE:** The only deliverables required are those indicated in the Request for Proposals.

3. Will the state allow the contractor direct access to required New Mexico Medicaid data for analysis, or how will the contractor access the required New Mexico Medicaid data?

**RESPONSE:** Any New Mexico Medicaid access questions will have to be discussed with New Mexico Medicaid.

4. Does the state have a budget range for the proposed contract?

**RESPONSE:** The LCS will not engage in contract compensation discussions prior to final Offeror selection.

5. Does the state anticipate the contractor to obtain input or feedback from key stakeholders, particularly related to policy options?

**RESPONSE:** The LCS only anticipates that any Offeror awarded a contract will complete the work of that awarded contract as described in the Scope of Work found in the Request for Proposals.

6. Is there an incumbent for this contract?

**RESPONSE:** There is not currently a contractor or incumbent performing this work.

7. Is there a contractor(s)/incumbent(s) currently doing this work? If so, can the LCS provide: The name of the current contractor(s)/incumbent(s), and The current contract value.

**RESPONSE:** There is not currently a contractor or incumbent performing this work.

8. Does the LCS have a projected budget or budget range for this project?

**RESPONSE:** The LCS will not engage in contract compensation discussions prior to final Offeror selection.

9. Is there a limit on the size of the electronic files you can receive via email (e.g., 20 Mbs)? If so, please provide the maximum size limit you are able to receive.

**RESPONSE:** The LCS utilizes Microsoft Outlook which has a maximum e-mail file attachment capability Of 20 MBs. The Offeror may send multiple emails containing the proposal in the event that the proposal exceeds the 20 MBs e-mail attachment limit.

10. May resumes be attached as an appendix?

**RESPONSE:** Resumes may be attached as an appendix.

11. May Offerors' references include agencies from the State (e.g., New Mexico Health Care Authority)?

**RESPONSE:** Offeror's references may include agencies from the State.

12. How many references should be listed?

**RESPONSE:** The Offeror should include as many references as necessary for the LCS to gain an understanding of the Offeror's performance on tasks or projects of similar range and complexity.

13. Can the LCS provide a template for the budget?

**RESPONSE:** The LCS cannot provide a template for the budget.

14. What is the anticipated contract type (e.g., fixed-price, time-and-materials, cost-reimbursement, etc.)?

**RESPONSE:** The anticipated contract type is fixed-price.

15. Can the LCS please specify the anticipated period of performance for the proposed work? Additionally, can the LCS indicate whether any optional extension periods or renewal terms are contemplated under the scope of this solicitation?

**RESPONSE:** The anticipated period for work performance is one year from the time the

contract is executed. The LCS cannot indicate whether any optional extension periods or renewal terms are contemplated under the scope of this solicitation.

16. First is there a page or word count restriction on the proposals?

**RESPONSE:** There is no page or word count restriction for the proposals. However, the LCS does utilize Microsoft Outlook which has a maximum e-mail file attachment capability of 20 MBs. If necessary, an Offeror may send multiple emails containing the proposal, in the event that their proposal exceeds the 20 MBs e-mail attachment limit.

17. Are there any circumstances in which a subcontract might be allowed or is this an inflexible rule?

We typically designate a "lead" institution and a "secondary" institution, with the sponsor disbursing to prime, which then disburses to the secondary, according to the contract/ sponsor direction. However, this is not a classic sub-contract, in the sense that there is direct accountability between the sponsor and the secondary, even if the funds are not transferred directly. We would be grateful if you could clarify the following:

- (1) Would such a prime/secondary arrangement be permissible (i.e. does it avoid the subcontract prohibition)? This would allow us to conduct our work as we usually do.
- (2) We would be sharing the project deliverables and responsibility equally. If on (1) the answer is no, would applying as co-applicants for a single project be permissible?

**RESPONSE:** Subcontractors are not authorized under the Request for Proposals as published and the use of lead/secondary contractors and co-applicants is also not allowed. The Request for Proposals as published indicates that a Contractor shall perform the analysis or analyses for which the Contractor is selected, as specified by the LCS. This means that the LCS may decide to award a contract to a single Offeror to perform all separate analyses, or may choose to award separate contracts to more than one Offeror to perform one or more of the individual analyses. The Request for Proposals does not intend to award a contract to more than one Offeror to perform the same analysis.