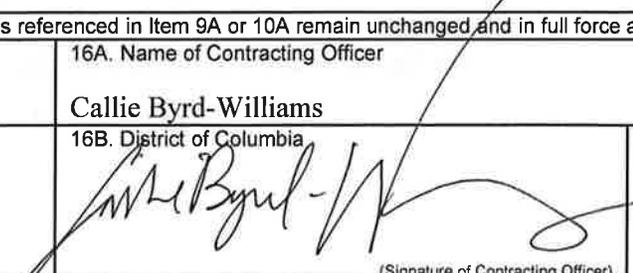


AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. Contract Number		Page of Pages	
				1		14	
2. Amendment/Modification Number A001		3. Effective Date October 10, 2014		4. Requisition No.		5. Solicitation Caption DDS/DDA Provider Certification Reviews	
6. Issued by: Department on Disability Services Office of Contracts and Procurement 1125 15 <sup>th</sup> Street NW, 4 <sup>th</sup> Floor Washington, DC 20005-2720				Code JM0MH		7. Administered by (If other than line 6)	
8. Name and Address of Contractor (No. street, city, county, state and zip code)				X 9A. Amendment of Solicitation No. DCJM-2015-R-0002		9B. Dated (See Item 11) September 12, 2014	
				10A. Modification of Contract/Order No.			
				10B. Dated (See Item 13)			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input checked="" type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning <u>one</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) BY separate letter or fax which includes a reference to the solicitation and amendment number. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such may be made by letter or fax, provided each letter or telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. Accounting and Appropriation Data (If Required)							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTORS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14							
A. This change order is issued pursuant to (Specify Authority): THE CHANGES CLAUSE, The changes set forth in Item 14 are made in the contract/order no. in item 10A.							
B. The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation data etc.) set forth in item 14, pursuant to the authority of 27 DCMR, Chapter 36, Section 3601.2.							
C. This supplemental agreement is entered into pursuant to authority of:							
D. Other (Specify type of modification and authority)							
<b>E. IMPORTANT:</b> Contractor <input type="checkbox"/> is not <input checked="" type="checkbox"/> is required to sign this document and return <u>one</u> copy to the issuing office.							
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)							
<p>In accordance with 27 DCMR, Chapter 16, Section 1623, Amendments of Solicitation Before Closing Date, the District hereby makes the following changes:</p> <p>A. The solicitation closing date of October 14, 2014, not later than 2:00 PM, local time is hereby extended to October 24, 2014, not later than 2:00 PM, local time.</p> <p>B. Pages 3 – 7 of the Request for Proposals (RFP), Section B.3, Price Schedule, DELETE in its entirety, and SUBSTITUTE, the attached “Revised Section B.3, Price Schedule” (incorporated and listed as <b>Attachment A</b> to this Amendment A001).</p>							
Except as provided herein, all terms and conditions of the document is referenced in Item 9A or 10A remain unchanged and in full force and effect.							
15A. Name and Title of Signer (Type or print)				16A. Name of Contracting Officer			
				Callie Byrd-Williams			
15B. Name of Contractor		15C. Date Signed		16B. District of Columbia		16C. Date Signed	
						10-10-14	
(Signature of person authorized to sign)				(Signature of Contracting Officer)			

C. Page 11 of the RFP Section C.1.3 –Definitions and Acronyms, DELETE reference to Attachment J.6, SUBSTITUTE the following: Definitions and Acronyms that can be found at <http://dds.dc.gov/node/721742>.

D. Page 13 of the RFP, Section C.3.1.2, Provider Certification Review, DELETE in its entirety, and SUBSTITUTE, the following “Revised Section C.3.1.2.”:

**C.3.1.2R** The Contractor shall complete an abbreviated/initial PCR for new providers of residential and “day” services programs operating within 60 days of when DDS/DDA awards a Human Care Agreement.

E. Page 17 of the RFP, Section C.3.5.6.1, Senior Review Managers, DELETE in its entirety, and “SUBSTITUTE”, the following “Revised Section C.3.5.6.1”:

**C.3.5.6.1R Senior Review Managers**

Senior Review Managers shall possess a Bachelor’s degree, a minimum of five (5) years of medical experience, a minimum of three (3) years of Medicaid-specific utilization and quality review experience.

F. Page 28 of the RFP, Section G.7, Contracting Officer DELETE in its entirety, The address and telephone number of the Contracting Officer and SUBSTITUTE, the following:

Callie Byrd-Williams  
Chief Contracting Officer  
1125 – 15<sup>th</sup> Street NW, 4<sup>th</sup> Floor  
Washington, DC 20005-2720  
Telephone Number: (202) 730-1716  
Facsimile Number: (202) 730-1514  
E-Mail: Callie.Williams@dc.gov

G. Page 47 of the RFP, Section H.20.2, Organizational Conflict of Interest, DELETE in its entirety, and SUBSTITUTE, the following revised section below:

**H.20.2R** The Contracting Officer has determined that significant potential organizational conflicts of interest may arise or exist due to the nature of the work the Contractor will perform under this contract. The Contractor may be ineligible to act as a prime contractor, consultant, or subcontractor to supply services for any project where the Contractor has provided or is providing support as described in 27 DCMR 2220.1. As further explained in section H.20.3 below, the Contracting Officer shall review the particular facts of each potential organizational conflict of interest in order to prevent the existence of conflicting roles that might bias the Contractor’s judgment or prevent an

unfair competitive advantage and to determine the adequacy of any mitigation plan provided by the Contractor.

- H. Page 62 of the RFP, Section J, List of Attachments, DELETE Attachments J.6, J.7, J.8 and J.9, then SUBSTITUTE the corresponding “Revised Attachments” (incorporated and listed as **Attachment B** to this Amendment A001).

J.6 RESERVED

J.7R PCR Guide and Survey Forms

J.8R Summary of Facilities by Provider is attached

J.9R Incident Management and Enforcement Unit Policy

- I. Responses to offeror questions (incorporated and listed as **Attachment C and D** to this Amendment A001).

**All other terms and conditions remain unchanged.**

**ATTACHMENT A**

**B.3 REVISED PRICE SCHEDULE**

**B.3.1 BASE YEAR**

<b>CLIN</b>	<b>Item Description</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Est. Qty.</b>	<b>Estimated Total Price</b>
<b>0001</b>	Provider Certification Reviews (PCRs), Annual/Full Scale as described in Section C.3.1	Each		300	
<b>0002</b>	Provider Certification Reviews (PCRs), Abbreviated/Initial, as described in Section C.3.1.2	Each		10	
<b>0003</b>	Follow-up Provider Certification Reviews (PCRs) of providers with more than 50 deficiencies in Annual/Full Scale PCR.	Each		10	
<b>0004</b>	Annual PCR Comprehensive Report	Each		1	
<b>0005</b>	Annual Individual Support Plan (ISP) Utilization Reviews as described in Section C.3.3.	Each		1	
<b>0006</b>	Annual Service Coordination Performance Audit as described in Section C.3.4.	Each		1	
<b>ESTIMATED TOTAL AMOUNT FOR THE BASE YEAR INCLUDING CLINS 0001 THROUGH 0006</b>					

**B.3.2 OPTION YEAR ONE**

<b>CLIN</b>	<b>Item Description</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Est. Qty.</b>	<b>Estimated Total Price</b>
<b>1001</b>	Provider Certification Reviews (PCRs), Annual/Full Scale as described in Section C.3.1	Each		300	
<b>1002</b>	Provider Certification Reviews (PCRs), Abbreviated/Initial, as described in Section C.3.1.2	Each		10	
<b>1003</b>	Follow-up Provider Certification Reviews (PCRs) of providers with more than 50 deficiencies in Annual/Full Scale PCR.	Each		10	
<b>1004</b>	Annual PCR Comprehensive Report	Each		1	
<b>1005</b>	Annual Individual Support Plan (ISP) Utilization Reviews as described in Section C.3.3.	Each		1	
<b>1006</b>	Annual Service Coordination Performance Audit as described in Section C.3.4.	Each		1	
<b>ESTIMATED TOTAL AMOUNT FOR THE BASE YEAR INCLUDING CLINS 1001 THROUGH 1006</b>					

**B.3.3 OPTION YEAR TWO**

<b>CLIN</b>	<b>Item Description</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Est. Qty.</b>	<b>Estimated Total Price</b>
<b>2001</b>	Provider Certification Reviews (PCRs), Annual/Full Scale as described in Section C.3.1	Each		300	
<b>2002</b>	Provider Certification Reviews (PCRs), Abbreviated/Initial, as described in Section C.3.1.2	Each		10	
<b>2003</b>	Follow-up Provider Certification Reviews (PCRs) of providers with more than 50 deficiencies in Annual/Full Scale PCR.	Each		10	
<b>2004</b>	Annual PCR Comprehensive Report	Each		1	
<b>2005</b>	Annual Individual Support Plan (ISP) Utilization Reviews as described in Section C.3.3.	Each		1	
<b>2006</b>	Annual Service Coordination Performance Audit as described in Section C.3.4.	Each		1	
<b>ESTIMATED TOTAL AMOUNT FOR THE BASE YEAR INCLUDING CLINS 2001 THROUGH 2006</b>					

**B.3.4 OPTION YEAR THREE**

<b>CLIN</b>	<b>Item Description</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Est. Qty.</b>	<b>Estimated Total Price</b>
<b>3001</b>	Provider Certification Reviews (PCRs), Annual/Full Scale as described in Section C.3.1	Each		300	
<b>3002</b>	Provider Certification Reviews (PCRs), Abbreviated/Initial, as described in Section C.3.1.2	Each		10	
<b>3003</b>	Follow-up Provider Certification Reviews (PCRs) of providers with more than 50 deficiencies in Annual/Full Scale PCR.	Each		10	
<b>3004</b>	Annual PCR Comprehensive Report	Each		1	
<b>3005</b>	Annual Individual Support Plan (ISP) Utilization Reviews as described in Section C.3.3.	Each		1	
<b>3006</b>	Annual Service Coordination Performance Audit as described in Section C.3.4.	Each		1	
<b>ESTIMATED TOTAL AMOUNT FOR THE BASE YEAR INCLUDING CLINS 3001 THROUGH 3006</b>					

**B.3.5 OPTION YEAR FOUR**

<b>CLIN</b>	<b>Item Description</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Est. Qty.</b>	<b>Estimated Total Price</b>
4001	Provider Certification Reviews (PCRs), Annual/Full Scale as described in Section C.3.1	Each		300	
4002	Provider Certification Reviews (PCRs), Abbreviated/Initial, as described in Section C.3.1.2	Each		10	
4003	Follow-up Provider Certification Reviews (PCRs) of providers with more than 50 deficiencies in Annual/Full Scale PCR.	Each		10	
4004	Annual PCR Comprehensive Report	Each		1	
4005	Annual Individual Support Plan (ISP) Utilization Reviews as described in Section C.3.3.	Each		1	
4006	Annual Service Coordination Performance Audit as described in Section C.3.4	Each		1	
<b>ESTIMATED TOTAL AMOUNT FOR THE BASE YEAR INCLUDING CLINS 4001 THROUGH 4006</b>					

**B.3.6 TOTAL ESTIMATED AMOUNT FOR BASE AND FOUR OPTION YEARS**

\$ \_\_\_\_\_

**ATTACHMENT B**

**Section J - List of Attachments**

J.6 RESERVED

J.7R PCR Guide and Survey Forms

J.8R Summary of Facilities by Provider is attached

J.9R Incident Management and Enforcement Unit Policy

**ATTACHMENT C**

**Responses to Solicitation Questions**

Question Number	RFP Page#	RFP Section Number	Question	Response
1.	3	B.3.1	Does the District anticipate a significant decrease in number of PCR annual reviews in 2015?	No. The estimated quantity is revised to 300.
2.	3	B.3.1	Does the District anticipate a significant increase in number of new providers requiring an abbreviated/initial review in 2015?	No. The estimated quantity is revised to 10.
3.	10	C.1.1.4	Will the successful contractor have a role in assisting the HCBS providers “to ensure discrepancies or other problems are corrected by the provider within specified timelines instituted by DDS or the District and federal laws or regulations?”	Yes
4.	12	C.2.4	Does the District intend that the successful contractor “enter the provider certification review findings in MCIS” directly rather than waiting until the review is complete and has passed internal quality checks?	The successful contractor shall enter the provider certification review identified deficiencies in MCIS after the review is complete.
5.	13	C.3.1.2	Does the District intend to eliminate the review of new providers of day services within 60 days of the effective date of Provider Agreement?	No, the sentence has been revised.

6.	13	C.3.1.3	Does the District intend that the MCIS system house all of the data and perform all of the data management required to produce the required analytic reports?	The District requires the successful contractor use the agency's MCIS to, among other things, enter the provider certification review identified deficiencies, conduct research related to HCBS providers, etc. The successful contractor may utilize its own data management system, however, all information in the reports shall entered and have the ability to be extracted from MCIS.
7.	13	C.3.2.1	Does the District intend that the successful contractor provide technical assistance to the HCBS providers and conduct follow-up for all deficiencies and/or problems?	Yes, as required and except where it has been determined the agency's responsibility in the normal course of business.
8.	14	C.3.2.5.4	Does the District intend that the successful contractor "ensure proper handling of all consumer financial benefits and income including security, accountability, confidentiality, and retention?"	No
9.	15	C.3.2.5.11	Does the District intend that the successful contractor "enter all survey indicators in the MCIS" directly?	The successful contractor enters all identified deficiencies in the MCIS no later than five (5) business days following the end of the review.
10.	16 - 17	C.3.5; C.3.5.1 – C.3.5.5	Does the District intend that each of the positions in this section be performed by a different individual or can these functions be combined into one or two different positions?	The District expects that the successful contractor maintain staff to perform the functions under C.3.5.1- C.3.5.5. The offeror should propose the functions they plan to combine into one or two different positions to comply with the solicitation requirements.

11.	17	C.3.5.6; C.3.5.6.1 – C.3.5.6.2	Does the District intend that each of the positions in this section be performed by a different individual or can these functions be combined into one or two different positions? Is it required that the Senior Review Manager be a RN? Is it intended that there be more than one Senior Review Manager in the staff mix?	The District expects the contractor to comply with the requirements in the contract. If the offeror believes functions and positions can be combined, the offeror should document its plan in the solicitation response. The Senior Review Manager position has been revised; the RN requirement has been removed. The offeror should propose the skill mix to comply with the contract requirements.
12.	18	C.3.7.1	Is it the District’s intention to change the due date of the written & electronic reports of findings of the PCT and customer satisfaction surveys to the fifth day following completion of the exit interview?	The successful contractor enters all identified deficiencies in the MCIS no later than 14 business days following the end of the review.
13.	19	C.3.7.1.5.b	Is it the District’s intention to expand the reporting requirements for the final case review report to also include a conclusion of finding addressing areas of deficiencies and a discussion of opportunities for quality improvement?	Yes
14.	19	C.3.8	What is the nature of the technical assistance it intends the successful contractor to provide to a HCBS provider if it does not meet the level of compliance established by the DDA?	The successful contractor provides technical assistance to a HCBS provider related to the specific HCBS service being reviewed and any applicable agency policy and/or procedure.
15.	19	C.3.9	Does the District intend that the number of follow-up “opportunities to complete the review process successfully” be increased?	No, the maximum number of follow up opportunities is two (2).

16.	23	F.5.1 #9	Is it the District's intention to change the due date of the written & electronic reports of findings of the PCT and customer satisfaction surveys to the fifth day following completion of the exit interview?	The successful contractor shall enter all identified deficiencies in the MCIS not later than 14 business days following the end of the review.
17.		J.7 SERVICE QUALITY PROVIDER REVIEW PROCESS & TOOLS	Is it the District's intention that the successful contractor would follow the Service Quality Provider Review Process and Tools document which is dated 2008 in Attachment J.7?	No, the successful contractor follows the PCR Guide and Survey Forms dated revised The revised policy is enclosed. (See Attachment J.7R)
18			Who is the current vendor providing these services?	Liberty Healthcare Corporation
19			What is the current rate?	The current contract prices are listed in Attachment D.
20	47-48	H.20.2	Would there be any conflict with a vendor providing services and having other contracts in DC	See RFP, Organizational Conflict of Interest revised Section H.20.2R incorporated herein.

**ATTACHMENT D**

**Current Contract Rates for DCJM-2009-E-0002  
 Quality Improvement/Provider Certification Reviews**

<b>CLIN</b>	<b>Item Description</b>	<b>Unit</b>	<b>Unit Price</b>
<b>4001</b>	Provider Certification Reviews (PCRs), Full Scale, as described in Section C.3.2	Each	\$4,795.91
<b>4002</b>	Annual Individual Support Plan (ISP) Utilization Reviews as described in Section C.3.3.	Each	\$84,634.00
<b>4003</b>	Annual PCR Comprehensive Report as described in Section C.3.6.4.6.4	Each	\$84,634.00
<b>4004</b>	Annual Service Coordination Performance Audit as described in Section C.3.4	Each	\$84,634.00
<b>4006</b>	Follow-up Provider Certification Reviews (PCRs) of providers with more than 50 deficiencies in Full Scale PCR.	Each	\$4,795.91
<b>4007</b>	Staff Enhancement to conduct changed work as incorporated by Modification M00004 for Option Year Four	Months	\$21,050.08