

CITY OF BOSTON
Medical Administration Services
RFP Timeline

DRAFT
January 14, 2014

Action / Event	Responsibility	Target Due Date
PEC Informational Meetings	Segal/City /PEC	Ongoing
Meetings to Discuss Structure of Bid Specifications	Segal/City/PEC	Ongoing
Data Request to Incumbent Carriers	Segal	August 8, 2014
First Draft of Bid Specifications	Segal (with input from City/PEC)	August 8, 2014
Second Draft of Bid Specifications (also, reflecting City procurement requirements)	Segal/City/PEC	September 2, 2014
Carriers' Response to Data Request	Harvard Pilgrim, BCBSMA, Neighborhood Health Plan	September 2, 2014
Review and Test Data / Clarifications with Carriers	Segal	September 19, 2014
Final Review of RFP by City and PEC	City/PEC	September 30, 2014
RFP Release to Bidders, Advertisement in City Record & RFP Posted on City Website	City	October 1, 2014
Intent to Bid Reply Due (Optional Step)	Bidding Vendors	October 10, 2014
Deadline for Bidder Questions / RFP Clarifications	Vendors	October 14, 2014
Responses to Written Questions / Clarifications	Segal (with assistance from City)	October 24, 2014

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Proposals Due - Bid Opening	Vendors – Segal/Evaluation Team (City/PEC)	November 5, 2014
Consultant’s Analyses (Draft) of Proposals(reflecting requests for clarification to bidders)	Segal	December 19, 2014
City’s Review of Consultant’s Analyses and Finalists Selected	Evaluation Team (City/PEC)	Week of January 5, 2015
Finalist Presentations	Segal/Vendor(s)/Evaluation Team (City/PEC)	Week of January 12, 2015
Finalize Analysis	Segal (with assistance from Evaluation Team (City/PEC))	Week of January 26, 2015
Review and Discuss Results	City/PEC	January 16, 2015 - January 30, 2015
Plan Design & Vendor(s) Selected	City/PEC	January 30, 2015
Contract Drafting, Contract Negotiations and Finalization	City / Vendor(s)	February 2015
Implementation	City (with assistance from Segal as requested)	March 1 to July 1, 2015
Plan Effective Date	City	July 1, 2015

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Bid Specifications – Topics and Categories

Organizational Stability, Experience and Contracting Issues
Administrative, Claim Paying and Reporting Services
Healthcare Reform Initiatives
Provider Contracting and Accountable Care Organization Administration
Network Access and Network Disruption
Network Management and Quality Assessment
Financial Approaches – Traditional and Alternative
Health Management Programs
Independent Second Opinions and Clinical Advocacy
Wellness Programs and Initiatives
Innovative Products and Value-Added Services
Implementation
Request for References