

August 10, 2016

**BID BOARD POSTING**  
**OACT-393-2016-0023**  
**REQUEST FOR QUOTE**

The Centers for Medicare and Medicaid Services (CMS) intends to award on a sole source basis to Quest Analytics, LLC, 4321 W. College Avenue, Suite 300, Appleton, Wisconsin 54914 for the Renewal of Downsized Beneficiary File. Quest Analytics will duplicate the process to create a down-sized beneficiary file that can be used as a replacement to the entire beneficiary data-set. This file will take into consideration both populations of the beneficiaries within each zip code and geographic areas as well. The NAICS code is 541511. The period of performance August 24, 2016 – August 23, 2017. Attached are the Statement of Work and Deliverables. Bids are due by August 18, 2016 @ 11:00am.

Acquisition Questions should be referred to:  
Lucille M. Lee (410) 786-5447, [lucille.lee@cms.hhs.gov](mailto:lucille.lee@cms.hhs.gov)



# Statement of Work

## Quest Analytics

5/12/2016

### 1. Background

The Health Plan Management System (HPMS) utilizes geocoding and proximity mapping analysis to measure the network adequacy of Medicare Advantage (MA), Medicare-Medicaid Plan (MMP), and Prescription Drug Plan (Part D) organizations against standardized criteria established by CMS. The Quest Analytics software suite provides the geocoding and proximity mapping capabilities used throughout this process. Specifically, the Quest software is used to: a) perform the geocoding of the provider, facility, and pharmacy addresses by assigning latitude and longitude coordinates based on their street-level locations; b) aggregate the number of providers of a particular specialty type and county to determine if the number is equal to or greater than the MA or MMP requirement; c) calculate the travel distance and determine whether beneficiaries have access within CMS' maximum travel distance requirement; and d) calculate the travel time and determine whether beneficiaries have access within CMS' maximum travel time requirement.

### 2. Scope

The contractor shall provide the below software licenses/products:

- Quest Analytics Server/Developer Edition
- Quest Analytics Desktop Edition
- Downsized MA Beneficiary File
- Ad-hoc Analysis Services

### 3. Purpose

The purpose of this contract/purchase order is to obtain Quest Analytics products to measure the adequacy of provider, facility, and pharmacy networks against standardized criteria established by CMS.

### 4. Requirements

The contractor shall adhere to the below requirements for each scope item:

- Quest Analytics Server/Developer Edition - This renewal copy is for the measurement of network adequacy of MA, MMP, and Part D networks. This copy should include the following modules:
  - Access Analysis Module
  - Geocoder Module
  - Network Adequacy Module
- Quest Analytics Desktop Edition

- Downsized MA Beneficiary File - The contractor shall produce an updated and statistically valid downsized file, using the most current beneficiary dataset provided by CMS, which will yield similar results as compared to the entire dataset. The size and number of records included in this downsized file will be determined during the project, but we anticipate it will be between 1.6 Million - 2.0 Million records. The completed file will be returned in Microsoft Access format including the below requirements:
  - Clean expanded format with latitude and longitude appended to each record count
  - within a zip code along with the State, County SSA, County Name, Zip Code and County Class.
  - White paper analysis on a State by State basis illustrating the results against the full beneficiary file compared to the down-sampled results.
  - Ad-hoc Analysis Services - The contractor shall provide up to 40 hours of professional services support above and beyond the standard technical support that is supplied as part of the software maintenance agreement. Examples of these CMS-requested initiatives may include:
    - Supporting and troubleshooting shooting Quest Analytics Server upgrades
    - Analysis of specialty and time and distance requirements
    - Make recommendations based on market availability to automate exception review process
    - Research and delivery on new models to validate accuracy of provider networks
    - Research and delivery on new methods to exclude providers who have invalid specialties
    - Research and delivery on new methods to exclude providers who have been deactivated
    - Research and delivery on new methods to flag providers with excessive address locations
    - Develop and deliver trend reports on provider changes and resulting network adequacy changes

## 5 Period of Performance

8/24/2016 - 8/23/2017

## **SECTION 508 - ACCESSIBILITY OF ELECTRONIC AND INFORMATION TECHNOLOGY**

- a) This *SOW, PWS, or TO* is subject to Section 508 of the Rehabilitation Act of 1973 (29 U.S.C. 794d) as amended by the workforce Investment Act of 1998 (P.L. 105-220). Specifically, subsection 508(a) (l) requires that when the Federal Government procures Electronic and Information Technology (EIT), the EIT must allow Federal employees and individuals of the public with disabilities comparable access to and use of information and data that is provided to Federal employees and individuals of the public without disabilities.
- b) The EIT accessibility standards at 36 CFR Part 1194 were developed by the Architectural and Transportation Barriers Compliance Board ("Access Board") and apply to contracts and task/delivery orders, awarded under indefinite quantity contracts on or after June 25, 2001.
- c) Each Electronic and Information Technology (EIT) product or service furnished under this contract shall comply with the Electronic and Information Technology Accessibility Standards (36 CFR 1194), as specified in the contract, as a minimum. If the Contracting Officer determines any furnished product or service is not in compliance with the contract, the Contracting Officer will promptly inform the Contractor in writing. The Contractor shall, without charge to the Government, repair or replace the non-compliant products or services within the period of time to be specified by the Government in writing. If such repair or replacement is not completed within the time specified, the Government shall have the following recourses:
1. Cancellation of the contract, delivery or task order, purchase or line item without termination liabilities; or
  2. In the case of custom Electronic and Information Technology (EIT) being developed by a contractor for the Government, the Government shall have the right to have any necessary changes made or repairs performed by itself or by another firm for the noncompliant EIT, with the contractor liable for reimbursement to the Government for any expenses incurred thereby.
- d) The contractor must ensure that all EIT products that are less than fully compliant with the accessibility standards are provided pursuant to extensive market research and are the most current compliant products or services available to satisfy the contract requirements.
- e) For every EIT product or service accepted under this contract by the Government that does not comply with 36 CFR 1194, the contractor shall, at the discretion of the Government, make every effort to replace or upgrade it with a compliant equivalent product or service, if commercially available and cost neutral, on either a contract specified refresh cycle for the product or service, or on a contract effective option/renewal date; whichever shall occur first.

## Section 508 Compliance for Communications

The *Contractor* shall comply with the standards, policies, and procedures below. In the event of conflicts between the referenced documents and this *SOW, PWS, or TO*, the *SOW, PWS, or TO* shall take precedence.

### Rehabilitation Act, Section 508 Accessibility Standards

1. 29 U.S.C. 794d (Rehabilitation Act as amended)
2. 36 CFR 1194 (508 Standards)
3. [www.access-board.gov/sec508/standards.htm](http://www.access-board.gov/sec508/standards.htm) (508 standards)
4. FAR 39.2 (Section 508)
5. CMS/HHS Standards, policies and procedures (Section 508)

In addition, all contract deliverables are subject to these 508 standards as applicable.

Regardless of format, all Web content or communications materials produced, including text, audio or video - must conform to applicable Section 508 standards to allow federal employees and members of the public with disabilities to access information that is comparable to information provided to persons without disabilities. All contractors (including subcontractors) or consultants responsible for preparing or posting content must comply with applicable Section 508 accessibility standards, and where applicable, those set forth in the referenced policy or standards documents above. Remediation of any materials that do not comply with the applicable provisions of 36 CFR Part 1194 as set forth in the *SOW*, shall be the responsibility of the contractor or consultant.

The following Section 508 provisions apply to the content or communications material identified in this *SOW*:

36 CFR Part 1194.21 a - 1

36 CFR Part 1194.22 a - p

36 CFR Part 1194.31 a - f

36 CFR Part 1194.41 a - c

The contractor shall provide a completed Section 508 Product Assessment Template and the contractor shall state exactly how the proposed EIT deliverable(s) meet or do not meet the applicable standards.