

**DEPARTMENT OF HUMAN SERVICES**  
**DIVISION OF MEDICAL ASSISTANCE AND HEALTH SERVICES (DMAHS)**  
**AND**  
**DIVISION OF FAMILY DEVELOPMENT (DFD)**  
**REQUEST FOR INFORMATION (RFI)**  
**NOTICE SEEKING PRODUCT DEMONSTRATION**

**1. PURPOSE AND INTENT**

This Notice is issued by the Procurement Bureau, Division of Purchase and Property (DPP), Department of the Treasury on behalf of the Department of Human Services' (DHS) Divisions of Medical Assistance and Health Services (DMAHS) and Family Development (DFD). The DHS is seeking information about available products/solutions in preparation for a potential Request for Proposal (RFP) to procure an Integrated Eligibility System (IES) that will support the full continuum of health and human services programs and services.

**This Notice is not a Request for Proposal.**

This RFI offers qualified vendors the opportunity to submit an Application to the Procurement Bureau, Division of Purchase and Property, to demonstrate products/solutions for an IES on-site at the DMAHS and DFD offices located at 7 Quakerbridge Plaza, Mercerville, New Jersey 08619, or another location to be designated by the State.

The purpose and intent of the potential RFP is to procure a fully automated, real-time, integrated eligibility determination system for health and human services programs including: Medicaid, which includes Titles XIX and XXI, Supplemental Nutritional Assistance Program (SNAP), Child Care, Temporary Assistance for Needy Families (TANF), General Assistance (GA), and Emergency Assistance (EA).

The vendor's product and/or solution should be adaptive and flexible to changing policies and business rules, leverage modern technologies and use best practices. It should include a modern technological framework that can evolve alongside changing policy and program needs.

Goals of the IES:

- A. Simplify client eligibility;
- B. Modernize eligibility determination;
- C. Streamline health and human services program delivery;
- D. Reduce costs;
- E. Increase efficiency; and
- F. Improve Agency business processes.

## 2. SCHEDULE OF EVENTS

<u>EVENT</u>	<u>Comment</u>	<u>DATE AND TIME</u>
Release of RFI Offer to Demonstrate		August 29, 2015 2:00 PM Eastern Time
Vendor's Application to Demonstrate Due to DPP		September 10, 2015 2:00 PM Eastern Time
Response to Applications Sent to Vendors		September 23, 2015
Release of Vendor Questions		September 23, 2015
Vendor Demonstration Date (Date #1 Option)	<i>Denote Preferred Date and 1<sup>st</sup> Choice and 2<sup>nd</sup> Choice Alternate Dates</i>	Monday, October 26, 2015 9:00 a.m. – 12:00 p.m.
Vendor Demonstration Date (Date #2 Option)	<i>Denote Preferred Date and 1<sup>st</sup> Choice and 2<sup>nd</sup> Choice Alternate Dates</i>	Monday, October 26, 2015 1:00 p.m. – 4:00 p.m.
Vendor Demonstration Date (Date #3 Option)	<i>Denote Preferred Date and 1<sup>st</sup> Choice and 2<sup>nd</sup> Choice Alternate Dates</i>	Tuesday, October 27, 2015 9:00 a.m. – 12:00 p.m.
Vendor Demonstration Date (Date #4) Option	<i>Denote Preferred Date and 1<sup>st</sup> Choice and 2<sup>nd</sup> Choice Alternate Dates</i>	Friday, October 30, 2015 1:00 p.m. – 4:00 p.m.

## 3. SUBMISSION OF APPLICATION TO DEMONSTRATE PRODUCT SOLUTIONS

DPP must receive the Application to demonstrate product/solution on the required date and time as shown in the Schedule of Events Table in Section 2 of this Notice.

**Applications received after the required submission date and time will not be considered for demonstration.**

Vendors must not contact the Using Agency directly, in person, by telephone, or by e-mail, concerning this Notice or concerning the potential RFP.

Applications may be sent via e-mail to:

Marie Boragine

[Marie.Boragine@treas.nj.gov](mailto:Marie.Boragine@treas.nj.gov)

Or via first class mail to:

Department of the Treasury  
Division of Purchase and Property  
Procurement Bureau  
9th Floor 33 West State Street  
Trenton, NJ 08625

All questions regarding this opportunity to demonstrate products/solutions should be directed to Marie Boragine at the email address above.

To apply to demonstrate products/solutions, vendors must submit a Cover Sheet and Checklist (please refer to Sections 6 and 7 of this Notice). The Application should include a narrative (please refer to Section 8 of this Notice) describing in detail the product/solution to be demonstrated. The description should include business processes and technical capabilities that address the content of the RFI Checklist.

DMAHS and DFD anticipate scheduling the demonstrations in October, 2015. Your narrative response should also include your preferred date, and first and second choices of alternate dates and/or times, for the demonstration.

#### **4. VENDOR AND PRODUCT/SOLUTION QUALIFICATIONS**

DHS is seeking demonstrations from a broad array of interested vendors.

Prime Vendors, Vendor Subcontractors, Vendor/Subcontractor Teams, or Joint Venture Agreements/Parties with a product and/or solution that meets the characteristics in the RFI Checklist (please refer to Section 7 of this Notice) may submit an Application and apply to demonstrate their product and/or solution.

Vendors with a product/solution deemed qualified by DHS will be invited to demonstrate their solution on-site at DMAHS/DFD, or at another location designated by the State. Vendors who are invited to demonstrate their product/solution should be prepared to respond to questions prior to, during, and/or after the product demonstration. DHS will provide questions in advance to those vendors who are invited to demonstrate their solutions. DHS encourages vendors to include personnel in the product demonstration team who are able to respond to questions about the technical and functional capabilities of the solution demonstrated. DHS is seeking information about product/solution capabilities, not marketing presentations; therefore, vendors must limit any product marketing discussion during the demonstration to five minutes or less.

#### **5. TERMS AND CONDITIONS**

- A. The purpose and intent of this opportunity to demonstrate products/solutions is solely for the State's benefit and is intended to provide information to the State. Demonstrations will not be subject to an evaluation.
- B. The State reserves the sole right to accept or reject Applications to demonstrate at the State's discretion. Acceptance of a vendor's Application in no way constitutes a commitment by the State to award any contract for any product/solution demonstrated. The State's acceptance or rejection of an Application does not preclude a vendor from responding to any current or future RFP.
- C. The State is subject to strict accountability and reporting requirements as a recipient of funds from public sources. Any response or other information submitted in response to this offer to demonstrate products/solutions is subject to disclosure by the State, as required by applicable law. The State makes no agreements or representations of any kind, and

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expressly disclaims any requirement to maintain the confidentiality of any information provided in response to this offer to demonstrate products/solutions. All material and information provided to the State in response to this offer shall become the property of the State upon receipt and will not be returned to the vendor.

- D. The State reserves the right to copy any information provided by applicants, whether or not selected by the State to demonstrate their product solution, for purposes of facilitating the State's review of use of the information. The State reserves the right to use ideas that are provided by vendors in the Application or product demonstration. By applying to demonstrate its product solution, the vendor represents that such copying or use of information will not violate any copyrights, licenses, or other agreements with respect to information submitted or product solutions demonstrated.
- E. The State is not responsible for any costs incurred by an applicant related to the preparation of the Application or any other activities related to preparing for, conducting, or traveling to or from the demonstration's location.

**6. RFI COVER SHEET**

\_\_\_\_\_  
Date Received

State of New Jersey  
Department of Human Services  
Division of Medical Assistance and Health Services (DMAHS)  
and  
Division of Family Development (DFD)

Name of RFI:  
Integrated Eligibility System (IES) - Application and Product/Solution Demonstration

Incorporated Name of Applicant: \_\_\_\_\_

Type: Public \_\_\_\_\_ Profit \_\_\_\_\_ Non-Profit \_\_\_\_\_ Hospital-Based \_\_\_\_\_

Federal ID Number: \_\_\_\_\_ Charities Reg. Number (if applicable) \_\_\_\_\_

Address of Applicant: \_\_\_\_\_  
\_\_\_\_\_

Contact Person Name and Title: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Email Address: \_\_\_\_\_

Brief description of product/solution:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Authorization: Chief Executive Officer (printed name): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## 7. RFI CHECKLIST

State of New Jersey  
Department of Human Services  
Division of Medical Assistance and Health Services (DMAHS)  
and  
Division of Family Development (DFD)

Name of RFI:

Integrated Eligibility System (IES) - Product/Solution Demonstration

Prime Vendors, Vendor Subcontractors, Vendor/Subcontractor Teams, or Joint Venture Agreements/Parties with a product or solution that meets the following characteristics may submit an Application and apply for an appointment to demonstrate.

Please check all features that apply to your product and/or solution.

Adaptable to Human Services Agencies

Meets the following federal requirements for eligibility:

<input type="checkbox"/>	Affordable Care Act
<input type="checkbox"/>	U.S. Department of Agriculture
<input type="checkbox"/>	Food and Nutrition Services (FNS)
<input type="checkbox"/>	Administration for Children and Families

Meets the following security policies:

<input type="checkbox"/>	MARS-E
<input type="checkbox"/>	Internal Revenue Service (I.R.S.)
<input type="checkbox"/>	FNS security
<input type="checkbox"/>	Children and Families

<input type="checkbox"/>	Provides an integrated application so New Jersey residents may apply for multiple benefits through one integrated process
<input type="checkbox"/>	Integrates with the federal marketplace for Medicaid eligibility
<input type="checkbox"/>	CMS certified
<input type="checkbox"/>	FNS certified
<input type="checkbox"/>	Able to pass all CMS gate reviews and meet CMS approval
<input type="checkbox"/>	Able to pass all FNS gate reviews and meet FNS approval
<input type="checkbox"/>	Eligibility portal, including use of mobile devices and other remote functionality
<input type="checkbox"/>	Include other features (if applicable) not mentioned in the list above

## 8. RFI NARRATIVE

The vendor should attach a written narrative to the Cover Sheet and Checklist. The narrative shall not exceed five 8 1/2" by 11" pages, single spaced with one-inch margins, with no smaller than a 12 point font in Arial or Times New Roman.

The narrative must:

- Include a summary description of the product and/or solution to be demonstrated. Include a description of the business and technical capabilities, and address the system goals of the IES as detailed in the RFI.
- Anticipated demonstrations will occur in October, 2015. Please include your preferred date and first and second choices for alternate dates and/or times for the demonstration and identify who will attend, by their role and company title.

If an Application is determined to meet DHS' criteria for selection to demonstrate, the applicants will receive information regarding the demonstration's location, internet connectivity at the site of the demonstration, and an agenda for the session. The criteria for selection will not be published.

For questions regarding this RFI, please contact Marie Boragine as outlined in Section 3 of this RFI.