

CITY OF BOSTON
Medical Administration Services
RFP Timeline

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

CITY OF BOSTON
Medical Administration Services
RFP Timeline

Action / Event	Responsibility	Target Due Date	Status
Responses to Written Questions / Clarifications	Segal (with assistance from City)	October 24, 2014	Completed
Proposals Due - Bid Opening	Vendors – Segal/Evaluation Team (City/PEC)	November 12, 2014	
Vendors will be sent a list of dates and times that they could potentially be called for Presentations/Interviews	Segal	Late November	
City’s Review of Consultant’s Analyses and Finalists Selected	Segal presents to Evaluation Team (City/PEC)	January 13, 2015 9:30 AM – 12:00 PM	
Vendor References	City/Kathleen	Jan 12 – 16 2015	
Finalist Interviews/Presentations	Segal/Vendor(s)/Evaluation Team (City/PEC)	Holding January 20th, 21st, 22nd	
Finalize Scoring and draft recommendation to RFP Official	Evaluation Team (City/PEC) with assistance from Segal	January 27, 2015 9:00AM – 12:00 PM	
Official receives approval to begin vendor contracting process	City/Official	No later than 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	

**CITY OF BOSTON
Medical Administration Services
RFP Timeline**

Action / Event	Responsibility	Target Due Date	Status
Plan Effective Date	City	July 1, 2015	

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

7932332v2/02797.027