

SCOPE OF SERVICES

The contractor shall provide legal and consulting services to the State of Hawaii for completion of implementation of the 1115 demonstration waiver for the managed health care program reform and expansion, and development and implementation of the expanded QUEST managed care program for the aged, blind, and disabled population, and to incorporate long-term care programs into the waiver. The services to be provided include but are not limited to the following:

A. Completion of implementation of QUEST Expanded managed care program for the non-aged, blind and disabled population.

1. Provide strategic advice, consultation, project management and technical assistance on issues and policy decisions as needed.

B. Development and implementation of QUEST Expanded Access managed care program for the aged, blind and disabled (ABD) population:

1. Legal and consulting services relating to the drafting and issuance of the RFP.
2. Developing an evaluation guide and tool for the technical evaluation, including training materials, and providing technical assistance throughout this phase.
3. Facilitate the evaluation of the proposals in response to the RFP in Hawaii, including coordination with Med-QUEST personnel, subject matter experts, Attorney General's Office and the procurement office.
4. Assist Med-QUEST personnel with a gap analysis and training plan to assist the division in developing a project management structure for outreach and education planning, open enrollment, readiness, and an Operations Plan with a phased-in training schedule to assist Med-QUEST in managing and monitoring the health plans throughout the term of the contract once the contracts are awarded. Development of a Project Implementation Plan with defined project tasks and discrete action items to guide project implementation and an Operation Plan. Assist with development of revised management strategies to meet operational challenges.
5. Assist Med-QUEST Division with developing answers to questions submitted by bidders in response to the Business Section of the RFP.
6. Assist with drafting necessary amendments to the RFP.
7. If requested, provide on-site assistance in conducting readiness reviews, developing corrective action plans if the plans need to do remedial work in order to handle

delivery of services pursuant to the contract, and finalization of Readiness Review documents to support the health plans' abilities to deliver services to enrollees.

8. Prepare an Outreach Plan on Positive Enrollment which requires the development of education/briefing materials for targeted audiences, i.e. advocacy groups, enrollees, legislators, etc.
9. Assist Med-QUEST in negotiating with health plans and preparing any contract amendments necessary after negotiation.
10. Provide strategic advice, consultation, project management and technical assistance on issues and policy decision as needed.
11. Provide outreach/operational plan for the uninsured adult coverage expansion as outlined in Hawaii's 1115 waiver. Work with CMS and the State in securing approval of the plan.

Covington and Burling, LLC
SPO-07 B Request – 1/17/08

6. Scope of work for the contract is revised as follows:

With the approval of Request 08-001-J, an extensive amount of legal consulting and Medicaid expertise services have been utilized for the Quest Expanded Access (QeXA) program which will include the aged, blind and disabled (ABD) population into managed care health plans. Extensive work was performed on the preparation and crafting of the QeXA Request for Proposal (RFP) that was finalized and issued on October 10, 2007. Due to the complexity of the design and procurement of this new program, numerous question and answer sessions, 11 RFP amendments, and weekly and sometimes daily conference calls required the firm's expertise. Specifically, proposals were received on December 7, 2007. Extensive evaluation, coordination and subject matter expertise has been provided by the firm to MQD administrators and staff evaluators. Work continues on the critical evaluation of the proposals, with the contract awards announcement expected on February 1, 2008. Contracts are to be in place effective February 15, 2008 with the commencement of services to the ABD population to start on November 1, 2008. This ambitious schedule requires timely decision making and expert assistance in every step of the RFP procurement process and program implementation. To meet the November 1, 2008 start date, work must be continued on the Enrollment Counselor RFP, health plans readiness reviews and other project implementation requirements to ensure a smooth transition of this very vulnerable ABD population of Medicaid clients into managed care health plans.

The original estimate of approximately 200 hours of work for about \$68,000 each month was grossly underestimated. Since August 2007, the firm provided service hours averaging 397 hours per month at an average cost of nearly \$130,000 each month. This rate of service is expected to continue through the procurement period, contracting, program implementation and a few months of the transition period after the program starts. Due to these needs, the first six-month contract extension will be exercised to extend this contract to December 31, 2008, and an additional \$1.25 million is required to fund the on-going services.

7. Reason: This/These amendment(s) are necessary because:

See Item 6. above.