



LBJ Tropical Medical Center  
PO Box LBJ  
Pago Pago, American Samoa 96799



**REQUEST FOR QUALIFICATIONS (RFQ)  
FOR  
LBJTMC MEDICAID REVIEW AND REVISION**

**Project #: RFQ No. LBJ-RFQ24.01**

**Issuance Date: Thursday, April 25, 2024**

**Closing Date: Thursday, May 16, 2024**

**Closing Time: 2:00 PM – AS Time**

**APPROVED FOR ISSUANCE BY:**

**Dr. Akapusi Ledua  
LBJ Chief Executive Officer  
Notice to Offerors**



**LBJ TROPICAL MEDICAL CENTER  
FAGA'ALU AMERICAN SAMOA**



April 25, 2024

**REQUEST FOR QUALIFICATIONS  
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***Medicaid Review and Revision:***

The American Samoa Medical Center has determined that certain aspects of the Medicaid State Plan are outdated and no longer serve the needs of the hospital or the Territory. As is well known, the major payer for medical care in the territory is Medicaid, which is under pressure because of the required federal match which has necessitated the return of multi millions of dollars to the Federal government because of the significance of the match. To lessen the match, the Territorial Medicaid Office is considering implementation of an individual eligibility determination process. Additionally, it has been discovered that many patients, because of their medical conditions, are eligible for Medicare even though they are not yet 65 years old.

In navigating the transition to individual enrollment the Medical Center must evaluate a path which includes the formation of various insurance entities which will provide a method for payment which will benefit the patients and community.

This process likely includes several coordinated steps:

1. Review and analyze the existing Medicaid Plan.
2. Revise the Medicaid Plan, in conjunction with AS Medicaid Office, to provide care for those eligible and to cover all required services, while decreasing the federal match required under existing system.
3. Develop an American Samoa Health Plan which will provide health coverage for those not eligible for Medicaid or Medicare.
4. Develop a Medicare Advantage Plan which will provide for capitated payments for those eligible and desire to participate. The services available under this type of coverage are more generous to the participants than ordinary Medicare policies.

***Medicaid Review, Analysis and Revision:***

**Scope of Service:**

LBJ seeks an advisor conversant and experienced in the review and writing of State Medicaid Plans for States and Territories. The first phase of the project would be to review the existing plan, analyze how it interacts with LBJ, what services are covered, what is the economic consequences to LBJ and the AS Medicaid Plan, determine if existing Plan is in compliance with CMS regulations, and determine what areas can be improved to meet both parties' goals. The second portion of the engagement would be to make recommendations and undertake the task or re-writing the AS Medicaid Plan and obtaining the necessary approval of the Plan from CMS.

**Timelines:**

The first phase of the project would be 6 weeks from the signing of the contract. The second phase of the project be completed 8 months after the completion of phase one.

**Submission Requirements:**

RFQ submissions must include at a minimum:

1. Individual or Firm Information: firm’s legal name, address, email, and telephone number, the principal(s) of the firm and their experience and qualifications;
2. Medicaid State Plan Experience: The specialized experience and technical competence of the staff to be assigned to the project with respect to Medicaid State Plan Review or related work, description of firm’s prior experience, including any similar, size of community, location, total cost, and names of local officials knowledgeable regarding the firm’s performance on related work. Include at least three references within the past five years;
3. Firm Capacity and Capability: The capacity and capability of the firm to perform the work in question, including specialized services, within the period of the grant, the past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules; description of firm’s current work activities, capability of carrying out all aspects of ARPA related activities, and firm’s anticipated availability during the term of the project;
4. The proposed work plan and schedule for activities to be performed.

**Qualification Evaluation Criteria:**

Submissions will be evaluated per the following factors:

1. <u>Qualifications, Competence and Reputation of Firm and Personnel</u>	<u>20 points or %</u>
2. <u>Firm’s Capability to Meet Time and Project Budget Requirements</u>	<u>20points or %</u>
3. <u>Present and Project Workload of Firm</u>	<u>20 points or %</u>
4. <u>Related Experience on Similar ARPA projects</u>	<u>20 points or %</u>
5. <u>Recent and Current Work for the Entity Issuing RFO</u>	<u>20 points or %</u>

Upon completion of the review, the Source Evaluation Board will make its recommendation to the American Samoa Medical Center Board of Directors for approval to negotiate a contract price.

**Contract Award:**

Once the most qualified firm is selected a cost for the implementation of phase one of the project, and phase two of the project will be negotiated independently. Contracting for these activities will be clearly defined with costs/payments attributed to each work stream identified. Contracts executed for these services shall be contingent upon the Release of ARPA Funds and Funding Conditions.

The above information should be submitted no later than 2pm on May 16, 2024, to the Chief Procurement Officer of the American Samoa Medical Center For more information, contact Frederick Ledoux at (684) 633-1222; Email: [frederick.ledoux@lbi.as](mailto:frederick.ledoux@lbi.as).

Date: 04/24/24

Authorized Representative: 