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Issue Date: 2/9/2011

Contract Number: T100535

Grant Writing Assistance

Description:
As provided under New York State Finance Law Section 163, the New York State Insurance Department (DOI) intends to procure, as a discretionary transaction, the services of an entity to assist with completion of a grant application in response to U. S. Department of Health and Human Services (HHS), Office of Consumer Information and Insurance Oversight, Cooperative Agreement to Support Establishment of State-Operated Health Insurance Exchanges Funding Opportunity Announcement (FOA) No. IE-HBE-11-004. The complete funding announcement is attached or can be viewed at www.grants.gov by searching CFDA: 93.525.

BACKGROUND

On March 23 and 30, 2010, the President signed into law the Patient Protection and Affordable Care Act, Public Law 111-148 and the Health Care and Education Reconciliation Act, Public Law 111-152. The two laws are collectively referred to as the Affordable Care Act (ACA). The ACA creates new competitive health insurance markets called "Exchanges" that will give millions of Americans and small businesses access to affordable coverage. Exchanges must be operational in each state by January 1, 2014. States must demonstrate readiness by January 1, 2013.

SCOPE OF WORK

The contractor will be required to:

Develop one or more application(s) (depending on funds) for Establishment Grant funding, in consultation with the State; frame progress completed by the State;
develop and submit a work plan with milestones for each Core Area of Exchange establishment (as described in the establishment grant application); complete grant reporting requirements as requested by the State.

The State anticipates the initial application will be Level One (as described in the grant application). Completed applications will be subject to the joint review and approval of the NYS Department of Health (DOH) and the DOI prior to submission. Actual submission will be completed by DOI, with assistance from the contractor as necessary.

TO APPLY:

Interested parties should submit a description of available services, qualifications, hourly rates and titles of staff members or consultants and an estimated project cost per grant application. Separate estimates of the project cost per application may be submitted for Level One and Level Two applications (as described in the grant announcement).

The contractual agreement will be via a small dollar contract or a Purchase Order as appropriate. Pursuant to NY State Finance Law Sections 139-j and 139-k the Procurement Lobbying Act applies to this solicitation. The restricted period began with the publication of this ad and will end with the approval by DOI of the contractual agreement. There is no RFP for this procurement, for more

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information regarding the submission of a price quote, please email address below.

Due Date: 3/2/2011

Contract Term: One Year

Location: NYS Insurance Department One Commerce Plaza Albany, NY 12257

Contact: Steven McClellan Purchasing
Insurance Department, NYS
One Commerce Plaza
Albany,NY 12257
Phone: (518) 474-6848
Fax: (518) 486-6809
rfp@ins.state.ny.us
www.ins.state.ny.us

Submit To: Steven McClellan Purchasing
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