

**CITY OF AUSTIN  
AUSTIN PUBLIC HEALTH  
AFFORDABLE CARE ACT ENROLLMENT RFA  
SOLICITATION NUMBER: ACA2018LW  
QUESTIONS & ANSWERS**

**Question:** Is past performance considered in the application?

**Answer:** Applicants will be scored based solely on the content within the application; evaluators won't take into account any information that is not provided as part of the application in the scoring process. In Section 0500 – Application, Scope of Work, and Instructions, there are several places that provide Applicants the opportunity to speak to past successes and experience including, but not limited to questions D, 1.5, 1.7, and 2.2.

**Question:** Is the 2<sup>nd</sup> outcome required or optional? Do applicants have the option of having more than one output and/or more than 2 outcomes?

**Answer:** Part IV of Section 0500 – Application, Scope of Work, and Instructions relates to program performance. Question 4.1 asks Applicants to provide information about how they will calculate, collect, and track information for the required outcome: “Percentage of unduplicated individuals who are eligible for ACA Marketplace insurance and receive enrollment assistance from the program that are enrolled or likely to enroll in a Marketplace health insurance plan.”

Question 4.2 asks Applicants to propose a second outcome measure, and “briefly describe how the proposed measure will be collected and tracked.” Question 4.3 regarding the output asks for the proposed number of unduplicated clients served by the total program.

As stated in the Application Evaluation section on page 3 of Section 0500 – Application, Scope of Work, and Instructions, “Applicants must address each question in Parts I, II, III, IV and V below to be considered responsive to the goals of this RFA.” Consistent with these instructions, Applicants are expected to develop a proposed second outcome in response to question 4.2. The information requested as part of the application process is limited to the two outcomes and one output in questions 4.1 through 4.3, but there could potentially be more measures negotiated with the Applicant that is awarded an agreement.

**Question:** How many organizations will be funded through this solicitation?

**Answer:** As stated on page 1 of Section 0500 – Application, Scope of Work, and Instructions, “It is anticipated that funding will be awarded to one Applicant. Applicants may propose to provide services through a collaboration. A collaboration must have a lead Applicant.”

**CITY OF AUSTIN  
AUSTIN PUBLIC HEALTH  
AFFORDABLE CARE ACT ENROLLMENT RFA  
SOLICITATION NUMBER: ACA2018LW  
QUESTIONS & ANSWERS**

**Question:** If an agency has not received an unqualified and/or unmodified audit for the two most recent years, will the agency need a fiscal agent? In this circumstance, would the organization be eligible to apply directly to this solicitation?

**Answer:** As stated in Part II. Financial Stability of Section 0610 – Application Threshold Checklist, agencies are required to confirm whether they have “received an unqualified and/or unmodified audit opinion for the two most recent consecutive audit years.” It is expected that all requirements on the Application Threshold Checklist will be met for an Applicant to be considered eligible to respond to the RFA.

As stated in Section 0500 – Application, Scope of Work, and Instructions, “Applicants may propose to provide services through a collaboration. A collaboration must have a lead Applicant.” All Applicants have the option to have a fiscal agent, in which case the fiscal agent would be the lead Applicant applying for this solicitation and the proposal would be considered a collaboration.

**Question:** This grant is renewable. Does the 2nd outcome we propose in this application renew each year, or is it possible to edit the outcome at the time of renewal(s)?

**Answer:** In Section 0500 – Application, Scope of Work, and Instructions, question 4.2 directs Applicants to propose a second outcome measure and explain why the proposed measure is the best fit for the proposed program.

Applicants should propose outcomes and an associated outcome rate that is expected to be meaningful and measurable for the life of the agreement, including extension options. During contract negotiations for annual extensions and/or amendments, there can be opportunity to change performance measures, which is considered at the time of each negotiation on a case by case basis.

**Question:** Section 0620 states the agency must maintain a record of client eligibility, but this has been waived in the past. Will that be the case again this year?

**Answer:** As stated on page 1 of Section 0500 – Application, Scope of Work, and Instructions, “The proposed services shall serve individuals and families who are residents of Austin and/or Travis County with gross household income at or below 200% of federal poverty guidelines, with exceptions to this eligibility requirement for services provided to homeless

**CITY OF AUSTIN  
AUSTIN PUBLIC HEALTH  
AFFORDABLE CARE ACT ENROLLMENT RFA  
SOLICITATION NUMBER: ACA2018LW  
QUESTIONS & ANSWERS**

individuals/families, and those who are victims of violence,” which is consistent with the eligibility requirements in Section 0620 – Client Eligibility Requirements. Section 0620 states that the “Agency must maintain a record of client eligibility that includes documentation of:

- Annual certification of client eligibility
- Services provided to client”

In Section 0500 – Application, Scope of Work, and Instructions, question 1.8 asks Applicants to describe how they will serve clients that meet the City of Austin eligibility criteria. If the Applicant is proposing to serve clients who do not meet this criteria, an explanation can be provided in response to this question. Question 1.9 in Section 0500 asks Applicants to “Describe how the Client Eligibility Requirements (Section 0620) will be documented for the target population(s) identified in the application.”

Austin Public Health may negotiate alternate eligibility terms and/or documentation requirements when there is a demonstrated barrier to requirements in Section 0620 and/or a significant benefit to alternate terms and documentation. Applicants may provide responses to questions 1.8 and 1.9 in Section 0500 regarding how they will meet the requirements and/or provide a proposed alternative with context about why the alternate eligibility and/or documentation is needed.

Please note: Applications will be scored based solely on their content. As stated in Section 0500, “All applications will be evaluated as to how the proposed program aligns with the goals of this RFA and whether each question has been adequately addressed,” and “It is preferable to be repetitive rather than to leave sections incomplete.”

**Question:** Could we use a combination of forms completed by the consumer and Certified Application Counselors to meet the Section 0620 Client Eligibility Requirements? Proposed forms include a) Authorization form completed by consumer on which they write their name and physical address, and b) Tracking form completed by a Certified Application Counselor with handwritten household and income information obtained from the consumer.

**Answer:** In Section 0500, Application, Scope of Work, and Instructions, question 1.8 asks Applicants to “Describe how the Applicant will serve clients that meet City of Austin Eligibility Criteria (see Section 0620). If the Applicant is proposing to serve clients who do not meet this criteria, please explain.” Additionally, question 1.9 asks Applicants to “Describe how the Client Eligibility Requirements (Section 0620) will be documented for the target population(s) identified in the application.” Further, Section 0500 states that “All applications will be

**CITY OF AUSTIN  
AUSTIN PUBLIC HEALTH  
AFFORDABLE CARE ACT ENROLLMENT RFA  
SOLICITATION NUMBER: ACA2018LW  
QUESTIONS & ANSWERS**

evaluated as to how the proposed program aligns with the goals of this RFA and whether each question has been adequately addressed.”

If the proposed documents include the required eligibility and documentation outlined in Section 0620, the Applicant may include that information in response to questions 1.8 and 1.9. Austin Public Health may negotiate alternate eligibility terms and/or documentation requirements when there is a demonstrated barrier to requirements in Section 0620 and/or a significant benefit to alternate terms and documentation. Applicants may provide responses to questions 1.8 and 1.9 in Section 0500 with proposed alternatives to Section 0620 requirements with context about why the alternate eligibility and/or documentation is needed.

**Question:** Would keeping first page only of the Marketplace eligibility letter that shows the consumer’s name, mailing address, statement of eligibility for the Marketplace, and in some cases total household income amount meet all of the Section 0620 requirements?

**Answer:** In Section 0500, Application, Scope of Work, and Instructions, question 1.9 asks Applicants to “Describe how the Client Eligibility Requirements (Section 0620) will be documented for the target population(s) identified in the application.” Further, Section 0500 states that “All applications will be evaluated as to how the proposed program aligns with the goals of this RFA and whether each question has been adequately addressed.”

If the first page of the Marketplace eligibility letter includes the required information outlined in Section 0620, the Applicant may include that information in response to 1.9. Applicants may propose alternate eligibility and/or documentation, and provide justification in response question 1.9, which could include an explanation of why the Marketplace eligibility letter would be a better form of documentation if it does not align with the requirements in Section 0620.