

REQUEST FOR PROPOSALS

ADDENDUM # 1

ISSUED: 10/07/2015

RFP NUMBER: CSP900017

INDEX NUMBER: DAS003

The State of Ohio, through the Department of Administrative Services, Office of Procurement Services, for the Human Resources Division (HRD), Benefits Administration Services (BAS), of the Department of Administrative Services (DAS) is requesting proposals for:

Third-Party Administrator for the State of Ohio Medical Benefits Program

Attached are pages from the following documents, on the Proposal Tech website, for this Request for Proposal (RFP). Remove the corresponding page(s) from the existing online RFP documents and replace with the attached.

The State of Ohio RFP Instructions– Pages 5 and 16;

The State of Ohio Medical Questionnaire- Page 16; and

Attachment Five, Part 1, Methodology & Attestation for Reporting Provide Discounts, Instructions - Page1

Reason for Addendum. This addendum is issued to advise that Offerors must complete and submit Attachment Five, Parts 1 and 2, whether or not their information has already been provided to the Towers Watson's NetRPM database.

In addition, this addendum is to advise the Narrow Network GeoAccess Request Reporting Template and Traditional Network GeoAccess Request Reporting Template were updated September 17, 2015 and the Medical RFP Census File was updated September 30, 2015 on the Proposal Tech website.

PROPOSAL DUE DATE:

October 28, 2015

OPENING LOCATION:

Department of Administrative Services

General Services Bid Desk

4200 Surface Road

Columbus, Ohio 43228-1395

- **Part 3: Online pricing event via Proposal Tech** – This tool includes the pricing model into which the administrative service and/or rates are to be entered. Offerors responding must submit rates via the pricing event in Proposal Tech by the proposal electronic due date.
- **Part 4: Response Documents**
 - **Medical Network Disruption:**
 - PLEASE NOTE THAT THE NETWORK DISRUPTION FILES WILL BE PROVIDED VIA PROPOSAL TECH.
 - Offerors will be evaluated based on accurate completion of the Disruption exhibits.
 - By completing the exhibit, Offerors are required to determine whether the provider is in-network, out-of-network/participating (Par), out-of-network/non-participating, or other.

DO NOT SORT THESE FILES. DO NOT DELETE ANY RECORDS.

- **GeoAccess Reports:** Using the ZIP Code data provided in the GeoAccess reporting template, prepare and provide GeoAccess reports (electronic copies only) based on the standards included in the template. Exclude providers with closed practices from Offeror's analysis. Provide separate GeoAccess reports for the active State of Ohio populations using the Urban, Rural and Suburban access criteria summarized in the GeoAccess Instructions.

* **Part 5: Network Discounts** – Offerors must complete and submit Attachment Five, Parts 1 and 2. Offerors shall provide actuarially certified self-reported discounts. Refer to Attachment Five, Parts 1 and 2.

- **Part 6: Reference Documents (Attachments and Supplements)** – There are Reference Documents for the Offerors to utilize. The Attachments must be completed, and signed as necessary, and attached on the Proposal Tech website. **Note: A copy of the Cover letter required in Attachment One, Requirements for Offeror's Proposal must accompany the submission of the Offeror's Proposal to the State of Ohio, Department of Administrative Services, 4200 Surface Rd., Columbus, OH 43228 as per the instructions in Section II, General Instructions.**

- **Attachments**

- **One – Requirements for Offeror's Proposals**

- Cover Letter with responses to Mandatory Requirements
- Certification
- Support Requirements
- Conflict of Interest Statement
- Assumptions
- Proof of Insurance
- Payment Address
- W-9 and Vendor Information Form
- Affirmative Action
- Governing the Expenditure of Public Funds for Offshore Services

- **Two – Contract**

- **Three – Performance Form**

- **Four – Business Associate Agreement (BAA)**

- **Five – Methodology and Attestation for Reporting Provider Discounts**

- **Supplements**

- **One – General Terms and Conditions**
- **Two – Special Terms and Conditions**
- **Three – Data Requirements**

* 10-7-15 To advise that Offerors must complete and submit Attachment Five, Parts 1 and 2, whether or not their information has already been provided to the Towers Watson's NetRPM database.

TABLE 2 — SCORING BREAKDOWN

Criteria	Maximum Allowable Points
Proposal Technical Requirements: Questionnaire Medical Network Disruption Geo Access Reports Network Discounts Attachment One Attachment Two Attachment Three Attachment Four * Attachment Five	8,661 Points
Medical ASO Pricing (Cost Points)	3,232 Points
Sub Total	11,893 Points
Finalist Interview and Presentation — Selected Finalist(s) Only a. Responses to Offeror specific questions b. Capabilities presentation on proposal c. Demonstrations	970 Points
Finalist Onsite Visit — Selected Finalist(s) Only — (Optional) a. Presentations and demonstrations b. Responses to Offeror specific questions	65 Points
Total Possible Points	12,928 Points

In this RFP, DAS asks for responses and submissions from Offerors, most of which represent components of the above criteria. While each criterion represents only a part of the total basis for a decision to award the Contract to an Offeror, a failure by an Offeror to make a required submission or meet a mandatory requirement will normally result in a rejection of that Offeror's Proposal. The value assigned above to each criterion is only a value used to determine which Proposal is the most advantageous to the State in relation to the other Proposals that DAS received.

An Offeror must rank within the top three in Technical Score for the region(s) for which a Proposal was submitted. Offeror's whose technical score does not rank within the top three will not be considered in the respective region(s) for which a Proposal was submitted. If fewer than three Offers are received for a region the State will evaluate the Offers submitted.

MEDICAL ASO PRICING MODELS (COST POINTS).

DAS will calculate the Offeror's Medical ASO Pricing Models after the Offeror's total technical points are determined, using the following method:

The regional Price will be determined by Total Admin Fees plus Projected Plan Costs incorporating disruption and discounts. Cost Points will be prorated, by region, with the lowest accepted cost proposal given the maximum number of points possible. Other acceptable cost proposals will be scored as the ratio of the lowest price proposal to the proposal being scored, multiplied by the maximum number of points possible.

An Offeror must rank amongst the top three in Technical Score for the Region(s) for which a proposal was submitted. Offeror's whose technical score does not meet the above criteria will not be considered in the respective Region(s) for which a proposal was

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State of Ohio Medical Questionnaire

Attached Document: [Network Disruption Template.xlsx](#)

6.3 Please complete the following attachments and upload as part of your response:

Attachment One - Requirements for Offeror's Proposals	<p><i>Single, Pull-down list.</i></p> <p>1: Attached, 2: Not provided</p> <p>Attached Document: A1- Attachment One Requirements for Offeror Proposals 9-02-15.docx</p>
Attachment Two - Contract	<p><i>Single, Pull-down list.</i></p> <p>1: Attached, 2: Not provided</p> <p>Attached Document: A2- Attachment Two Contract 8-18-15.pdf</p>
Attachment Three - Performance Form	<p><i>Single, Pull-down list.</i></p> <p>1: Attached, 2: Not provided</p> <p>Attached Document: A3- Attachment Three Offeror Performance Form 8-18-15.pdf</p>
Attachment Four - Business Associate Agreement (BAA)	<p><i>Single, Pull-down list.</i></p> <p>1: Attached, 2: Not provided</p> <p>Attached Document: A4- Attachment Four Business Associate Agreement 8-18-15.pdf</p>
* Attachment Five (Part 1) - Methodology and Attestation for Reporting Provider Discounts	<p><i>Single, Pull-down list.</i></p> <p>1: Attached, 2: Not provided, 3: N/A</p> <p>Attached Document: A5- Part 1 Methodology and Attestation for Reporting Provider Discounts.docx</p>
* Attachment Five (Part 2) - Methodology and Attestation for Reporting Provider Discounts	<p><i>Single, Pull-down list.</i></p> <p>1: Attached, 2: Not provided, 3: N/A</p> <p>Attached Document: A5- Part 2 Methodology and Attestation for Reporting Provider Discounts.xlsx</p>

7 Medical ASO Pricing Model

7.1 Financial Response Document

7.1.1 Please attach a financial proposal that shows your administrative fees based on your standard enrollment ranges (e.g. 0 to 5,000, 5,000 to 10,000, etc.). The State of Ohio reserves the right to assign geographic coverage to an Offeror(s) based on provider disruption, network access and discounts as submitted by Offeror.

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ATTACHMENT FIVE
PART 1
METHODOLOGY AND ATTESTATION FOR REPORTING PROVIDER DISCOUNTS
INSTRUCTIONS

- * Methodology and Attestation for Reporting Provider Discounts. Attachment Five, Part 1 and Part 2, must be completed and submitted by all Offerors whether or not their information has already been provided to the Towers Watson's NetRPM database.

- * 10-7-15 To advise that Offerors must complete and submit Attachment Five, Parts 1 and 2, whether or not their information has already been provided to the Towers Watson's NetRPM database.