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Request for Proposal Addendum for Pharmacy Benefit Management Services



citycounty insurance services

RFP Release Date: 11/11/2022

RFP Due Date: **12/16/2022**

Effective Date: 01/01/2024

ADDENDUM

A. BACKGROUND

On November 11, 2022, CIS issued a Request for Proposal (RFP) to solicit offers from qualified providers to provide Pharmacy Benefit Management services as a self-funded client on behalf of their members.

CIS is issuing this Addendum to the RFP to respond to written questions we received from potential proposers. The Addendum modifies the original RFP document only to the extent indicated. All other areas of the original RFP remain in effect and can only be modified in writing by CIS. This Addendum is made an integral part of the original RFP. It is the responsibility of all proposers to conform to this Addendum. Proposers who have already submitted proposals may either: 1. Submit an addendum to their proposal; or 2. withdraw the original proposal and submit a new one. Any addendum or revised proposal must be submitted no later than the **Proposal Due Date of 5:00 p.m. (ET) on December 16, 2022.**

B. RFP TIMELINE CHANGED

CIS is also issuing this Addendum to the RFP to extend the due date for submitting pricing and General Questionnaire responses. On the RFP Timeline on page 15 of the original RFP, the due date was 5:00 p.m. (ET) on December 12, 2022. It has now been changed to **5:00 p.m. (ET) on December 16, 2022.** As a result, the target dates for ARMSRx to present a report of findings and analytics to CIS and for finalists to be notified are also changing. All other dates that followed these remain the same. See the revised timeline below.

RFP TIMELINE

Activity	Target Dates*
RFP and Intent to Bid distributed to vendors via email	November 11, 2022
Intent to Bid due ARMSRx	November 23, 2022
ARMSRx provides data via secure FTP login upon receipt of Intent to Bid	As received
Q&A Period (e-mail questions, responses provided to all bidders); all questions submitted to ARMSRx.	November 11 - 28, 2022
RFP Pricing and General Questionnaire responses due to ARMSRx	December 12, 2022 (By 5:00 pm ET) December 16, 2022 (By 5:00 pm ET)
ARMSRx to present Report of Findings and Analytics to CIS	By January 13, 2023 By January 20, 2023

Activity	Target Dates*
Notification of Finalist(s)	By January 20, 2023 By January 27, 2023
Finalist Presentations and Demonstrations	Week of February 6, 2023
Preferred PBM Notification	By March 1, 2023
Detailed Agreement for Negotiation	By March 1, 2023
PBM Contract Negotiation	Complete by May 31, 2023
Implementation Period Note: Finalized Open Enrollment Materials needed by September 1, 2023 for Open Enrollment in October	March – December 2023
PBM Effective Date	January 1, 2024

CIS PBM RFP

Vendor Questions

Vendor Questions	Responses
<p>Our definition of extended day supply (also known as 90 day) for network discounts is greater than 31 days. In your pricing template you use 84. Do you want us to make edits to your pricing template?</p>	<p>The Day Supply in your proposal should reflect the day supply for discount guarantees and rebate guarantees. If that varies from our template, it should be noted.</p>
<p>Our definition of extended day supply (also known as 90 day) for rebates is greater than 81 days. In your pricing template you use 84. Do you want us to make edits to your pricing template?</p>	<p>The Day Supply in your proposal should reflect the day supply for discount guarantees and rebate guarantees. If that varies from our template, it should be noted.</p>
<p>For the Specialty Pharmacy Pricing exhibit, your template requests that we provide guaranteed discounted rates by drug. However, an open specialty network could include various pharmacies and those pharmacies may have different negotiated rates for each NDC. In the "AWP Discount - Open" column, we will have to provide an approximated average discount, but actual performance will vary based on actual pharmacy and NDC utilized. Is this column intended to be used as a binding guarantee?</p>	<p>The Specialty Pricing grid requests Overall Guaranteed Discounts for both Open and Exclusive options. If you cannot guarantee your quoted discounts, you should so state. Your proposal should include an Excel exhibit with discounts by drug for your specialty pharmacy in both an Open and Exclusive arrangement.</p>
<p>Regarding the right to amend pricing - if CIS makes a material change to its formulary which impacts rebate agreements (and therefore our ability to collect rebates for impacted products) will we have the right to amend pricing based on the impact attributable to that change?</p>	<p>Yes. It should be noted in your proposal and proposed contract language.</p>
<p>How many exceptions/exclusions has CIS declined to take with its current PBM? Does CIS frequently use its right to alter/decline recommended formulary changes today?</p>	<p>CIS uses the PBM’s standard formulary with exclusions today.</p>
<p>Can you confirm if there is any compensation that should be included in our proposal for ARMSRx, or shall we assume “net of commission”?</p>	<p>No commission should be built in.</p>

Vendor Questions	Responses
<p>Please confirm bidders are to include a list of any proprietary/confidential information in the cover letter and not to submit a redacted copy of the proposal response.</p> <p>Identification of any information contained in the proposal which the Proposer deems to be confidential or proprietary and wishes to be withheld from disclosure</p>	<p>Confirmed. Please include a list of proprietary/confidential information in the cover letter as stated within the RFP as follows: Include a cover letter to the RFP Primary contact. At a minimum, the cover letter must contain the following:</p> <ul style="list-style-type: none"> ▪ Identification of the Proposer, including business name, address and telephone number. ▪ Name, title, address, telephone number, fax number, and e-mail address of a contact person during the period of proposal evaluation. ▪ Acknowledgment of RFP addenda received, if any. ▪ A statement that the proposal shall remain valid for a period of not fewer than ninety (90) days from the due date for proposals. ▪ Any exceptions to any specified criteria in this RFP. <p><u>Identification of any information contained in the proposal which the Proposer deems to be confidential or proprietary and wishes to be withheld from disclosure. A blanket statement that all contents of the proposal are confidential or proprietary will not be honored by CIS.</u></p>
<p>Can we provide the required signature in the cover letter or is a separate letter needed? <u>Signature of a person authorized to bind the offering firm to the terms of the proposal.</u></p>	<p>This signature can be included in the cover letter. Please indicate in your cover letter that the signature is of a person authorized to bind the offering firm to the terms of the proposal.</p>
<p>Please confirm that the claims data does not include Ashland scripts (as the RFP states this group is not included in the bid).</p>	<p>The claims data includes all prescriptions for all current CIS cities and counties, including Ashland. The Ashland group and plan design will no longer be included as of 1/1/2023.</p>
<p>Question 8 in the Performance Guarantees section requests PBM to provide migration performance guarantees that include 15 items listed as a. through o. Please confirm migration performance guarantees would only apply if PBM implements a system platform or service migration.</p>	<p>Confirmed or if any other applicable migration would occur that would impact CIS.</p>

Vendor Questions	Responses
Please clarify if two pricing offers (both pass-through and traditional) are required.	CIS is requesting both traditional and pass-through pricing models for review as part of the RFP process. This is preferred but not required.
The RFP is asking for multiple pricing proposals, traditional and transparent. Does the bidder need to complete two sets of questions to address each pricing program as most answers will be repetitive, or are we able to complete one set of answers, and where necessary, address both traditional and transparent pricing?	Please complete one set of answers, addressing any variations within the question. If no variation is addressed within an answer, it will be assumed that the answer applies to each pricing proposal.
Are you currently running an alternate funding, included but not limited to PAP/MSP and or international sourcing program?	Presently, CIS is utilizing the services of SaveOn SP for their Patient Assistance Program.
Can you please clarify the due date for submission? The first page says December 9 th , however the RFP table says December 12 th . With the holidays, the 12 th would be preferred.	As noted in Section B above, we have changed the deadline and will accept your proposal by 5:00 PM EST Monday, December 16, 2022.