

# Request for Proposals (RFP)

## Addendum 1

### Pharmacy Benefit Management

CIS  
1212 Court Street NE  
Salem, OR 97301  
(503) 763-3800

#### A. BACKGROUND

On January 18, 2019, CIS issued a Request for Proposals (RFP) for pharmacy benefit management services.

CIS is issuing this Addendum to the RFP to respond to written questions we have received from potential proposers through **January 24, 2019**. A second addendum will be issued by February 1, 2019 to respond to written questions received between **January 25 and 30, 2019**.

This 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 **Noon (CST) on February 8, 2019**.

#### B. RESPONSES TO QUESTIONS

- Does your organization (ARMSRx) have any compensation needs that need to be considered? If so, what are they?

**Response:** ARMSRx has no compensation needs that need to be addressed.

- How much of the membership is enrolled in a RDS or EGWP plan under Medicare Part D? Is any of that membership included in the RFP?

**Response:** There is no RDS or EGWP membership included in the scope of work for this RFP.

- ARMSRx conducted a similar procurement last year where CIS elected to remain with their current PBM. Can you help me understand the back-to-back RFP's?

**Response:** The contract with the current vendor allowed for a market check after one year. Since our current contract ends 12/31/19, this RFP is needed to ensure CIS is getting the best partner based on the ever-changing Rx industry.

- Is this just a formality since CIS is a government entity or are, they truly looking to change PBMs?

**Response:** This is not just a formality. See response to question above.

- On page 13 of the RFP, you ask that proposers include any proprietary and confidential information as a list in the cover letter. Do you want that information that proposers consider to be proprietary and confidential marked or highlighted in some way throughout the bid response as well as listed in the cover letter?

**Response:** Yes.

- Is there an email address for Carolyn Van Dyke that we should be sending the email submission of our response to as well as to Staci Branham and Stephanie Cormier? I could be missing it, but I didn't see an email address for Carolyn Van Dyke.

**Response:** No, emailing the submission to Staci Branham and Stephanie Cormier is sufficient. We will in turn provide to Carolyn.

- Additionally, on the CIS website listing for this RFP, Section VIII (Included Services) and Section IX (Additional Services) listed in the RFP's Table of Contents are not posted.

**Response:** These are not exhibits, but tables within the RFP for you to provide a listing of what you will include as part of the RFP, and additional services that you can provide.

- If there is a particular Intent to Bid Form as indicated in the RFP and Evaluation Schedule, we also did not see that posted. Can you please provide those files?

**Response:** There is no formal intent to bid form that needs to be signed. An email confirming your intent to bid is adequate.

- Is it possible to extend the deadline for proposals? Whether or not an extension is possible, is it possible to adjust the RFP to allow electronic submission of proposals by the deadline, with printed copies two business days later?

**Response:** An extension is not allowed on the electronic version and the printed version must be postmarked by February 8<sup>th</sup>.

- Given we received the questionnaire in word format, can you confirm that you are looking for the responses to the questionnaire in Excel format?

**Response:** We grade the Questionnaire from the paper version, and it is fine to send the responses in excel. All pricing grids must be completed in MS Excel.

- Please clarify if two pricing offers (both pass-through and traditional) are required.

**Response:** It is not required to provide both options. Please provide the best financial offering you can for CIS in the appropriate pricing grid. All In Generics is key.