



COORDINATING COMMITTEE

PUR-1522 ADDENDUM NO. 1 INVITATION TO BID

GROUP HEALTH INSURANCE – MEDICAL, PRESCRIPTION, DENTAL, AND VISION

DATE: Friday, November 19, 2021

**PROPOSALS DUE: Friday, December 10, 2021
4:00 P.M. (EDT/EST)**

To Bidders:

This Addendum is hereby made a part of the Contract Documents on which all bids will be based and is issued to correct and clarify the original documents.

Please acknowledge receipt of this Addendum at the appropriate space on the Proposal Form. This Addendum consists of seven (7) pages and three (3) attachments.

NOTE: All Bidders must enter the Washington County Administrative Complex through either the front door at the 100 West Washington Street entrance or through the rear entrance (w/blue canopy roof) which is handicap accessible and must use the elevator to access the Purchasing Department to submit their bid and/or to attend the Pre-Bid Conference/Teleconference and/or the Bid Opening. Alternate routes are controlled by a door access system. The general public will be subject to wand search and will be required to remove any unauthorized items from the building prior to entry. Prohibited items include but are not limited to: Weapons of any type; Firearms, ammunition and explosive devices; Cutting instruments of any type - including knives, scissors, box cutters, work tools, knitting needles, or anything with a cutting edge, etc.; Pepper spray, mace or any other chemical defense sprays; and Illegal substances.

ITEM NO. 1: All references in the RFP document made to the proposal submission deadline shall be **CHANGED** to read as follows:

This is an electronic procurement; please submit your electronic **Q & E/Technical – Group Health Insurance** via-email to Elizabeth Logsdon at elogsdon@cbiz.com. In the subject line please note **“Q & E/Technical Proposal (PUR-1522)”**. Please submit your **Price Proposal – Group Health Insurance** via-email to Elizabeth Logsdon at elogsdon@cbiz.com. In the subject line please note **“Price Proposal – Group Health Insurance (PUR-1522)”**. Electronic proposals shall be submitted no later than **4:00 P.M.**

(EDT/EST), Friday, December 10, 2021. The Washington County Coordinating Committee will evaluate the submittals. Failure to provide the information required above for the Committee's review may result in disqualification of that firm.

Two (2) separately electronic file submittals shall be submitted via-email to the address above. One file shall be the combined submittal of Qualifications and Experience (Q & E) along with the Technical Proposal. The other file shall be the Price Proposal. The Price Proposal will be opened only if the firm is considered qualified and responsive to this request after detailed review of the combined Q & E and Technical Proposal by the Coordinating Committee. **(DO NOT INCLUDE ANY PRICE INFORMATION IN ANY TRANSMITTALS NOR IN THE Q & E / TECHNICAL PROPOSAL OR THE PROPOSAL MAY BE CONSIDERED NON-RESPONSIVE.)**

ITEM NO. 2: Inquiry: Page 15 of PUR document #6 indicates 1 provider in 10 miles. GEO form is requesting 2 in 15. Can you please confirm the specifications we should be using for the GEO Access Report.

Response: For vision, please use 2 in 15 miles.

ITEM NO. 3: Inquiry: Since we are a vision insurance only carrier, do we only complete the subsection for vision on the questionnaire?

Response: Yes, for vision that subsection is K. Subsections A, B, C, I, and L must also be answered.

ITEM NO. 4: Inquiry: Is there going to be an up to date renewal doc? The one shared is from 7/1/2019

Response: No, there is no other renewal document available for vision.

ITEM NO. 5: Inquiry: Is this group looking for specific retailers?

Response: No.

ITEM NO. 6: Inquiry: Will this group be using a GA/TPA?

Response: No, all file feeds and info will be direct between Washington County and the chosen vendor(s).

ITEM NO. 7: Inquiry: Can you explain you current billing process?

Response: Monthly Admin Fees for medical are paid by check; weekly claims via ACH. Prescription is paid by check as well. Dental is ACH. Vision is paid by check.

ITEM NO. 8: Inquiry: Bid form 3- Colum B is only showing active employees and is not incorporating agencies or retirees. We feel there should be another 151 enrolled. Is this number correct?

(NOTE: The wording of all "Inquiries" submitted are displayed exactly as received.)

Response: Please refer to Attachment A “Revised” Bid Form 3 for fully insured quote with updated enrollment.

ITEM NO. 9: Inquiry: Page 14 of PUR-1522 WCC RFP.pdf: Under the format of each submission for the Technical Proposal (Qualifications & Experience) the first item lists “Coverage Response Form”. Please confirm the exact name of the file from the RFP documents downloaded from the CBIZ website this form refers to.

Response: Please see Attachment B “Coverage Response Form” for your submission.

ITEM NO. 10: Inquiry: Page 14 of PUR-1522 WCC RFP.pdf: Under the format of each submission for the Technical Proposal (Qualifications & Experience), line item 6. Geo Access/Network refers to Bid Form 3. However, on Page 22 of this same document, under Section 8: Forms, Bid Form 3 is listed as Fully Insured Pricing (Vision). Please clarify which document is associated with Bid Form 3. And, if one of these documents is not Bid Form 3, which Bid Form number is it?

Response: All references in the RFP document PUR-1522, Page 14, Section 2-line item 6 Geo Access/Network (Bid Form 3) shall be **CHANGED** to read: **Bid Form 4**.

ITEM NO. 11: Inquiry: Page 14 of PUR-1522 WCC RFP.pdf: Under the format of each submission for the Technical Proposal (Qualifications & Experience), line item 5 is listed as “Deviations from Current Plans.” However, on page 15 of this same document under number 11, the RFP states, “Any deviations must be clearly specified in item 4” of our Technical proposal. Please confirm the correct line item number for our technical proposal section labeled as, “Deviations from Current Plans.”

Response: All references in the RFP document PUR-1522, Page 15, Item No. 11, *Deviations from RFP* “. The last sentence shall be **CHANGED** to read: **Any deviations must clearly be specified in Item 5 of your Technical Proposal**.

ITEM NO. 12: Inquiry: Page 14 of PUR-1522 WCC RFP.pdf: Under the format of each submission for the Price Proposal list, line item #2 Medical Claim Repricing Discounts shows reference to Bid Form 4. However, on page 22 of this same document under Section 8: Forms, Bid Form 4 shows Geo Access – Technical. Please confirm the correct Bid Form numbers associated with each of these documents listed.

Response: All references in the RFP document PUR-1522, Page 14, Section 2, Item No. 2, Price Proposal, Medical Claim Repricing Discounts shall be **CHANGED** to read: Medical Claim Repricing Discounts **Bid Form 12**.

ITEM NO. 13: Inquiry: On page 19 of the PUR-1522 WCC RFP.pdf: Section 5 – Pharmacy Proposal Instructions - Under line item 2, sub-items a) states Response to Questionnaire (Separate Excel Document). Can you confirm that the bid forms “Washington County Comm Rx Bid Form 10 Technical” and “Washington County Comm Rx Bid Form 11 – Pricing & PGs” are the separate Excel documents referenced above?

(NOTE: The wording of all “Inquiries” submitted are displayed exactly as received.)

Response: Yes, that is correct.

ITEM NO. 14: Inquiry: On page 19 of the PUR-1522 WCC RFP.pdf: Section 5 – Pharmacy Proposal Instructions - Under line item 2, sub-items a) through g) it appears that the Pharmacy Proposal is to be submitted in a separate folder or zip drive. On page 14 of the same document, the format submission for under the Technical Proposal (Qualifications & Experience) line item 8. Pharmacy Benefit Management capabilities (Bid Form 10) and under the Price Proposal, line item 5 Pharmacy Benefit Pricing / Terms (Bid Form 11) appear to request these pharmacy items to be located in these separate folders. Please confirm the RFP instructions are requesting that:

a.) The Technical Pharmacy proposal is to be placed inside the Technical (Medical/Dental/Vision) Proposal (Qualifications & Experience) zip file/submission email as a stand-alone RX folder, and The Pharmacy Pricing placed in a separate folder within the Price Proposal zip drive/submission email.

b.) The Pharmacy Pricing placed in a separate folder within the Price Proposal zip drive/submission email.

Response: Part 1 of Item No. 14 herein: Yes, that is correct.

Response: Part 2 of Item No. 14 herein: Yes, that is correct.

ITEM NO. 15: Inquiry: Were there any files provided on the CBIZ website for PUR-1522 WCC RFP that show the existing Pharmacy Plan designs? If not, can CBIZ provide us with these Pharmacy plan designs?

Response: Please refer to Attachment C “WCC Rx Plan Design.”

ITEM NO. 16: Inquiry: Can a dental repricing file be provided, including the fields listed below? This information can help to more accurately pin point in-network claims, utilization, discount and the ability to guarantee our discount.

- Provider Tax ID/ SSN
- Provider Zip Code
- Procedure Code (CDT-9 Compliant codes)
- Provider Charge
- Number of services, if different than one service per claim line

Other Important claim line items:

- Dates of Service for improved re-pricing accuracy
- Current Carrier Allowed Charges to calculate allowed dollar savings
- Current Carrier Paid amount to calculate paid dollar savings

Response: This is the only dental repricing document we will provide.

(NOTE: The wording of all “Inquiries” submitted are displayed exactly as received.)

ITEM NO. 17: Inquiry: Can a breakdown of the RFP scoring be provided?

Response: No, scoring is not part of the process.

ITEM NO. 18: Inquiry: Does the current dental program have any shared savings components?

Response: No, there are no dental program shared savings components with the current dental program.

ITEM NO. 19: Inquiry: Is there a specific implementation credit amount being requested for the dental RFP?

Response: No, specific implementation credit amounts are not being requested for the dental RFP.

ITEM NO. 20: Inquiry: Will incumbent carrier be asked to submit a revised or best and final offer?

Response: Yes, all vendors found to be responsive to the RFP shall be required to submit a best and final offer.

ITEM NO. 21: Inquiry: We only received self-funded dental bid form. Will fully insured dental proposal also be considered?

Response: No, the county is not seeking fully insured dental proposals.

ITEM NO. 22: Inquiry: Are Performance Guarantees a requirement or only an option for dental proposal?

Response: Performance Guarantees are optional for dental proposals.

ITEM NO. 23: Inquiry: Is BCC required to perform this RFP exercise every three years for due diligence?

Response: Yes, that is correct.

ITEM NO. 24: Inquiry: Terms and Conditions – Item 7 – Pages 6-7: It states that the document that provides Confidential Reasoning should be the first document in our proposal, however on page 10 it says that the Signature to Bids Form should be the first document. Please verify which document should be first?

Response: As long as all documents required are returned, the order will be addressed by CBIZ. With electronic submission the order will be a mixture.

ITEM NO. 25: Inquiry: Signature to Bids Form – Page 10: Please confirm that an individual with binding authority can sign the required documents.

(NOTE: The wording of all "Inquiries" submitted are displayed exactly as received.)

Response: Yes, that is correct.

ITEM NO. 26: Inquiry: B. Specific Proposal Instructions – Item 2 – Page 14: If there are any deviations for the Terms and Conditions please confirm which section they should be placed?

Response: This information can be put with the Section 2 Technical Proposal (Qualifications & Experience) item 2 Procurement Forms and Affidavits.

ITEM NO. 27: Inquiry: B. Specific Proposal Instructions – Item 11 – Page 15: Please confirm that deviations for current plans should go in Section 5, not Section 4.

Response: All references in the RFP document PUR-1522, Page 15, Item No. 11, *Deviations from RFP* “; shall be **CHANGED** to read: **Any deviations must be clearly specified in Item 5 of your Technical Proposal.**

ITEM NO. 28: Inquiry: Section 5 – Pharmacy Proposal Instructions – Page 19: Please confirm if a separate Pharmacy submission is required as many of the required forms have been outlined to include in B. Specific Proposal Instructions?

Response: See Item No. 14 above.

ITEM NO. 29: Inquiry: Section 5 – Pharmacy Proposal Instructions – Item 2 - Page 19: It lists an RX Excel Questionnaire should be included in this section, please confirm these are RX Bid Forms 10 and 11 which are also required in the Medical submission that is outlined in B. Specific Proposal Instructions?

Response: See Item No. 14 above.

ITEM NO. 30: Inquiry: RFP Questionnaire: There are numerous questions that state the responses should only be included in the Price Proposal. Should we include a second copy of the entire questionnaire with responses to those questions or only the questions that have been marked to include in the Price submission?

Response: Either way is fine

ITEM NO. 31: Inquiry: RFP Questionnaire – Sub Section C: The RFP Questionnaire states that sub section C should be responded to for Medical, Dental and Vision however RX information is also requested. Should it be provided?

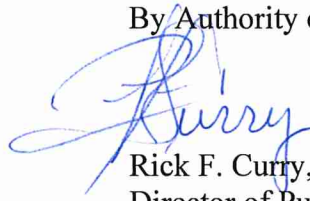
Response: Yes, Rx should also be included.

ITEM NO. 32: Inquiry: RX Bid Form 10 – Technical – Financial Tab: Should this tab be placed in the Price proposal submission? If so, should it just be the one tab or should we reinclude the entire Form 10 with that tab completed?

(NOTE: The wording of all “Inquiries” submitted are displayed exactly as received.)

Response: Even though this is labeled as financial, it remains part of the bid specifications and it does not need to be included for a second time in the pricing proposal.

By Authority of:



Rick F. Curry, CPPO
Director of Purchasing

Washington County Commissioners
Bid Form 3
Fully Funded
Vision Plan
RFP 1522
Active, Agencies, Under 65 and COBRA



Vision plan- 12 month	Enrolled	Monthly Rate	Total Monthly Premium	Total Annual Premium
Individual	196		\$ -	\$ -
Parent/Child(ren)	63		\$ -	\$ -
Husband/Wife	167		\$ -	\$ -
Family	236		\$ -	\$ -
Total	662	N/A		\$ -

Vision plan-24 month	Enrolled	Monthly Rate	Total Monthly Premium	Total Annual Premium
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Washington County Commissioners PUR 1522

Please put a check mark to indicate which of the following coverage you are quoting.

Medical for Actives, Agencies & Under-65 Retirees	
Prescription Drug for Actives, Agencies and Under-65 Retirees	
Dental	
Vision	

Does your bid require bundling or it can be purchased alongside other vendors? _____

Please explain how you will or won't work with other vendors for group health insurance at Washington County.

YOUR MEDICAL RX PLAN OPTIONS

	Low Option	High Option
	In-Network	In-Network
Deductible Individuals Family	\$0 \$0	\$0 \$0
Out-of-Pocket Maximum Individual Family	\$2,000 \$6,000	\$2,000 \$6,000
Preventive Care	Covered at 100%	Covered at 100%
Office Visit / Specialist Visit	\$30 / \$35 copay	\$35 / \$40 copay
Inpatient Services (Facility/Physician)	\$100 copay	\$100 copay
Outpatient Services	\$35 copay	\$40 copay
Emergency Care	\$200 copay; Waived if admitted	\$200 copay; Waived if admitted
Urgent Care	\$35 copay	\$35 copay
Prescription Drug Deductible Retail Mail Order	N/A \$15/\$35/\$50 \$30/\$70/\$100	N/A \$15/\$35/\$50 \$30/\$70/\$100

Prescription Coverage

- Your Prescription Information will be on your Medical Card.
- Coverage is through CVS Caremark.

Important Information regarding Prescription Information

- ☐ You are not required to go to a CVS Pharmacy unless you take a Specialty Medication.
- ☐ You will have to go to a pharmacy that is in their network. These include Walmart, Walgreens, CVS, Rite Aid and many small town pharmacies.
- ☐ You have the option to go get medications at retail pharmacies (Walmart, Walgreens, CVS, etc.) as needed.
 - ☐ Copays are as follows:
 - ☐ Generic: \$15
 - ☐ Formulary Brand Name: \$35
 - ☐ Non-Formulary Brand Name: \$50
- ☐ You also have the option to do Mail Order in which you receive a 90 day supply or you can get a 90 day supply in store at a CVS Pharmacy on Maintenance Medications. You get a 3 month supply for 2 copays in this instance.
 - ☐ Copays are as follows:
 - ☐ Generic: \$30
 - ☐ Formulary Brand Name: \$70
 - ☐ Non-Formulary Brand Name: \$100