



# PROCUREMENT SERVICES

## ADDENDUM TO CONTRACT DOCUMENTS

ADDENDUM NO.: 2

PROJECT NAME: ITN No. N237446AN - Medical/Pharmacy Insurance Benefit Program

DATE OF ISSUE: March 28, 2023

The following information shall be included in the ITN documents and is hereby made part of the contract documents in the form of clarification, addition, deletion or revision to the contract specifications.

**Proposers' questions/issues and District answers (District answers are italicized):**

Q1.	Can you confirm if you would like Medical Geo reports and if so what the parameters should be, i.e.: 1 in 10, 2 in 10, etc.
A1.	<i>The District only needs a Pharmacy Geo Access Report.</i>

Q2.	<p>Can you please provide an Rx Data File that contains:</p> <ul style="list-style-type: none"> <li>• Line-by-Line claim Information by Drug dispensed for a 12-month period (i.e. Calendar Year or Rolling 12) <ul style="list-style-type: none"> <li>○ Date of Service/Drug Fill Date</li> <li>○ National Drug Code (NDC) = 11-digit number</li> <li>○ Pharmacy Number: NABP, NCPDP = 7-digit number or NPI = 10-digit number</li> <li>○ Quantity Dispensed (Total Unit Dosage in Metric Units/Number of Metric Units of Medication Dispensed)</li> <li>○ Days' Supply</li> <li>○ Retail/Mail Indicator</li> <li>○ Brand/Generic Indicator</li> <li>○ Unique Member Identifier (Not Social Security #)</li> </ul> </li> </ul>
A2.	<i>An updated Pharmacy Network Disruption report named 31. N237446AN – UPDATED Exhibit 14 – The District Pharmacy Network Disruption has been uploaded in Bonfire.</i>

Q3.	<p>Can you confirm if these are RFP requirements:</p> <ol style="list-style-type: none"> <li>a. Performance Bonds: When required and after acceptance of a proposal, the District will notify the successful Proposer to submit a recorded payment and performance bond in the amount specified in the detailed specifications</li> <li>b. Bid Bonds: Bid bonds, when required, shall be submitted with the bid in the amount specified in the detailed specifications. Bid bonds will be returned to unsuccessful Proposers.</li> </ol>
Q3.	<i>Performance and Bid Bonds are part of our General Conditions. They are not required from the Proposers for this ITN.</i>

Q4.	Please confirm how deviations/exceptions to the Specifications Document should be handled. For example, redlined within the document or should carriers include a list of deviations separately. Please advise.
<b>A4.</b>	<b><i>Please provide both a list of deviations separately and redlined within the document</i></b>
Q5.	Can you please provide where we can find the eleven-digit drug NDC?
<b>A5.</b>	<b><i>This is a standard Drug ID field within pharmacy claims record. It will be in a 5-4-2 format.</i></b>
Q6.	Can you please provide direction on where we can locate the Days' Supply and Quantity dispensed?
<b>A6.</b>	<b><i>Days' supply and quantity are standard fields in the pharmacy claims file. Each claim will have a quantity field and a day's supply.</i></b>
Q7.	It was stated that "The Rx Claims data can be found in Exhibit 4 District Experience Report 01/2018 Through 01/2023. The second column on each tab lists the Product and Rx claims can be found under the "Pharmacy "heading. Additionally, Rx claims can be found in Exhibit 13 The District Formulary Disruption." The document is a PDF with no tabs. Can you please provide direction on where we can locate these tabs?
<b>A7.</b>	<b>The Excel version of Exhibit 4 and the updated version of Exhibit 13 have been uploaded into Bonfire as: 29. N237446AN - Exhibit District Experience Report 4-18 through 1-23 (Excel) 30. N237446AN - UPDATED Exhibit 13 - The District Formulary Disruption</b>
Q8.	Due to the proprietary nature of line-by-line repricing data, we require an executed Non-Disclosure Agreement prior to releasing this information. Is the District willing to sign an NDA?
<b>A8.</b>	<b><i>Please refer to Attachment H of the Fillable Forms. If a Proposer considers any portion of the document, data or records submitted in response to this solicitation to be confidential, trade secret or otherwise not subject to disclosure pursuant to Chapter 119 Florida Statutes, the Florida Constitution or other authority, the Proposer must also simultaneously provide the School District with a separate redacted electronic copy of its proposal. An option has now been added to Bonfire to upload a redacted copy of your proposal under Requested Information, Document 1, "Redacted Copies (Optional)."</i></b>
Q9.	In regards Attachment H- Confidential, Proprietary or Trade Secret Acknowledgement Form, please confirm how bidders should provide The District with a separate electronic copy as Bonfire only allows for one response/document per section.
<b>A9.</b>	<b><i>Please see the answer to Q8.</i></b>
Q10.	Please confirm a redacted hard copy response is required. If so, please include address.
<b>A10.</b>	<b><i>Please see the answer to Q8.</i></b>
Q11.	Please confirm the project manager mentioned on page 19 of the Specifications Document is in addition to the full-time onsite representative on Medical Questions Tab, Section XII, Q1.
<b>A11.</b>	<b><i>The Project Manager listed in the Specification document relates to a vendor Account Executive which is not required to be onsite. The full-time onsite representative (Medical Questions, Section XII, Q1) is an additional person. The ITN also requests a full-time onsite Wellness Coach (Wellness Question Tab, Section I, Q4). Requesting a total of 2 onsite positions in addition to the Client Team (AE, Project Manager, etc.)</i></b>
Q12.	Please confirm the full-time representative on the Medical Questions Tab, Section XII, Q6 is the same request as Q1.
<b>A12.</b>	<b><i>Yes, confirm it is the same individual.</i></b>

Q13.	According to Addendum 1, only one document should be submitted per Section. Please confirm documents in Excel should be converted to PDF or should they remain in Excel (For example, Questionnaire Workbook, Disruptions, etc.)?
<b>A13.</b>	<b><i>Documents may be submitted in PDF or Excel format. Please submit the Questionnaire in the Excel format provided in the ITN documents.</i></b>
Q14.	In regard to XXIV Performance Guarantees, Medical Questionnaire, please advise if 13a-g are to be included into a satisfaction survey. In addition, for 13g – Please detail how it should be scored. Also for 13i – is the \$50,000 for all combined (a-g)?
<b>Q14.</b>	<b><i>Yes, a-g should be included in the Client Survey and all are combined under the \$50,000.</i></b>
Q15.	Can you provide the network discount level being achieved under the current contract?
<b>A15.</b>	<b><i>The current discount achieved is at 63.4%.</i></b>
Q16.	The Rx full claims data file provided is missing elements for us to review and provide client-specific pricing. Please provide an updated file with the following data elements: date of service, NDC, mail/retail indicator, number of Rxs, quantity dispensed, & days' supply.
<b>A16.</b>	<b><i>An updated Pharmacy Network Disruption report named 31. N237446AN – UPDATED Exhibit 14 – The District Pharmacy Network Disruption has been uploaded in Bonfire.</i></b>
Q17.	We do not see a Medical Geo request in the RFP. Please confirm that you are not requiring medical Geos as part of this proposal. If required, please provide the parameters you would like these run on.
<b>A17.</b>	<b><i>Please see response to Q1.</i></b>
Q18.	Medical Repricing: Can you confirm if you want line-by-line results or do you want vendors to provide 3 digit or provider specific results.
<b>A18.</b>	<b><i>Yes, the District desired line-by-line results, defined as the provider and CPT level.</i></b>
Q19.	Can you confirm the current designated account management team model satisfies the requirements in the Account Management section of Medical Questions (XII.3)?
<b>A19.</b>	<b><i>Yes, confirmed.</i></b>
Q20.	Will the School District accept a summary of the 14. N237446AN - Exhibit 10 - Claims Repricing File.xlsx, or is a full line by line file required? If the full file is required, will the School District sign an NDA for release of the full repricing files?
<b>A20.</b>	<b><i>The District will need line-by-line results, defined as at the provider and CPT level. Please refer to Attachment H of the Fillable Forms. If a Proposer considers any portion of the document, data or records submitted in response to this solicitation to be confidential, trade secret or otherwise not subject to disclosure pursuant to Chapter 119 Florida Statutes, the Florida Constitution or other authority, the Proposer must also simultaneously provide the School District with a separate redacted electronic copy of its proposal. An option has now been added to Bonfire to upload a redacted copy of your proposal under Requested Information, Document 1, Redacted Copies (Optional).</i></b>
Q21.	The School District currently has a transparent pharmacy pricing arrangement and the RFP asks for traditional pricing. Can you please clarify the District's preference?
<b>A21.</b>	<b><i>The School District should have transparent pharmacy pricing arrangements offered to them.</i></b>
Q22.	Can you please confirm that all required credits/allowances have been listed out in the Key Services Tab, Item #15, and no additional are required?
<b>A22.</b>	<b><i>Yes, confirmed.</i></b>

Q23.	Are rates provided in the Medical Financials FI worksheet the insured rates conventional equivalents, including med/rx claims, Medical Admin and stoploss?
<b>A23.</b>	<b><i>Rates are premium equivalents which include all admin and fees.</i></b>
Q24.	What is effective date for the rates listed in the Medical Financials FI worksheet?
<b>A24.</b>	<b><i>The District confirms the premium equivalent rates were effective 4/1/2022-3/31/2023.</i></b>
Q25.	Where should the 02. N237446AN - Questionnaire.xlsx workbook be placed- Document 2 or Document 3? Can you confirm this should be uploaded as a separate file since this is a multi-tabbed excel workbook?
<b>A25.</b>	<b><i>The Requested information has been Revised into groups. Please upload the Questionnaire under Document 2 - Questionnaire. Confirmed, the entire excel workbook shall be uploaded into Bonfire under Document 2 – Questionnaire.</i></b>
Q26.	Can you confirm all files listed as part of Document 3 should be uploaded separately (i.e. sample reports, disruption files, repricing files, etc.)?
<b>A27.</b>	<b><i>Bonfire is set up to only allow one document (multiple pages) to be uploaded. Please upload the Supplement Documents as one upload.</i></b>
Q28.	Would it be possible to get a claims file with the following elements included? <ul style="list-style-type: none"> <li>• Fill Date</li> <li>• NDC11</li> <li>• NABP/NPI</li> <li>• Quantity</li> <li>• Days</li> <li>• Dummy ID</li> <li>• Formulary Flag</li> </ul>
<b>A28.</b>	<b><i>An updated Pharmacy Network Disruption report has been uploaded.</i></b>

There are no other changes at this time. Please acknowledge this addendum via Attachment D, Addenda Acknowledgement Form, in your submittal.

***Thank you for your interest in The School District of Lee County.***



**Amy Naranjo**  
**Procurement Agent**