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*County Manager*

July 22, 2020

**SANTA FE COUNTY**  
**RFP NO. 2020-0269-HR/BT**  
**EMPLOYEE INSURANCE BENEFITS**

**ADDENDUM NO. 1**

Dear Offerors,

This addendum is issued to reflect the following immediately. It shall be the responsibility of interested Offerors to adhere to any changes or revisions to the RFP as identified in this Addendum No. 1. This documentation shall become permanent and made part of the departmental files.

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The following questions have been received from prospective Offerors to the RFP. Responses to the questions have been provided as follows:

**Question No. 1:** Please confirm if a hard copy is required?

**Answer No. 1:** Hard copies are not required. Offeror may submit electronically to Drop box link.

**Question No. 2:** To confirm when submitting the proposal electronically through Dropbox we are also supposed to email to Gallagher contacts listed in the Advertisement section of the RFP.

**Answer No. 2:** Correct.

**Question No. 3:** Can we please receive current fees/rates?

**Answer No. 3:** Current fee and rates are not being released under this RFP.

Question No. 4: Please confirm if there have been any plan changes in the past 12 months on any of the inforce products we are quoting on and if so please provide those changes.

**Answer No. 4:** No plan changes.

Question No. 5: Please confirm if the Client is asking for a bundled or unbundled approach for Rx and for Stop Loss or do they want both?

**Answer No. 5:** Both, Offerors proposing medical claims administration services must propose on a bundled basis for stop loss and must respond to the separate PBM RFP 2020-0009-HR/BT.

Question No. 6: When will the PBM RFP be issued, will it be a different due date?

**Answer No. 6:** July 20, 2020, with same submittal date of August 7, 2020.

Question No. 7: Please provide a 12-month pharmacy claims utilization report that includes NDC-11, drug name/strength, metric quantity, and days' supply, date of service/fill date, mail/retail indicator, generic/brand indicator, and NABP/NPI of dispensing pharmacy.

**Answer No. 7:** Questions related to the PBM RFP must be addressed under that RFP. Claim data will be released to respondents submitting Appendix A and Exhibit 1 per the requirements of the PBM RFP.

Question No. 8: Can we please get the current ER contribution by employee and employee + dependent?

**Answer No. 8:** Current funding rates and employer contributions are not being released under this RFP.

Question No. 9: Is the provider reimbursement for in-patient, out-patient and professional services on the HMO plan completely on a capitated basis?

**Answer No. 9:** No.

Question No. 10: Are claims on the HMO plan reimbursed under the ISL and ASL?

**Answer No. 10:** Yes.

Question No. 11: Outside of what was listed in the RFP, are there specific concerns or issues Santa Fe County is trying to solve for by going to market?

**Answer No. 11:** There are no concerns or issues that require resolution. This is strictly a government procurement requirement.

Question No. 12: What onsite wellness resources and programs do employees currently have access to?

**Answer No. 12:** Santa Fe County offers an Employee Assistance Program, which is a free, professional and confidential counseling program designed to assist employees and their families with any issues they perceive to be a problem. The County also offers on-site workout facilities in some County offices, as well as providing employees and dependents who enroll in medical coverage with gym memberships paid through Prime.

Question No. 13: Does Presbyterian currently utilize a wellness fund? If so, is it offered on an annual basis from Presbyterian?

**Answer No. 13:** Yes/Yes.

Question No. 14: Can you also send the following details - Census (including coverage elections and number of children). Large claim data- include identifiers, paid med and rx claims and diagnosis information for 2020, 2019 and 2018. Aggregate claim data- monthly enrollment and paid med and rx claims for 2020, 2019 and 2018?

**Answer No. 14:** Census data provided lists employee/subscriber detail only. Overall average members per subscriber is 2.0. Large claim data to be provided under separate Addendum.

Question No. 15: What network should we use? What TPA should we assume since this hasn't been decided and we are a standalone stop loss carrier?

**Answer No. 15:** Per RFP, for specialty stop loss carriers, base initial proposed rates/terms assuming continuation of Presbyterian for medical and prescription drug claims administration and management. Once responses are received from Offerors, alternative rates/terms may be requested assuming transition to one of those Offerors. Assume Presbyterian's broadest network.

Question No. 16: Is Santa Fe County following Mental Health Parity or did they opt out as a self-funded non-Federal governmental plan?

**Answer No. 16:** **Santa Fe County intends to follow MHP.**

Question No. 17: What is the benefit for physician charges for outpatient surgeries performed at an outpatient facility?

**Answer No. 17:** Per SBCs, member share for outpatient physician charges are 20% on both plans.

Question No. 18: Can the County's current admin fee and stop loss rates be provided?

**Answer No. 18:** Current fees/rates are not being released under this RFP.  
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Question No. 19: Would you be able to supply a detailed pharmacy claims file?

**Answer No. 19:** Questions related to the PBM RFP must be addressed under that RFP.

Question No. 20: Does the group have a formulary with exclusions?

**Answer No. 20:** Questions related to the PBM RFP must be addressed under that RFP.

Question No. 21: Please confirm if a broad network or narrow network is currently in place

**Answer No. 21:** Questions related to the PBM RFP must be addressed under that RFP.  
Current medical network is Presbyterian's broadest network.

Question No. 22: Please confirm if the County receives Rx rebates or ASO fee credit

**Answer No. 22:** The County receives Rx rebates.

Question No. 23: Please confirm stop loss request should be bundled or stand alone

**Answer No. 23:** Stop loss must be offered on a bundled basis if medical claims administration is being proposed by your firm. If your stop loss proposal can be offered on a standalone basis over another claims administrator, please indicate within your proposal.

Question No. 24: Please confirm production requirements. If dropbox Is utilized, does Santa Fe County still require any hard copies?

**Answer No. 24:** No. Offeror may submit electronically to Drop box link.

Question No. 25: Please confirm if any credits or funds are requested, inclusive of wellness. (ie. Auditing, transition, tech)

**Answer No. 25:** Yes. Offerors are encouraged to include credits.

Question No. 26: Is there a way to get CM, or claim detail information on the large claimants?

**Answer No. 26:** Large claim data to be provided under separate Addendum.

Please add this Addendum No. 1 to the original bid documents and refer to bid documents, hereto as such. This and all subsequent addenda will become part of any resulting contract documents and have effects as if original issued. All other unaffected sections will have their original interpretation and remain in full force and effect. Responders are reminded that any questions or need for clarification must be addressed to Bill Taylor, Procurement Manager at [wtaylor@santafecountynm.gov](mailto:wtaylor@santafecountynm.gov). or Michael Rohr, Client Consultant and Mary Kay Oakes Client Manager, Gallagher Benefit Services at [mike\\_rohr@ajg.com](mailto:mike_rohr@ajg.com) and [marykay\\_oakes@ajg.com](mailto:marykay_oakes@ajg.com) respectively.

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