

**CITY OF NEWTON, MASSACHUSETTS
PURCHASING DEPARTMENT
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Fax (617) 796-1227**

March 6, 2023

**ADDENDUM #3
REQUEST FOR QUALIFICATIONS #23-69**

HEALTH INSURANCE ADMINISTRATION AND RELATED SERVICES

THIS ADDENDUM IS TO: ANSWER THE FOLLOWING QUESTIONS:

Q1. This provision states that a copy of the “Item Spreadsheet” shall be emailed to purchasing@newtonma.gov. Can you please clarify whether the “Item Spreadsheet” should also be included with the requested hard and digital copies?

A1. Yes, the spreadsheet should be provided in both hard and digital formats upon submission.

Q2. Given the prevalence of remote work post pandemic, and the impact to the environment, would the City consider an electronic submission in lieu the multiple physical hard copies submission requirement?

A2. No

Q3. With regards to the requirement that responses should be bound and should not be provided with acetate covers, can you please clarify whether a response in 3-ring binders is acceptable.

A3. Providing responses in a 3-ring binder is acceptable.

Q4. With regard to the requirement that responses should be bound and should not be provided with acetate covers, can you please clarify whether a response in 3-ring binders is acceptable.

A4. See A3.

Q5. This section states that the Pharmacy SOQ needs completed signed copies of the documents listed in Attachment B (which are the Required Certifications).

- If a carrier offers an embedded medical/pharmacy model, does the City require two sets of these forms, one set included in the Medical SOQ (originals, plus 10 copies) and one set in the Pharmacy SOQ?
- Given the Pharmacy SOQ is electronic only, can you please confirm that electronic signatures on the Attachment B forms are sufficient?

A5. The Required Certifications need to be submitted with the Medical SOQ only.

Q6. This requirement states that respondents need to note any exceptions to the Standard Contract and/or Standard Amendments in their cover letter.

- Can you please provide the referenced “Standard Amendments”?
- Due to the requirement that the cover letter be a maximum of two pages, would it be acceptable to provide any exceptions to the Standard Contract in a marked-up document instead of the cover letter?

A6. There are no Standard Amendments with this RFQ. Requested changed in either a markup or a cover letter will be acceptable.

Q7. The instructions state that all responses are limited to a maximum of 50 words.

- If there are multiple questions within one question number (for example: Is there a chat function on your website? What are the coverage hours of the chat function? Can the chat function deal with individual member issues?), are we allowed 50 words per sub question or 50 words in total?
- While we understand the need for brevity, is there any flexibility in the 50-word limit imposed? There are numerous questions that call for detailed responses for which a 50-word limit would be difficult and therefore, would require the Appendix to be extensive.

A7. Each question should be answered in a concise manner. If there are multiple questions in a single question each question can be answered with up to 50 words. If there is additional information the bidder would like to convey it can be noted in the answer and added to the appendix.

Q8. Can you please define “cohort reporting”?

A8. Reporting that will provide a longitudinal comparison of participants versus similar non-participants to determine potential solution effectiveness related to changes in the health care spend, health risk mitigation and care gaps.

Q9. What are the plan sponsor’s “point solutions”?

A9. Good Health Gateway Diabetes Program

Q10. Is a claims projection being requested?

A10. No, but if the bidder would like to provide one it will be reviewed.

Q11. Are Stop Loss quote(s) being requested?

A11. Stop Loss is not part of the scope of this RFQ.

Q12. Can we be provided with the 2022 Admin Fees for Tufts Health Plan and HPHC?

A12. Administration fees have been added to the secure site for each bidder.

Q13. What Rx rebate share ratio are the current HPHC and Tufts Health Plan agreements on? 30% carrier / 70% client? Other?

A13. The City receives 70% share of the Rx rebates from both HPHC and Tufts Health Plan.

Q14. What share ratio is in force now for COB and subrogation?

A14. Subrogation and COB programs is 30% of recovery.

Q15. Can you please ask the City to clarify how this particular field should be completed, given the types of services being requested in the SOQ?

ATTACHMENT B.1
CITY OF NEWTON

BIDDER'S QUALIFICATIONS AND REFERENCES FORM

All questions must be answered, and the data given must be clear and comprehensive. Please type or print legibly. If necessary, add additional sheet for starred items. This information will be utilized by the City for purposes of determining bidder responsiveness and responsibility with regard to the requirements and specifications of the Contract.

1. FIRM NAME: _____
2. WHEN ORGANIZED: _____
3. INCORPORATED? ____ YES ____ NO DATE AND STATE OF INCORPORATION: _____
4. IS YOUR BUSINESS A MBE? ____ YES ____ NO WBE? ____ YES ____ NO or MWBE? ____ YES ____ NO
5. LIST ALL CONTRACTS CURRENTLY ON HAND, SHOWING CONTRACT AMOUNT AND ANTICIPATED DATE OF COMPLETION:

6. HAVE YOU EVER FAILED TO COMPLETE A CONTRACT AWARDED TO YOU?

A15. The RFQ seeks a service company to manage the City's employees benefit health and pharmacy insurance plans. A proposer should list its current contracts for these or related services. Additional sheets may be attached if needed.

A16. Can the consultant define office consults for us?? I normally would use CPT 99200-99400 but other plans may use something else. I don't want to disadvantage us. This question was in the word document.

Provide a comparison of average reimbursement rates for office consults to independent and system-owned providers in Middlesex County, Massachusetts in the following areas:

- a. primary care,
- b. Physical Therapy
- c. Behavioral Health
- d. Cardiology

- e. Orthopedics
- f. Dermatology
- g. Neurology, and
- h. Oncology

A16. See answer in Addendum #2 – A12.

Q17. What is the wellness point solution the City is currently using, if any?
 How does that vendor integrate with the City today?
 Is the city looking to have the health plan to share claims data with their current point solution vendor?

A17. The City currently engages Good Health Gateway Diabetes Program. Yes, the City is looking to have the health plan to share data with this program.

Q18. Question on the current Medicare Prescription Drug Benefit we are to match:

Please confirm whether the current Tufts Medicare Complement Plan prescription drug benefit has a \$500 per plan year maximum copay. The City of Newton Comparison Chart of Medicare Supplement plan shows that there is a \$500 cap, but the “Tufts Medicare Complement Plan Description of Benefits” booklet does not indicate any copay cap for prescription drugs.

Should the Medicare retiree prescription drug plan we quote include a cap of \$500 on the Rx copays, or no cap?

Comparison Chart:

Prescriptions Co-Pay 90 Day Tier 1 / 2 / 3	Mail Order \$20 / \$50 / \$100	Mail Order \$20 / \$40 / \$70	Mail Order \$20 / \$50 / \$90
Prescriptions Co-Pay Maximum Tier 1 / 2 / 3	After co-pays of \$6,550 co-pays are reduced to \$3.70 generic or \$9.20 for brand name drugs	After co-pays of \$500 per plan year (July 1st – June 30th) your co-pays reduced to \$0	After co-pays of \$6,550 co-pay are reduced to the greater of 5% or \$3.70 generic or \$9.20 for Brand Name Drugs

A18. Yes, the current Tufts Medicare Complement Plan prescription drug benefit has a \$500 per plan year maximum copay. The proposed Medicare retiree prescription drug plans should include the \$500 per plan year maximum copay. However, the bidder can provide decrements to alternatives for the City to review as part of the proposal.

Q19. You have a requirement in RFQ that our responses cannot be longer than 50 words. The following is part of the RFP instructions:

“All responses to questions should be limited to a maximum of 50 words. Any additional information that needs to be provided should be done in an appendix.”

This is extremely restrictive. The text in red above is 30 words alone. Would you consider expanding that word count?

A19. See A7.

Q20. Please provide the full 2023 OptumRX Part D Plan designs for the Medicare eligible retirees.

A20. Requested from carrier and will be posted on the secure site when available.

Q21. Should the Medicare retiree prescription drug plan respondents proposals include an out-of-pocket cap of \$500 on the Rx copays, or no copay cap?

A21. See A18.

Q22. Are you able to please provide the latest 24 months of medical claims, including corresponding member counts by month for each product/plan, for Medicare eligible retirees only (claims should exclude under 65 spouses/dependents and non-Medicare eligible retirees)?

22. Requested from the carrier and will be posted to the secure site.

Q23. Please confirm if the rates shown on the City's website in a document titled "City of Newton Benefit Comparison Chart for Medicare Eligible Retirees (Calendar Year 2023)" represent the total combined rates for Medical and Pharmacy coverage. If yes, are you able to please provide the Medical and Pharmacy rates broken out for each current plan?

A23. Confirmed that rates shown in the document represent combined medical and pharmacy coverage.

All other terms and conditions of this bid remain unchanged.

**PLEASE ENSURE THAT YOU ACKNOWLEDGE ALL ADDENDA ON YOUR
BID FORM OR SEPARATE EMAIL. FAILURE TO ACKNOWLEDGE ALL ADDENDA COULD
RESULT IN REJECTION OF YOUR BID AS NONRESPONSIVE.**

Thank you.

A handwritten signature in black ink that reads "Nicholas Read". The signature is written in a cursive, slightly slanted style.

Nicholas Read
Chief Procurement Officer