



**State of Oklahoma  
Oklahoma Health Care Authority**

**Amendment of Solicitation**

**Date of Issuance:** December 9, 2012

**Solicitation No.** 8070000457

**Requisition No.** \_\_\_\_\_

**Amendment No.** 1

Hour and date specified for receipt of offers is changed:  No  Yes, to: January 31, 2012 3:00 PM CST

Pursuant to OAC 580:15-4-5(c)(5), this document shall serve as official notice of amendment to the Solicitation identified above. Such notice is being provided to all suppliers to which the original solicitation was sent.

Suppliers submitting bids or quotations shall acknowledge receipt of this solicitation amendment prior to the hour and date specified in the solicitation as follows:

- (1) Sign and return a copy of this amendment with the solicitation response being submitted; or,
- (2) If the supplier has already submitted a response, this acknowledgement must be signed and returned prior to the solicitation deadline. All amendment acknowledgements submitted separately shall have the solicitation number and bid opening date printed clearly on the front of the envelope.

**ISSUED BY and RETURN TO:**

**U.S. Postal Delivery:**

Oklahoma Health Care Authority  
2401 N.W. 23<sup>rd</sup> Street  
Suite 1-A  
Oklahoma City, OK 73107 - 2423

Theresa Isenhour  
Contracting Officer

(405) - 522 - 7264  
Phone Number

or

**Personal or Common Carrier Delivery:**

Oklahoma Health Care Authority  
2401 N.W. 23<sup>rd</sup> Street  
Suite 1-A  
Oklahoma City, OK 73107 - 2423

theresa.isenhour@okhca.org  
E-Mail Address

**Description of Amendment:**

a. This is to incorporate the following:

The answers to questions received from Potential Bidders (See Attached).

b. All other terms and conditions remain unchanged.

\_\_\_\_\_  
Supplier Company Name (PRINT)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Representative Name (PRINT) Title

\_\_\_\_\_  
Authorized Representative Signature

1. Does HP require timesheet entry by day into the MMIS system? In other words, if an employee works 10 days during a pay period and performs a single service, does HP require 10 individual entries into their MMIS, representing each day worked?

One professional claim entry with 10 detail lines for each day worked would be required.

2. Will workers be presented with information in their enrollment packets or otherwise informed by case managers that payment may not be available for 45 days or more due to HP processing times?

OHCA expects the Contractor to develop the enrollment packets and inform the Worker/Employees as detailed in C.3.1.6. The 45 days for payment relates to payments made by the OHCA to the awarded Contractor. Please see Section C.3.4 for information on payments made by the awarded Contractor to the Worker/Employees.

3. In our experience, Project Directors need little face time with State Directors. Therefore, would it be possible for OHCA to waive the requirement of on page 10, B.8.2. stating that the Project Director must be located within the boundaries of Oklahoma City? If not, would a suburb of Oklahoma City fulfill the requirement?

The OHCA would be willing to waive the requirement in B.8.2, however, the Project Director must be available via e-mail or phone during normal business hours (8:00am – 5:00pm) CT

4. At any given time, what is the projected number of transitioning individuals? Please clarify, in conjunction, section B.16.2. Does this section mean that \$45,000 will be the total amount paid to transition all 899 individuals during the contract period?

Since this is a new project, at this time OHCA does not have a firm estimate of the number of Individuals who will elect or be qualified to Self-Direct.

5. When does the Department anticipate awarding the contract?

March 1, 2012 this is an estimate and is subject to change.

6. What is the average annual allocation per program participant (preferably by waiver)?

This is a new Program and the OHCA does not have this information. The \$45,000.00 is the total amount available for payment against the PMPM rate submitted by the Awarded Contractor for the period Date of Award – June 30, 2012.

7. What electronic format will the vendor receive the current participant demographic and budget information?

At this time the OHCA anticipates utilizing an Excel spreadsheet.

8. How will budget allocation information and suspension notification be transferred to the vendor on an ongoing basis?

This information would be provided in writing by the Program Manager.

9. Does the Department anticipate the program served under this contract being required to transition to the Authenticare IVRA system in the future. If so, when is the anticipated go-live?

At this time the OHCA does not anticipate utilizing the Authenticare IVRA system with these Programs.

10. Will the three waiver programs operate under the same programmatic rules and have the same SDS available?

The Four SDS Programs operate under the same programmatic rules. However, the SDS are specific to the approved Program.

**11. Will the department accept attachment outside of the 50 page limit, such as audited financial statements to support our response on corporate stability?**

Audited financial statements are not a requirement of this RFP.

**12. E.1.1 (pg. 18): Complete financial status/stability documentation generally exceeds 50 pages – should an abridged version be submitted or will these documents be considered outside of the 50 page limit?**

If a Bidder wants to include complete financial status/stability documents to support its response to Chapter 3 – Corporate Stability this is acceptable, provided the Bidder's response meets all other stated requirements.

**13. C.2.1.16 (pg. 13): Are SDS goods and services (incidental employer expenses) offered in any of the waivers and if so, can the Department specific which ones?**

See the third sentence in Section C.2.1.16 on page 13, however this does apply to all four Programs.

**14. C.3.1.6.1.6. (pg. 14): What are the Department's expectations in regard to the procurement and payment of WC policies?**

All requirements related to Workers' Compensation specific to Member/Employers or Worker/Employees are deleted. Specifically see Sections C.3.1.3.3., C.3.1.6.1.5., C.3.1.6.2.9., C.3.5.9., C.3.6.2.3. However this does not relieve the Contractor of compliance with the State of Oklahoma's Workers' Compensation statutes, rules, regulations, or requirements.