

Introduction

The Georgia Department of Community Health (DCH) is releasing an Invitation for Proposal (IFP) to facilitate the evaluation of a Medicare Advantage (MA) offering for the Georgia State Health Benefit Plan (SHBP) for 2017. The selected MA plan will be positioned alongside SHBP's current MA plan, offered via UnitedHealthcare (UHC). Pharmacy benefits available via the Medicare Advantage-Prescription Drug Plan (MA-PDP) must utilize an Employer Group Waiver Plan (EGWP) Plus Wrap approach.

Selection of health insurance vendors by DCH is exempt from the DOAS State Purchasing Act pursuant to O.C.G.A Secs. 50-5-57 and 58, 1987 O. Att'y Gen. No. 87-32, and Chapter 1: Section 1.2.1.2 of the Georgia Procurement Manual, as amended. This IFP outlines the requirements that must be met and solicits data that will be used to complete this evaluation. In order for your organization's proposal to be fully considered, it is important that you follow the instructions outlined below and respond to this IFP no later than July 5, 2016 at 5:00 p.m. EST.

About SHBP

SHBP currently provides benefits to approximately 640,000 active employees, pre-Medicare retirees, and dependents. Within SHBP's membership are approximately 106,000 retirees and dependents that are Medicare-eligible. Medical and pharmacy benefits for the Medicare-eligible population are provided via UnitedHealthcare (UHC). SHBP currently has approximately 3,000 Medicare-eligible members that are not enrolled in Medicare Part A. UHC currently provides "Part B only" MA plans to these members. UHC will remain as a partner to SHBP for the Medicare-eligible population for 2017.

Evaluation Process

An evaluation team will review each Offeror's proposal to determine compliance with the requirements of the IFP. An Offeror's technical submission will be evaluated and scored independently of the Offeror's cost proposal. The Offeror's technical score will then be combined with Offeror's cost score to determine Offeror's overall score. The evaluation is comprised of the following:

Category	Points Available
Invitation for Proposal Response	700
Medicare Advantage Premium Rate Exhibit	300
Total Points	1,000

Addenda

DCH may issue an addendum to the IFP to make changes in the IFP, correct defects or ambiguities, and/or provide additional information or instructions. Each Offeror is responsible for regularly checking the website at hhrsc@aonhewitt.com for updates, changes, and for notices concerning the IFP.

Site Visits and Presentations

DCH reserves the right to conduct site visits or to invite Offerors to present their technical solutions to the Evaluation team.

State's Right to Request Additional Information

Prior to vendor selection, DCH must be assured that the selected Offeror has all of the resources to perform under the contract. DCH reserves the option of requesting from the Offeror any information deemed necessary to assure the Offeror can perform under the contract. If such information is required, the Offeror will be notified and provided a deadline for submission of the information requested.

Negotiations

DCH reserves the right to engage in negotiations of the proposed pricing if deemed necessary. Additionally, DCH reserves to the right to allow the winning bidder to submit contract exceptions for consideration. Any approvals associated with proposed contract exceptions are at the sole discretion of DCH.

Objectives

This IFP's intent is to assist DCH in gathering responses for consideration to offer one additional carrier option to the Medicare eligible retiree population for each of the four plan designs offered today: Standard and Premium (each with and without Part B coverage). If a second carrier is added, the options for each design that are not lowest cost will be offered as full buy-ups (i.e., a defined contribution approach) for evaluation by each Medicare eligible retiree.

The 2016 plan designs for the SHBP Medicare eligible retiree population are described in the SHBP Summary Plan Descriptions (SPD), available via <https://dch.georgia.gov/summary-plan-description-and-coverage-plan-year-2016>.

Mandatory Requirements

- Offeror must have offered Medicare Advantage and Medicare Part D Prescription Drug Plans for at least three (3) of the last five (5) years to at least one state-level health plan of any size as evidenced by corporate resume and client references.
- Offeror must have offered Medicare Advantage and Medicare Part D Prescription Drug Plans for at least three (3) of the last five (5) years to a large employer or trust with a minimum of 25,000 retirees covered via its Medicare Advantage and Medicare Part D Prescription Drug Plans as evidenced by corporate resume and client references.
- Offeror must be able to provide either of the following in support of financial viability (a) D & B SQR report; or (b) if publicly traded, most recent audited financial statement or that of the publicly traded parent.

Minimum Business Capabilities

By responding to this IFP, you are confirming your organization's current capability to provide each of the following:

- Provide MA-PDP coverage on a coexisting basis with an additional carrier (UHC).
- Provide MA-PD PPO plan with same in-network and out-of-network cost sharing for members.
- Provide requested plan designs identically in all states.
- Provide the same fully-insured rates throughout the country.
- Agree to cover members that have End Stage Renal Disease (ESRD).
- Agree to cover members who are disabled and on Medicare, but who are under age 65.
- Provide the same benefit options on a fully-insured basis to members that do not have Part A.
- Provide Evidence of Coverage Excerpts and Disclosure Documents in the format required by DCH:
 - Annual Notice of Change
 - Evidence of Coverage Excerpts (Standards A and B, Premium A and B, Standard B only, and Premium B only)
 - Benefits Charts (Standards A and B, Premium A and B, Standard B only, and Premium B only)
 - Georgia Wrap Certificate Excerpts
 - Georgia Medical Directory Excerpts
 - Georgia Pharmacy Directory Excerpts
- Ability to interface with SHBP and Eligibility vendors for data and file sharing as needed.
- Process, store, manage, and transmit all personal health information (PHI) in compliance with HIPAA.
- Provide operational and system redundancy and disaster recovery procedures to ensure disruption-free service.
- Provide executed DCH Georgia Security and Immigration Compliance Act Affidavit prior to provision of services.
- Provide completed Tax Compliance form.
- Implement your programs at no additional cost to SHBP.
- Agree to one (1) year contract with three (3) options to renew the Contract.

Bidding Instructions

These specifications include the information necessary for your organization to prepare a complete proposal.

Vendor Technical Aon Hewitt Health Resource Inquiries

For questions regarding use of the Aon Hewitt Health Resource (HHR) site, please e-mail the Aon Hewitt Health Resource Support Center at hhrsc@aonhewitt.com. Your Aon Hewitt consultant will not be able to assist you with any technical challenges regarding the functionality of our website. Each Offeror must execute and return a Non-Disclosure Agreement prior to the release of any confidential information.

Vendor Content Inquiries

Vendor inquiries on the content of the IFP are due by Tuesday, June 14, 2016 at 5:00 p.m. EST. Questions should be submitted in writing and attached using the Manage Attachment feature on the HHR site. **Vendors are permitted no more than 10 questions (without subparts) on the content of the IFP.** All vendor questions and responses will be assembled into a single document and released to all participating vendors by Wednesday, June 17, 2016. Questions should be specific and detailed in order to provide complete responses to all IFP sections. All questions will remain anonymous so that no organization will be identified as asking a particular question.

Open Records Act

Documents received by DCH are normally subject to the Georgia Open Records Act (O.C.G.A. § 50-18-70 *et seq.*) and open for public inspection. DCH will comply with the requirements of the Georgia Open Records Act, including with regard to the availability of records described in O.C.G.A. § 50-18-72(a)(10).

If a responsive Offeror claims that any portion of its proposal submitted to DCH is a proprietary trade secret or otherwise excepted from disclosure from the Georgia Open Records Act, the Offeror must clearly identify at the time of submission those portions of the proposal that it asserts are excepted from disclosure. DCH requires Offerors to submit redacted versions of their proposals or other submissions in addition to unredacted versions at the time of submission of the response. Offerors are required to submit with their proposals an affidavit meeting the requirements of O.C.G.A. § 50-18-72(a)(34), as amended, setting forth any and all assertions of trade secret protections. Any material submitted to DCH by a responsive Offeror which has not been clearly designated as a trade secret(s) and expressly referenced as such in the affidavit is subject to disclosure under the Georgia Open Records Act.

PLEASE NOTE: Even though information submitted may be marked as "confidential", "proprietary", or "trade secret," and may be expressly referenced as such in an affidavit, pursuant to the Georgia Open Records Act DCH will make its own determination as to whether the information is a trade secret that may be withheld in response to an open records request. Accordingly, DCH will comply with the requirements described in O.C.G.A. § 50-18-72(a)(34).

Intent to Bid

Please upload your organization's initial intent to bid using the Manage Attachment feature on the HHR site by Friday, June 10, 2016 at 5:00 p.m. EST.

Proposal Submission

To be considered a qualified candidate, your response to this IFP must:

- Respond clearly and concisely to all sections of the online IFP;
- Comply with all specifications;
- Respond clearly and concisely to all questions in the questionnaire section **without referring us to pre-printed materials (unless the IFP specifically requests you to do so)** as your response;
- Be received electronically by Aon Hewitt via the HHR site no later than **5:00 PM EST on July 5, 2016;** and
- Provide six (6) hard copies, bound and tabbed, with one (1) marked "Original" with original signatures; and ten (10) electronic copies on a CD, with one (1) designated as the original copy. Hard copies should be mailed to:

AonHewitt
Attn: SHBP Contractor
One Piedmont Center, 3565 Piedmont Road
Suite 600
Atlanta, Georgia 30305

- If the Proposal contains information considered to be trade secret, you must provide a trade secret affidavit and a redacted version of the Proposal: two (2) hard copies, bound and tabbed and two (2) electronic copies on a CD.

Other Bidding Instructions

- Quotations should assume no commissions.
- Respond clearly and concisely to all questions in the spaces provided.

Timetable of Activities

It is critical to DCH that the following timetable be met. Your ability to meet these deadlines will be considered in DCH's analysis of your capabilities. However, DCH reserves the right to modify these deadlines as it deems necessary.

Activity	Date
Release IFP to Bidders	June 3, 2016
Intent to Bid Letter Due to Aon Hewitt	June 10, 2016
Questions From Bidders Due to Aon Hewitt	June 14, 2016
Aon Hewitt Responds to Bidder Questions	June 17, 2016
Proposals Due From Bidders	July 5, 2016
Vendor Selection and Notification	July 14, 2016
Implementation Begins	August 1, 2016
Pre-implementation Audit	Fall 2016
Effective Date	January 1, 2017

Contact Information

Address all inquiries regarding this IFP to hrsc@aonhewitt.com. From the date of the IFP until the final selection is announced, Offerors are not allowed to communicate for any reason with any DCH staff or other parties except as provided by working agreement(s). Prohibited communication includes all contact or interaction, including but not limited to, telephonic communications, emails, faxes, letters, or personal meetings, such as lunch, entertainment, or otherwise. DCH reserves the right to reject the response of any Offeror violating this provision.

Appendix

We are providing you with the following material separately via HHR's Manage Attachment feature or, in the case of the Medicare Advantage data, via separate electronic delivery. If you did not receive these files, please contact us.

- Contract between the Georgia Department of Community Health and Offeror for Administrative Services for the Medicare Advantage Plans
- Medicare Advantage Premium Exhibit
- Performance Guarantee Exhibit
- Census/Eligibility File (If Offeror satisfies Mandatory Requirements and submits executed NDA)
- Medicare Advantage Plan Data (If Offeror satisfied Mandatory Requirements and submits executed NDA)
 - 2015 Paid Claims and Enrollment by Month
 - 2015 Claim Extracts for Medical and Prescription Drugs
 - Medicare Risk Scores by Member for Medical and Pharmacy
- Evidence of Coverage Documents for Premium and Standard Medicare Advantage Plans— Available via <https://dch.georgia.gov/summary-plan-description-and-coverage-plan-year-2016>
- Department of Community Health State Health Benefit Plan IFP Policy
- Attestation Form
- Tax Compliance Form