



March 21, 2024
Addendum #2
FOR IMMEDIATE ATTENTION

ADDENDUM NO. 2 TO ALL OFFERORS:

Reference – Request for Proposal: **RFP 006-0-2024/SNB Group Medical Insurance and Prescription Drug Program**
For Delivery To: Newport News Public Schools
Proposals Due: April 9, 2024 at 2:00 pm EST

The above is hereby changed to read:

Pre-Proposal Questions and Responses:

1. Section IV. M – Preparation of the proposal, which includes questions related to Experience, Capability and Skill, Services to be Provided, and Price. What should we call this section? And, in which tab would you like Offerors to include responses to these questions. **Please provide the section on tabs or headers sheets in your proposal.**
2. Statement of Needs #22 - Please confirm that this Statement applies to Offerors who are submitting a medical bid only and does not apply to PBM: The RFP states: Offeror shall provide a minimum wellness credit of \$100,000 each plan year to help fund programs. **Confirmed. This statement applies to medical offerors only.**
3. Statement of Needs #23 - Please confirm that this Statement applies to Offerors who are submitting a medical bid only and not to PBM: The RFP states Offeror shall provide proactive disease management programs that address the chronic health condition of NNPS' population. Reporting of participation and results is required quarterly. **Confirmed. This statement applies to medical offerors only.**
4. Attachment G - Please clarify which item to be submitted should be referenced as Attachment G. Attachment G is referenced as both the (USI) RFP Questionnaire and the Pricing Attachment. **Medical Price Quotation Exhibits are Attachment F. The PBM RFP document is Attachment G.**
5. Attachment H - Medical/Rx Census. What are you looking for to be submitted with Attachment H? **The census document is included to assist offerors in pricing. No submission is required of this attachment.**
6. Attachment F - Is there a price quote exhibit for pharmacy? (There is one for Medical – Attachment F) **See Attachment F and Appendices E, F, and G for what is required of the pharmacy submission.**
7. I recently received your contact information from a colleague of mine for the Newport News Public School RFP. I was curious if the RFP included marketing for standalone vision if so, I would be happy to provide a vision quote for Newport News Public School! **A separate vision RFP will be released this Spring for a 1/1/2025 effective date.**

8. For paper copies, we plan to include large documents such as sample contracts, claims repricing, and provider disruption on USB instead of hard copy. Please confirm if this is acceptable to NNPS. **Yes, large documents may be placed on USB with the file name clearly labeled.**
9. Will NNPS accept electronic signature in lieu of a wet signature? **Yes, NNPS will accept electronic signatures.**
10. What is the expected award date for this RFP? **June 2024**
11. Please confirm the layout/format of the proposal and how tabs should be labeled. There are conflicting instructions on page 9 section I and pages 14-15 in two areas of section M. **NNPS will accept alternate sequence as long as the information requested is included in your proposal submission and is clearly labeled.**
12. In which tab should the responses to Section M #1-5 be included? **Please provide the section on tabs or header sheets in your proposal.**
13. Please confirm whether there is a medical performance guarantee exhibit (listed as Attachment F on page 9) that should be completed. The actual Attachment F is "Medical Price Quotation Exhibits.XLS". **Offerors are encouraged to offer performance guaranteed; however, there is no specific form to be completed. Outline your guarantees and the financial impact for missing a metric. Include this document in Tab 2.**
14. In which tab should the pharmacy Appendices E, F, and G be included? **Include in Tab 4.**
15. Will there be an NDA required by Newport News Public Schools? If so, will their version of the NDA be included in the RFP documents sent? We would prefer their version to minimize any redlines. We currently have the appropriate NDA in place with USI. **No, the School Division and our Consultant do not require the signature of an NDA during the RFP process from prospective Offerors. Offerors understand the proprietary nature of the data and are provided the information upon request to submit requirements as detailed in the RFP.**
16. Please advise, are you looking for stop loss quotes on the Group Medical and Rx program? **Yes, stop loss proposals should assume protection on medical and prescription drug claims combined.**
17. Can you confirm the formulary NNPS has in place right now. It is open or closed? **The current formulary is an open formulary.**

All other provisions of the RFP shall remain unchanged.

Sincerely,
 Shannon Bailey, VCCO, VCO
 Director of Procurement
shannon.bailey1@nn.k12.va.us
 757-591-4560 x10752

Name of Firm

Signature/Title

Date