

**Second Round of Bidder Questions and Agency Responses to
Alabama Medicaid Agency Pharmacy Administrative Services
Invitation to Bid Number 14-X-2250523**

#	Question	Passage from the ITB	Section Number	Page	Response
1	Are bidders' most recent audited financial statements to be included in tab d. Financial Statements? If so, will they be counted toward the total page count of the response? May the audited financial statements be included as an attachment to the response? If so, will they be counted toward the total attachment page count?		1.12	ITB 12	Yes, financial statements should be included in tab (d.) Financial Statements. Yes, financial statements will be included in the total page count. Financial records in addition to those in tab d may be included as attachments and will be counted toward the page count. The transmittal page and any of its attachments will not be counted in the page count.
2	What information should be placed in tab f. Approach to customer service and administrative functions?		1.12	ITB 12	Tab (f) should include a statement on the importance of customer service and how the potential vendor intends to ensure a high level of customer service via training practices and quality assurance.
3	It is understood that bidders' responses to section 1.4 e. should be placed in the Executive Summary. What information should be placed in g. Corporate Capabilities?	e. Submit corporate experience information to include the number of any related contracts currently held and company longevity. Questions and Responses: Corporate experience and contract disclosure falls under tab c. Executive Summary.	1.4 e.; 1.12; Q&A	ITB 8; 12; Q&A 31	Tab (g) Corporate Capabilities should include information on how the company is capable to fulfill the duties of the ITB to include: what services the potential vendor

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					offers, how many employees and facilities the potential vendor has, additional info on similar services provided to other entities, accomplishments as an organization, and what makes the potential bidder unique.
5	It is understood that bidders' responses to section 2, Program Requirements and Specifications, should be placed in h. Bidders Understanding of Alabama Requirements. Should bidders respond to any additional sections of the ITB within this section? (Ex. Section 4, Terms and Conditions)	Questions and Responses: Yes. Bidders are to respond to each requirement in section 2 in correlation with Section 1.12, h, "Bidders Understanding of Alabama Requirements".	1.12; Sec. 2; Sec.4;	ITB 12; 16; 64; Q&A 8	Responses to section 2 and Section 4 can be responded to under Tab (h).
6	Please confirm that bidders' responses to 2.9 (Key Personnel), 2.10 (Other Personnel), 2.11 (Organizational Plan), and 2.12 (Work Plan and Implementation Schedule) are to be placed in h. Bidders Understanding of Alabama Requirements, not in e. Work Plan for all Required Components.	Questions and Responses: "Yes. Bidders are to respond to each requirement in section 2 in correlation with Section 1.12, h, "Bidders Understanding of Alabama Requirements".	1.12; Q&A	ITB 12; Q&A 8	Yes. Responses to section 2 are to be responded to in Section h. Bidders Understanding of Alabama requirements. Section e. Work plans for required components are to be addressed under section e. Work Plans.
7	Please confirm if we need to get subcontractors approved during the ITB process. If yes, please explain the approval process.		1.14	14	Yes, the contracted function and subcontractor must be identified in the ITB response, and proof of ability to meet the

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					requirements of the ITB function must be provided.
8	Would it be possible to use our Medical Director who is not located in Alabama? If no, would it be possible to supply his resume in interim until we qualify the appropriate Alabama physician to engage in this endeavor?		2.9	27-Consulting Physician 21,27,30	All Key personnel must be located in Alabama. A resume should be included for any proposed key personnel and Medicaid shall have the absolute right to approve or disapprove any initial or changes in personnel.
9	Please clarify which personnel need to be 100% dedicated to Alabama Medicaid.		2.9	21-Key Personnel	The (b.) Account Pharmacist, (c.) Staff Pharmacist, (d.) Staff Certified Pharmacy Tech/Drug File Coordinator and (j.) PLI Nurse or Certified Pharmacy Technician should be 100% dedicated to Alabama Medicaid.
10	Please confirm that the name, CV/resume and references for the following key personnel are required with the submission of the ITB response: <ul style="list-style-type: none"> •Account pharmacist and project manager – can be same person •Consulting Physicians •Pharmacy locked in pharmacist •PLE nurse or pharm tech Please confirm that the name, CV/resume and references for all other key personnel (not noted above) are required upon award of the business		2.9	21	Yes, the key personnel listed in the question are required with the submission of the ITB response. In addition, the cv/ resume for the Help Desk Supervisor shall also be submitted with the ITB response. All other key personnel are required upon award of business.

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11	Do the Call Center operations, which is an extension of the Help Desk, need to be located in AL or can it be out of state?		2.9	28-29	Yes. Key personnel and Help Desk must be located within the state of Alabama.
12	Are there any restrictions from utilizing the current key personnel positions located within the respective department of the contractor?		2.9	21	No, there are no restrictions.
13	How should "Identification of all materials and enclosures being submitted collectively as the bid in response to this ITB" be structured? Does this correlate to listing "each ITB amendment or addendum acknowledged and received, by amendment or addendum number" in Part b.?		1.3 (a) and (b) Transmittal Letter	12	The bid response should consist of tabbed sections listed in 1.12 and include the necessary items and responses in each section as requested throughout the ITB document.
14	Please confirm that a foreign limited liability company is eligible as a bidder. The ITB only provides for obtaining a Certificate of Authority, which is a requirement for a foreign corporation. If a foreign limited liability company is eligible as a bidder, please confirm that submission of a Foreign Limited Liability Company Application for Registration with the Secretary of State is sufficient in lieu of a "Certificate of Authority" which is required for foreign corporations.		1.4 Bidder Qualifications and 10 Attachment G	8 and 96	A foreign limited liability company is not eligible; per Section 1902(a) of the Social Security Act, P. L. 111-148 (Section 6505), the State shall not provide any payments for items or services provided under the State Plan or under a waiver to any financial institution or entity located outside the United States.
15	For evidence of submission to the Secretary of State, please confirm that a bidder need only submit the application materials that it submitted to the Secretary of State. Bidder has not yet received confirmation from the Secretary of State of approval of its		1.4 (a) Bidder Qualifications	8	Potential bidder must have all necessary licenses, registrations, and professional certifications at time of

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	registration				contracting/submission of bid response.
16	Could the lock-in pharmacist also be the account pharmacist or the clinical staff pharmacist?		2.9	30	The lock in pharmacist can also be the Clinical staff pharmacist or the account pharmacist.
17	Is the clinical staff pharmacist at Medicaid?				Yes, the clinical staff Pharmacist is located at the Medicaid central office building full-time.
18	What about the account pharmacist and project manager? Are there any certain requirements regarding location?				The project manager and/or account pharmacist must be housed at the help desk.
19	When/How will the amendments be sent out?				All amendments will be available on the Medicaid and Purchasing websites.
20	What is the turnaround time for questions regarding this ITB?				All questions will be answered and posted to our website by June 5th.