



Purchasing Department  
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**December 23, 2021**

**To: All Bidders**

**Subject: Addendum #1, RFI response to RFP 22-17-27, Medical/Pharmacy Benefits administration**

1. Due to the current working remote environment because of Covid, would Sunnyside Unified School District consider waiving the hard copy requirement?
  - a. No.
2. Can bidders provide documents over 50 pages on CD/flash drive versus print?
  - a. No, all proposals must be printed and mailed and a USB flash drive must be sent as well.
3. If the bidder is providing a service to the School District, does the bidder need to provide current and terminated references?
  - a. Yes
4. The Bid Due Date on the SUSD request document states Monday, January 13, 2022, however January 13 is a Thursday. What is the RFP due date?
  - a. Due date is Thursday, January 13 at 11:00 am (Local Time).
5. There is a questionnaire referenced in the Requirements Excel. Previously there was a questionnaire tab within the Excel that is not included. Is there an additional questionnaire?
  - a. Attachment 1 is the respondent Questionnaire, please complete all tabs as indicated in the RFP.

6. Please confirm the \$50,000 allotment specified on page 9 under carrier information is the responsibility of the TPA. If not, as a bidding PBM we would like to understand if we are able to set parameters on how the allotment is utilized? Also, if the responsibility of the PBM is this in addition to the \$5/New member PMF dollars?

a. The \$50,000 allotment is for TPAs to administer only.

7. After reviewing Exhibit 5 SUSD\_RX Claims, the data set is missing the pharmacy NABP or NPI information. This information is needed to reprice the data. Please provide new data claims that provides this information.

a. The file has been provided with NPI numbers, file can be found below, and will be posted along with Addendum #1.



SUSD\_Rx  
Claims\_UPDATE12.21

8. Page 7 of the Request to Bid document describes a finger print requirement. Please advise if this requirement applies to the PBM services sought in this RFP?

a. No.

9. Please provide the PEPM Consulting commission amount.

a. This will be provided on an annual basis to the TPA to administer if awarded.

10. Could we please get a copy of the SBC or SPD for the Rx benefits as it was not included in Exhibit 3 - Certificate of Insurance?

b. The SBCs are in Exhibit 3 and include Rx.

A copy of this addendum should be signed at the bottom and attached to your bid; otherwise, your bid may not be accepted. You may send this addendum separately if you have already mailed it in your bid. Please mail to: Sunnyside School District, Attention: Purchasing Office, 2238 E Ginter Rd, Tucson, Arizona, 85706. Indicate on outside of the envelope: Addendum #1, RFP 22-17-27, Medical / Pharmacy Benefits Administration. All terms and conditions from RFP 22-17-27 will apply to this addendum.

Sincerely,

*Joel Martinez*

Joel Martinez  
Purchasing Supervisor

C: bid file RFP 22-17-27

Signature: \_\_\_\_\_ Date: \_\_\_\_\_