

EXHIBIT "A"

REQUIREMENTS

**HIDALGO COUNTY
REQUEST FOR PROPOSALS**

**On-Line Pharmacy Billing Services-
Hidalgo County Human Services Department
Bid No.: 2006-328-00-00-MSS**

EXHIBIT "A"
HIDALGO COUNTY HUMAN SERVICES
"ON-LINE PHARMACY BILLING SERVICES"
RFP No. 2006-328-00-00-MSS

REQUIREMENTS

A. INTRODUCTION:

This Request for Proposal (RFP) is intended to generate proposals from qualified firms to furnish Hidalgo County Human Services with On-Line Pharmacy Billing Services.

B. OBJECTIVES:

1. Provide system for pharmacies within the network to bill claims on-line.
2. Provide a discount for all prescriptions billed on-line utilizing AWP less 40% of net cost for generic and less 13% brand drug as starting point.
3. Provide ability to limit members to three (3) prescriptions per month.
4. Produce paper and plastic identification cards within 10 business days.
5. Provide real time, on-line eligibility management system.
6. Provide weekly updated drug list.
7. Provide ability to develop and maintain a network of pharmacies.
8. Provide monthly and quarterly electronic reports summarizing drug expenditures.
9. Provide Customer Service Help Desk to service the County of Hidalgo members and providers.

10. Provide an Account Management team to oversee the management of the pharmacy program.
11. Provide ability to load electronic eligibility files within 24 hours of receipt.
12. Provide ability to provide and maintain a cost-effective drug formulary.
13. Provide yearly review of drug expenditures and program overview.
14. Contractor is to impose the provision to accept a generic substitute if prescription does not have a physician override.
15. No logos on cards are allowed except for County's program logo.
16. Provide a system whereby network pharmacies assign Medicaid reimbursement rights to the County for participants who become retroactively eligible for Medicaid.
17. As part of the billing procedure, identify if prescription is generic or brand.
18. Provide actual number of covered lives for date range requested.

C. GENERAL TERMS AND CONDITIONS

THIS DOCUMENT IS A REQUEST FOR A PROPOSAL (RFP). IN ORDER TO BE CONSIDERED FOR AN AWARD, ALL SPECIFICATIONS AND/OR REQUIREMENTS INDICATED IN THIS DOCUMENT MUST BE MET OR COMPLIED WITH. THESE SPECIFICATIONS AND/OR REQUIREMENTS ARE TO BE CONSIDERED MANDATORY, ANY DEVIATIONS BY THE PROPOSER FROM THE CONTENTS OF THIS DOCUMENT MAY BE CAUSE FOR REJECTION OF THE PROPOSAL.

CONTRACT TERM: Contract term will be for an initial one (1) year period with the County's option to extend for two (2) additional one (1) year terms under the same terms and conditions. Hidalgo County reserves the right to continue this contract for an additional sixty (60) day Grace Period at the end of this contract for unforeseen delays in award subsequent contract.

PROPOSALS SHALL include the RFP and all additional documents submitted. The proposal shall be placed in a sealed envelope, signed by a person having the authority to bind the firm in a contract and shall be clearly marked on the outside as shown below. FACSIMILE TRANSMITTALS WILL NOT BE ACCEPTED.

IT IS UNDERSTOOD that Hidalgo County reserves the right to reject any or all proposals as it shall deem to be in the best interest of the County. The award of this contract shall be made to the responsible offeror whose proposal is determined to be the best evaluated offer resulting from negotiation taking into consideration the relative importance of costs/requirements/services and other evaluation factors set forth in the Request for Proposals, "Evaluation/Selection Criteria", Exhibit B set forth and contained herein.

D. QUESTIONS REGARDING THIS RFP:

Hidalgo County is bound by statements made or information given during the procurement consideration and award, **ONLY** when such statement or information are written and executed. **WRITTEN QUESTIONS WILL BE ACCEPTED VIA FACSIMILE BY NO LATER THAN** Wednesday, - _____, at 5:00 P.M. at (956) 318-2629. Responses will be sent to all participants via facsimile by Friday, _____. **TELEPHONE INQUIRES WILL NOT BE ACCEPTED**

DRAFT

EXHIBIT "B"
EVALUATION CRITERIA

HIDALGO COUNTY
REQUEST FOR PROPOSALS

On-Line Pharmacy Billing Services-
Hidalgo County Human Services Department

Bid No.: 2006-328-00-00-MSS

EXHIBIT "B"

**HIDALGO COUNTY HUMAN SERVICES
"ON-LINE PHARMACY BILLING SERVICES"
RFP No. 2006-328-00-00-MSS
EVALUATION CRITERIA**

"On-Line Pharmacy Billing/Claims Program-Hidalgo County Human Services Department"

All proposals must meet all of the requirements outlined in Exhibit "A." The evaluation criteria will include, but not be limited to the following:

1. Cost-The overall cost to process health claims shall be an evaluation factor. 30 Pts.
2. Experience-Preference shall be given to those entities having prior experience with Indigent Health Care and/or other Social Service Programs. 25 Pts.
3. Training & Support-These are of critical importance; all programs being proposed must provide both training and support. 25 Pts.
4. Program Software Upgrades-All proposals must indicate whether upgrades shall be included or whether there will be additional charges at future intervals (yearly, etc.). 20 Pts.

HIDALGO COUNTY HUMAN SERVICES
“ON-LINE PHARMACY BILLING SERVICES”
RFP No. 2006-328-00-00-MSS

EVALUATION FORM

<u>Description</u>	<u>Point Range</u>	<u>Score</u>
1. <u>Cost</u> - The overall cost to process health claims shall be an evaluation factor.	30	_____
2. <u>Experience</u> - Preference shall be given to those entities having prior experience with Indigent Health Care and/or other Social Service Programs.	25	_____
3. <u>Training & Support</u> - These are of critical importance; all programs being proposed must provide both training and support.	25	_____
4. <u>Program Software Upgrades</u> - All proposals must indicate whether upgrades shall be included or whether there will be additional charges at future intervals (yearly, etc.).	20	_____
	=====	=====
	100	_____

Organization/Entity: _____

Evaluator: _____ Date: _____