

SOLICITATION AMENDMENT #3
ISSUED 9/8/2023

SOLICITATION #: YH24-0001 ALTCS E/PD RFP	SOLICITATION DUE DATE: OCTOBER 2, 2023 3:00 PM ARIZONA TIME	PROCUREMENT OFFICER: MEGGAN LAPORTE RFPYH24-0001@AZAHCCCS.GOV
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A signed copy of this Amendment shall be submitted with the Offeror’s Proposal.

This Amendment will be posted to the Bidders Library:
<https://azahcccs.gov/PlansProviders/HealthPlans/YH24-0001.html>.

This Solicitation is amended as follows:

SECTION	YH24-0001 AMENDMENT
SECTION H: INSTRUCTIONS TO OFFERORS – DEFINITIONS	<ul style="list-style-type: none"> Adding: Unsuccessful Offeror: An Offeror that is not awarded a Contract under this RFP. Revising: Unsuccessful Incumbent Offeror: An Incumbent Contractor that is not awarded a Contract for a specific GSA under this RFP where the Incumbent Contractor holds a Contract through September 30, 2023, in one or more of the same counties comprising the specific GSA(s) established for October 1, 2024.
SECTION H: INSTRUCTIONS TO OFFERORS	Correcting all references to Section G “Representations and Certifications of Offeror Instructions and Attestation” to the following: Section G “Disclosure of Information Instructions and Attestation”
SECTION H: INSTRUCTIONS TO OFFERORS – 20. Submission Requirements	PART D D1 Intent to Provide Insurance (Refer to information below) D2 Representations and Certifications of Offeror and Disclosure of Information Instructions and Attestation Disclosure of Ownership and Control and Disclosure of Information (RFP Section G and RFP Section I, Exhibit I) D3 Boycott of Israel Disclosure (RFP Section I, Exhibit E) D4 Moral or Religious Objections (Refer to information below) D5 State Only Pregnancy Terminations Agreement (RFP Section I, Exhibit F) D6 Disclosure of Information (RFP Section I, Exhibit I)

SECTION H: INSTRUCTIONS TO OFFERORS – 20. Submission Requirements (page 20)	<p>D2 - Representations and Certifications of Offeror and Disclosure of Ownership and Control, and Disclosure of Information Instructions and Attestation: The Offeror shall complete requirements outlined in and submit RFP Section G “Disclosure of Information Instructions and Attestation.”</p> <p>Please note all submitted documentation shall align with the Offeror’s submitted Exhibit D: Offeror’s Intent to Bid “Company Name”. AHCCCS reserves the right to reject an APEP application should an Offeror’s Company Name not match to the information (e.g., Tax ID) used for the APEP application.</p>
EXHIBIT A: OFFEROR’S CHECKLIST	<p>PART D D2 Representations and Certifications of Offeror and Disclosure of Information Instructions and Attestation</p> <p>A revised Exhibit A will be uploaded to the Bidders’ Library for use by the Offeror with this Amendment. This revised Exhibit A shall be the version utilized by the Offeror when submitting its RFP Proposal.</p>
SECTION G: DISCLOSURE OF INFORMATION INSTRUCTIONS AND ATTESTATION	<ol style="list-style-type: none"> Removed reference to <i>Representations and Certifications of Offeror and Disclosure Information</i> and replaced with <i>Disclosure of Ownership and Control</i>. Added submission requirements for Exhibit I, Disclosure of Information. <p>A revised Section G will be uploaded to the Bidders’ Library for use by the Offeror with this Amendment. This revised Section G shall be the version utilized by the Offeror when submitting its RFP Proposal.</p>

INCORPORATED in this Solicitation Amendment:

REVISED SECTION I EXHIBIT A: Offeror’s Checklist

REVISED SECTION G: Disclosure of Information Instructions and Attestation

OFFEROR HEREBY ACKNOWLEDGES RECEIPT AND UNDERSTANDING OF THIS SOLICITATION AMENDMENT.	THIS SOLICITATION AMENDMENT IS HEREBY EXECUTED ON THIS DAY IN PHOENIX, AZ.
SIGNATURE OF AUTHORIZED INDIVIDUAL:	SIGNATURE: SIGNATURE ON FILE
TYPED NAME:	TYPED NAME: MEGGAN LAPORTE, CPPO, MSW
TITLE:	TITLE: CHIEF PROCUREMENT OFFICER
DATE:	DATE: 9/8/2023

SECTION I: EXHIBITS

EXHIBIT A: OFFEROR'S CHECKLIST

RFP NO. YH24-0001

EXHIBIT A: OFFEROR'S CHECKLIST

The Offeror shall complete and submit the Offeror's Checklist as the initial pages of the Proposal. It is the Offeror's responsibility to ensure it has submitted all requirements in the RFP notwithstanding the items included in the Offeror's Checklist.

OFFEROR'S CHECKLIST ALTCS EPD RFP #YH24-0001		
	SUBMISSION REQUIREMENT	OFFEROR'S PROPOSAL PAGE NO.
PART A		
A1	Offeror's Checklist	
A2	Completed and Signed Offeror's Intent to Bid	
A3	Completed and Signed Solicitation Offer and Acceptance Offer Page	
A4	Completed and Signed Offeror's Bid Choice Form	
A5	Completed and Signed Solicitation Amendment(s)	
PART B SUBMISSION REQUIREMENTS		
B1	Executive Summary 2-page limit	
B2	Cite Contracts 1-page limit - Utilize Template	
B3	Health Equity Requirement No submission required	
B4	5-page limit	
B5	4-page limit	
B6	6-page limit 3 pages of narrative and up to 3, one-page sample utilization reports or other sample data	
B7	4-page limit	
B8	4-page limit	
B9	4-page limit	
B10	Compliance Reviews No submission required unless a Non-Incumbent Offeror Non-Incumbent Offerors - Utilize Template	
B11	D-SNP STAR Rating Utilize Template	
B12	Oral Presentation Information Participant Names, Titles, and Resumes	
PART C CAPITATION AGREEMENT/ADMINISTRATIVE AND CASE MANAGEMENT COST COMPONENTS BID		
C1	Agreement Accepting Capitation Rates	
C2	Administrative Cost Component Bid	
C3	Case Management Cost Component Bid	
C4	Actuarial Certification	
PART D		
D1	Intent to Provide Insurance	
D2	Representations and Certifications of Offeror and Completed Section G: Disclosure of Information Instructions and Attestation	
D3	Boycott of Israel Disclosure	
D4	Moral or Religious Objections	
D5	State Only Pregnancy Terminations Agreement	



**SECTION G: DISCLOSURE OF INFORMATION INSTRUCTIONS
INSTRUCTIONS AND ATTESTATION**

RFP NO. YH24-0001

SECTION G - DISCLOSURE OF INFORMATION INSTRUCTIONS AND ATTESTATION

Pursuant to 42 CFR 455.104, the Offeror shall complete and submit ~~Representations and Certifications~~Disclosure of Ownership and Control and~~inclusive of RFP Exhibit I: Disclosure of Information~~ via the AHCCCS Provider Enrollment Portal (APEP) as detailed below.

All submitted documentation shall align with the Offeror's submitted Exhibit D: Offeror's Intent to Bid "Company Name". AHCCCS reserves the right to reject an APEP application should an Offeror's Company Name not match the information (e.g., Tax ID) used for the APEP application.

OFFEROR INSTRUCTIONS

The Offeror shall complete submission of ~~Disclosure of Ownership and Control Representations and Certifications of Offeror and including RFP Exhibit I: Disclosure of Information~~ by ~~Thursday, August 31, 2023 3:00 PM Arizona Time.~~ September 15, 2023. The Offeror shall:

1. ~~The Offeror shall n~~Notify AHCCCS of its intent to submit Disclosure of Ownership and Control Representations and Certifications of Offeror ~~and RFP Exhibit I: Disclosure of Information~~ via email to **both** AHCCCS/DMPS dmpsproviderenrollmentunit@azahcccs.gov and AHCCCS Procurement email RFPYH24-0001@azahcccs.
 - The Offeror shall utilize the following email subject line:
 - [Offeror Name] RFP YH24-0001 Section G-Begin Submission Process
 - The Offeror shall utilize the following email message:
 - As required by ALTCS E/PD RFP YH24-0001 Section G, [Offeror Name] is requesting to begin the process for submission of Disclosure of Ownership and Control Representations and Certifications of Offeror and RFP Exhibit I: Disclosure of Information. Please confirm receipt and advise on how to access the AHCCCS Provider Enrollment Portal (APEP).
2. Once notification is received, AHCCCS/DMPS will confirm receipt and communicate with the Offeror to ensure the Offeror has access to the ~~AHCCCS Provider Enrollment Portal (APEP)~~APEP.
3. Once APEP access is obtained, the Offeror shall ~~upload enter~~ all appropriate information into APEP, and email its completed Exhibit I "Disclosure of Information" to AHCCCS/Provider Enrollment Lisa Quihuis at lisa.quihuis@azahcccs.gov. AHCCCS/Provider Enrollment will upload the completed Exhibit I to the Offeror's APEP application on behalf of the Offeror and provide notification to the Offeror when completed. Refer ~~also~~ to the AHCCCS website for MCO instructions regarding the APEP application and its use:
<https://azahcccs.gov/PlansProviders/APEP/APEPTraining.html>.



**SECTION G: DISCLOSURE OF INFORMATION INSTRUCTIONS
INSTRUCTIONS AND ATTESTATION**

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4. Once all the above information has been submitted and entered into APEP and the Offeror has received confirmation that AHCCCS/Provider Enrollment has uploaded its completed RFP Exhibit I, the Offeror shall send confirmation of completion of all APEP information by **September 15, 2023**. ~~Once all information has been submitted, the Offeror shall send confirmation of completion of submittal (due no later than August 31, 2023 3:00 PM Arizona Time)~~ to **both** AHCCCS/DMPS dmpsproviderenrollmentunit@azahcccs.gov and AHCCCS/Procurement Email RFPYH24-0001@azahcccs.gov.

- The Offeror shall utilize the following email subject line:
 - [Offeror Name] RFP YH24-0001 Section G-Submission Completed
- The Offeror shall utilize the following email message:
 - As required by ALTCS E/PD RFP YH24-0001 Section G, [Offeror Name] is confirming submission of [Disclosure of Ownership and Control Representations and Certifications of Offeror](#) and [RFP Exhibit I: Disclosure of Information](#) to the AHCCCS Provider Enrollment Portal (APEP).

5. Complete the OFFEROR ATTESTATION (below) and submit with its Proposal by **October 2, 2023**.

AHCCCS/DMPS will review all information, make its determination, complete the AHCCCS Determination portion of this form, and provide the completed form to RFPYH24-0001@azahcccs.gov. Questions regarding use of APEP shall be submitted to: AHCCCS/DMPS dmpsproviderenrollmentunit@azahcccs.gov.

Should an Offeror's documentation be non-responsive or not meet the requirements of 42 CFR 455.104, AHCCCS will notify the Offeror and AHCCCS reserves the right to reject the Offeror's Proposal.



**SECTION G: DISCLOSURE OF INFORMATION INSTRUCTIONS
INSTRUCTIONS AND ATTESTATION**

RFP NO. YH24-0001

OFFEROR ATTESTATION

The Offeror shall complete and submit this Attestation with its RFP Proposal by **October 2, 2023**, 3:00 PM Arizona Time.

The Offeror attests to its submission of [DISCLOSURE OF OWNERSHIP AND CONTROL REPRESENTATIONS AND CERTIFICATIONS OF OFFEROR](#) AND [RFP EXHIBIT I: DISCLOSURE OF INFORMATION](#) to AHCCCS as specified in RFP Section G Instructions above.

The Offeror attests this information is complete and has been submitted timely.

The Offeror understands that if AHCCCS determines the Offeror’s documentation to be non-responsive or not meet the requirements of 42 CFR 455.104, AHCCCS reserves the right to reject the Offeror’s Proposal.

OFFEROR

OFFEROR NAME

DATE

**PRINTED NAME AND TITLE OF INDIVIDUAL
AUTHORIZED TO SIGN**

**SIGNATURE OF INDIVIDUAL
AUTHORIZED TO SIGN**

CITY STATE ZIP

EMAIL ADDRESS PHONE NUMBER



**SECTION G: DISCLOSURE OF INFORMATION INSTRUCTIONS
INSTRUCTIONS AND ATTESTATION**

RFP NO. YH24-0001

AHCCCS DETERMINATION – FOR AHCCCS USE ONLY

AHCCCS

The Offeror for ALTCS EPD RFP #YH24-0001, [Enter Name of Offeror], completed submission of all [Disclosure of Ownership and Control Representations and Certifications of Offeror](#) and [Disclosure Information](#) to AHCCCS via the APEP system. The Offeror completed this on [Enter Month Date, Year]. AHCCCS/DMPS has reviewed this information submitted by the Offeror and provides the below final determination.

The Offeror has submitted its [Disclosure of Ownership and Control Representations and Certifications of Offeror](#) and Disclosure Information as required by 42 CFR 455.104. AHCCCS/DMPS final determination is indicated by the check box and additional information, if applicable, provided in the explanation below:

- Approved, no occurrences identified**
- Denied, occurrences identified – referred to AHCCCS/Procurement**
- Denied, non-responsive – referred to AHCCCS/Procurement**

Explanation:

PRINTED NAME OF INDIVIDUAL

DATE

DIVISON AND TITLE OF INDIVIDUAL

SIGNATURE

CITY STATE ZIP

EMAIL ADDRESS PHONE NUMBER