

## **Insure Montana RFP Subcommittee Meeting July 19, 2011**

**Voting Board present:** Erin McGowan Fincham, Amanda Harrow, Jim Edwards (by phone)

**State of Montana staff:** Rick Dorvall (Procurement Officer), Jill Sark, Helen Taffs

**Interested parties:** Ginger Lindsey (BCBS)

The purpose of this meeting is to draft responses to offeror questions regarding the carrier RFP, and to plan the scoring processes.

BCBS indicated that the treatment of delinquent accounts is in accordance with Insurance Department guidelines (reference: page 23, section F). Bills are due the 1<sup>st</sup> or 15<sup>th</sup> of the month. A reminder notice is sent to unpaid groups when they are five days late, and they are canceled for nonpayment after an additional ten days. Response: Rick will prepare an addendum to the RFP reflecting the appropriate treatment schedule.

BCBS pointed out that under current regulations, dependents must be covered to age 26 (reference: page 37, appendix D). Response: Rick will prepare an addendum to the RFP reflecting the correct dependent coverage age.

NWHS (Ryan O'Connell) requested copies of the health care management reports and the existing premium schedule. Response: Jill has access to all of these and will forward them to Rick to be included as an attachment.

Allegiance requested month-by-month enrollment history, premium income history, and paid claims history. Additionally, Allegiance requested employee census information including ages, enrollment types, premiums, and benefit plans. Response: This information should be rendered anonymous and will be provided as an attachment. Jill stated this is probably available from Insure Montana's database, but if not, Jill will notify Ginger at BCBS today and BCBS will prepare a report.

The state's official responses to the questions are due this Friday, July 22, 2011.

Rick reviewed the scoring process. First, the bids will be reviewed by the Legal department for confidentiality concerns. Offerors will be given the opportunity to rescind their request that certain information deemed not private be held confidential. Any offeror refusing the state's request to release information deemed non-confidential will be disqualified from having that portion of the bid considered, and may be found non-responsive.

Proposals are due August 4, 2011. Rick will e-mail the non-conflict-of-interest agreements to Jim (Jill will e-mail Jim's e-mail address to Rick), Erin, and Amanda. When those are received back by Rick, copies of the offers will be provided to the scoring team. Jill will pick up the offers at the Procurement office on August 9 and distribute them to the scorers at the August 11 board meeting. Scorers must score each bid individually, without collaborating with other scorers or reference to other offers. Each scorer must

take detailed notes explaining the rationale behind each score. A copy of each score must be provided to Rick no later than August 18, 2011.

The scoring meeting will occur on August 23, 2011, from 9:00 am until noon, at the Mitchell Building. Scorers will determine a consensus score for each bid and make a recommendation to the full board. Jill will schedule a board conference call to vote on the subcommittee recommendations. If the board approves the selection, it will be provided to Commissioner Lindeen for final approval. Implementation would need to be complete to allow groups to receive rate information no later than November 1, 2011, for a January 1, 2012 start date.