

State of Illinois Medicaid Managed Care Organization RFP
June 21, 2017 Update: Administrative Compliance Clarification

Clarification letters were sent to vendors on June 13, 2017 regarding administrative compliance and Financial Disclosures/Conflict of Interest forms (FD/COI). The Illinois Department of Healthcare and Family Services identified several issues in which answers are applicable to all vendors. Vendor clarification responses were initially due June 22, 2017. Due to the publication of this update, the vendor clarification responses due date is extended to COB, June 27, 2017.

The purpose of this clarification is to correct deficits in the forms. These responses do not create an opportunity to make material additions or modifications to proposals.

In the clarification letters distributed to vendors, there were examples in Deficiency No. 1 that were intended as examples of items/information that may be missing. All vendors should review the specific checklists that were enclosed with the State's clarification letters to determine specific missing information.

Below are questions the Department received that are applicable to all vendors and therefore are published with this update. The questions have been altered to remove any vendor identification:

- (1) Could you clarify whether Step 8 truly must be completed when the subcontractor is a not-for-profit? If so, is an "N/A" response appropriate? **Please submit an N/A for Step 8 if the vendor has marked Option 5 – Not for Profit Entities on Step 1 of the Financial Disclosure Form.**
- (2) If a BEP-certified vendor is a provider (as defined in the RFP) does the BEP-Certified vendor need to be listed on Form III as a subcontractor and is a Financial Disclosure/Conflict of Interest form required to be submitted? **For BEP-certified vendors that are providers as defined in the subcontractor definition in the RFP within Appendix II Definitions, Abbreviations, and Acronyms, 1.1.194, (1.1.192 on the first version of Appendix II) it is not necessary to submit corresponding FD/COI forms or to list those entities on Form III (Subcontractor Disclosures).**
- (3) Can you confirm that if a vendor provides strictly office-support goods/services, we do not need to list that vendor on Form III (Subcontractor Disclosures) and therefore do not need to submit a corresponding FD/COI form? **All Subcontractors (as defined in 1.1.194) with an annual contract value of greater than 50K including BEP-Certified vendors that are subcontractors shall submit the FD/COI forms and be listed on Form III.**
- (4) Because of the State's Q&A response clarifying that affiliates of the Offeror do not count toward the 20% subcontracted services limit, we interpreted the RFP not to require submission of FD/COI forms for the affiliated entities. Can you confirm that

with respect to those affiliated entities, we do not need to list them on Form III (Subcontractor Disclosures) and therefore do not need to submit corresponding FD/COI forms? **It is not necessary to submit FD/COI forms for your affiliates. The parent-entity disclosures of the Offeror would be the same as those of the affiliates.**

(5) If a Network Provider group does some delegated functions that are not paid do we need to list them on Form III (Subcontractor Disclosures) and submit corresponding FD/COI forms? **It is not necessary to submit corresponding FD/COI forms or to list the Network Provider groups on Form III (Subcontractor Disclosures) because zero compensation is paid for the delegated functions.**

(6) To the extent that a subcontractor that was listed in Form III (Subcontractor Disclosures), or a BEP-certified vendor that was disclosed in our RFP submission, has changed since our RFP submission in May, is it necessary to supplement Form III (Subcontractor Disclosures) and/or submit a new or revised FD/COI form? **If any changes have occurred to your subcontractors/BEP-certified vendors, those changes need to be disclosed with your clarification submission and include the FD/COI forms as applicable.**

(7) On the Financial Disclosures form, if a vendor marked Step 1 Option 1 Publicly Traded Entities, and marked 1.B, it states that the vendor should attach a copy of the Federal 10-K or provide a web address of an electronic copy. Can the vendor submit a foreign equivalent if the vendor has a foreign entity ownership? **If a vendor has a foreign entity that meets Step 1 Option 1, it can submit a foreign equivalent to the Federal 10-K. If this option is checked be sure to provide either the 10-K or a link to an electronic copy.**

(8) What if a vendor is a local unit of government, is the vendor still required to register with the State Board of Elections?
If the vendor is a local unit of government, it must still register with the State Board of Elections as required by the RFP. The vendor must follow the directions of the State Board of Elections regarding requirements for local units of government and submit the information to HFS.

(9) May we provide more than one name in Step 7 for individuals where the answers are all the same?
If there are multiple individuals for whom the answers to Step 7 are the same, they may be listed in combination. If there is any variance in the answers for an individual then that individual must be listed separately.

(10) Is Step 7 required for lobbyists named in Step 3?
Yes.