

Amendment 4
October 6, 2016
RFP No. 16378

Drug and Diabetic Supply Rebate Administration and Management Services RFP

Section 2.3 Term of the Agreement of the RFP is amended as follows:

Original Language

This contract term is expected to be for a period of 5 years commencing on the date shown on the Calendar of Events in [Section 1.0.](#), subject to the availability of sufficient funding, successful contractor performance, and approvals from the New York State Attorney General (AG) and the Office of the State Comptroller (OSC). Implementation must be complete before the rebate program can “Go Live.” The Go Live date based on the anticipated contract start date is April 3, 2017 or 6 months after the approved contract start date whichever is sooner.

Revised Language

This contract term is expected to be for a period of 5 years commencing on the date shown on the Calendar of Events in [Section 1.0.](#), subject to the availability of sufficient funding, successful contractor performance, and approvals from the New York State Attorney General (AG) and the Office of the State Comptroller (OSC). Implementation must be complete before the rebate program can “Go Live.” The Go Live date based on the anticipated contract start date is October 2, 2017. Should the contract start date be delayed past April 3, 2017 for any reason, the Go Live date will be 6 months after the approved contract start date.

Section 3.3 Staffing Requirements (page 22) of the RFP is amended as follows:

Original Language

3. Provide a name, resume and references for all Key Staff, as identified in Attachment O. Key Staff include:

- a. Account Executive
- b. Director Quality Assurance/Internal Audit
- c. Rebate Manager
- d. Financial Analyst

All Key staff positions must be full-time roles filled by individuals that are 100% dedicated to New York State and based out of a local office that is within ten (10) miles of the State Capitol. The Department must be notified in writing, in advance, if the Contractor proposes a change in key project staff. The notice must include the name of the individual being replaced, an explanation for the change, and the name and credentials of the proposed replacement. All replacement personnel should be fully qualified for the position. Changes or additions in key project staff, once the contract has begun, must be reported to the Department and resumes must also be submitted for prior approval.

Revised Language

3. Provide a name, resume and references for all Key Staff, as identified in Attachment O. Key Staff include:

- a. Account Executive
- b. Director Quality Assurance/Internal Audit
- c. Rebate Manager
- d. Financial Analyst

All Key staff positions must be full-time roles filled by individuals that are 100% dedicated to New York State and based out of a local office that is located within the NYS Capital District Region. The Department must be notified in writing, in advance, if the Contractor proposes a change in key project staff. The notice must include the name of the individual being replaced, an explanation for the change, and the name and credentials of the proposed replacement. All replacement personnel should be fully qualified for the position. Changes or additions in key project staff, once the contract has begun, must be reported to the Department and resumes must also be submitted for prior approval.

Section 6.3.A1 Cost proposal, Implementation Fee (FP Form-1) is amended as follows:

Original Language

A1. Implementation Fee (FP Form-1) - Total associated with the initial design, development, testing and implementation for each rebate program prior to full acceptance by the Department. This is a one-time implementation fee per rebate program subject to the following payment terms:

- 1. One payment for each rebate Program's implementation fee, if applicable, shall be made after the implementation tasks have been completed, reviewed and approved by the State.

Revised Language

A1. Implementation Fee (FP Form-1) - Total associated with the initial design, development, testing and implementation for each rebate program prior to full acceptance by the Department. This is a one-time implementation fee per rebate program subject to the following payment terms:

- 1. A payment for each rebate Program's implementation fee, if applicable, shall be made after the implementation tasks have been completed, reviewed and approved by the State.

Attachment L Proposed Rebate Savings – TP Form 1 has been amended