ADDENDUM #1

INVITATION FOR BID #15-33
RETIREE DRUG SUBSIDY ANALYSIS AND RECOVERY

CITY OF NEWTON, MASSACHUSETTS
PURCHASING DEPARTMENT
purchasing@newtonma.gov
Fax (617) 796-1227

October 7, 2014

THIS ADDENDUM IS TO:  Answer the following Questions:

Q1.  KTP Advisors is planning on bidding for the RDS recovery contract.  KTP Advisors is a RI company that has a contractual joint venture arrangement for these services with a company called Intech Health Ventures.  KTP Advisors’ role in the joint venture is marketing the service, making arrangements with its Group Health Plan(s) or administrators to provide the required data, submitting lists of all potential Qualifying Covered Retirees, completing the initial application to CMS and providing client service.  Intech provides data processing and analysis services.  KTP Advisor has previously worked with Intech on Early Retiree Reinsurance Program (ERRP) processing with the same subcontractor relationship.  The process is similar to the RDS recovery.

KTP introduced the concept of RDS recovery to Mr. Wesley Lane, the HR director at city of Newton, and that is why this RFP is being run.  KTP Advisors is the primary bidder on the contract and Intech is a subcontractor of KTP Advisors. Does this need to be disclosed on the bid document as there is no question that address this issue?

A1. The City’s decision to solicit bids for retiree drug subsidy analysis and recovery services is based on the estimated amount of the proposed contract and the requirements of Massachusetts law. The City has no knowledge of disclosure requirements under the Massachusetts procurement laws.

Q2.  Also, the references that that we provide will be for current RDS recovery work being completed by Intech outside of the scope of the KTP/Intech joint ventures.  How should this be disclosed?

A2. Bidders are asked to provide references so the City can assess whether or not the bidder providing the services sought has capability to perform fully the contract requirements, and the integrity and reliability which assures good faith performance.  If your references require an additional explanation in order for the City to perform this assessment, that explanation should be provided.
Q3. The Bid Form (page 6, Item D) indicates that several forms must be included with our submission. I am able to find all of the documents except “Item Sheets, 7 pages.” Can you please clarify which forms documents make up “Item Sheets” and must be submitted.

A3. The line “Item Sheets 7 pages” on p. 6 of the Invitation For Bids is deleted.

All other terms and conditions of this bid remain unchanged.

PLEASE ENSURE THAT YOU ACKNOWLEDGE ALL ADDENDA ON YOUR BID FORM. FAILURE TO ACKNOWLEDGE ALL ADDENDA COULD RESULT IN REJECTION OF YOUR BID AS NONRESPONSIVE.

Thank you.

Nicholas Read
Chief Procurement Officer