

**AMENDMENT I**

**To**

**Managed Care Organization - for the delivery of Managed Long-Term  
Care in Selected Service Areas  
RFP 1645-DLTC-SM**

**Sections 1.7 and 4.3 of the RFP have been amended.**

**The sections are posted below with the amended/additional language underlined and highlighted in blue font.**

**1.7 Family Care Partnership Benefit Package**

A proposer may offer both Family Care and Family Care Partnership, which was formerly known as the Wisconsin Partnership Program. Family Care Partnership may be offered as the sole benefit in a service area where Family Care or Family Care Plus is already offered, or will be offered through another MCO. Family Care Partnership consists of a risk-based contract for the delivery of all Medicaid health and long-term care services and a risk-based contract directly with Medicare for the delivery of the Medicare Part A, Part B and Part D benefits.

For DHS to consider contracting with an entity to offer the Family Care Partnership benefit in 2009, the proposer must provide evidence that it has contracts directly with Medicare for the delivery of the Medicare Part A, Part B and Part D benefits. One contract must be a Medicare Advantage Dual Eligible Special Needs Plan with an institutional subset for the geographic area you are proposing to serve, as well as the target populations. The proposer must have authority through its Medicare Advantage Dual Eligible Special Needs Plan contract to limit enrollment to Wisconsin Medicaid nursing home certifiable subset. For proposers who already have the necessary Medicare contracts, certification to provide Family Care Partnership can begin as early as 2009, as stated in the Calendar of Events (Section 1.23 of this RFP).

Because the anticipated expiration of the federal moratorium on certification of Medicare Special Needs Plans is at the end of 2009, there is potential for a proposer to obtain the necessary CMS contracts as early as January 1, 2010. Due to the confluence of timing of the end of the moratorium and the anticipated start date of contracts that result from this RFP, the Department will consider proposals from organizations that currently do not have, but are planning to obtain, the necessary Medicare contracts when the moratorium expires.

A successful proposer of this type would begin the MCO certification process with the Department during 2009. If the organization qualifies to be certified as a Family Care Partnership MCO, the Department would enter into a conditional contract with an anticipated start date of January 1, 2010. The effective date of this contract would be contingent upon the organization obtaining all the necessary CMS contracts outlined above.

August 19, 2008

Proposers must also have evidence they have a contract directly with Medicare as a Medicare Part D Prescription Drug Plan applicable to the geographic area and population they are proposing to serve.

### **4.3 Requirements for Offering Family Care Partnership**

A Family Care Partnership proposer must provide written evidence from CMS that it has a contract with CMS for:

- A Medicare Advantage Dual Eligible Special Needs Plan with an institutional subset for the geographic area and the population they are proposing to serve;
- Authority through its Medicare Advantage Dual Eligible Special Needs Plan contract to limit enrollment to Wisconsin Medicaid nursing home certifiable subset; and
- A Medicare Part D Prescription Drug Plan for the geographic area and population they are proposing to serve.

If this is applicable (i.e. you are planning to offer Family Care Partnership) please submit evidence that you can meet the requirements above.

**If you are planning to offer Family Care Partnership but do not have the necessary CMS contracts, please tell us what CMS contracts you presently have, and when you intend to obtain the additional CMS contracts necessary to meet all the conditions above. (Also see Section 1.7 of this RFP.)**

**AMENDMENT II**  
**To**  
**Managed Care Organization – for the Delivery of Managed Long-  
Term Care in Selected Service Areas**  
**RFP 1645-DLTC-SM**

**Sections 1.23, 2.3 and Form DOA-3261 of this RFP have been amended.**

These sections are noted below with the amended language underlined and highlighted in blue font.

**1.23 RFP Calendar of Events**

- Friday, August 15, 2008.....Release of RFP
- Monday, August 25, 2008.....Deadline for providing notice of participation in proposers’ conference call
- Thursday, September 4, 2008 .....Proposers’ conference call
- Friday, September 19, 2008.....Deadline for all questions
- Friday, October 3, 2008 .....State will publish answers to all submitted questions
- Friday, October 31, 2008 (no later than 3:00 p.m.) Due date for proposals**
- Monday, November 17, 2008\* .....Oral interviews, if necessary
- Tuesday, December 1, 2008\*.....Announcement of intent to award
- Friday, December 12, 2008 \*.....Public announcement of awards
- Friday, February 27, 2009\*.....Completion of MCO certification
- Monday, March 1, 2009\* .....First possible effective date of contract

\*Estimated Dates

### 2.3 Submitting the Proposal

Proposers must submit all materials required for acceptance of their proposal by October 31, 2008 at 3:00 p.m. to:

Susan McKercher, Procurement Manager  
 MLTC Proposal  
 1 W. Wilson St., Room 750  
 P.O. Box 7850  
 Madison, WI 53707-7850.

Proposals not received in the above office by the specified time will not be accepted.

Submission materials may be delivered in person, by U.S. mail or other delivery service with signature confirmation of receipt by the date and time noted above.

All proposals must be time-stamped as accepted by the Department by the stated time. Proposals not so stamped will not be accepted.

Receipt of a proposal by the State mail system does not constitute receipt of a proposal by the Department for purposes of this RFP.

State of Wisconsin  
 DOA-3261 Request for Proposal (R08/2003)  
 s.16.75, Wis. Statutes

**PROPOSALS MUST BE SEALED AND ADDRESSED TO:**

AGENCY ADDRESS:

Department of Health Services  
 Division of Long Term Care – Family Care  
 1 W. Wilson St. Room 518  
 P.O. Box 7851  
 MADISON WI 53707-7851

**REQUEST FOR PROPOSAL**

**THIS IS NOT AN ORDER**

PROPOSER (Name and Address)

<input type="checkbox"/> Remove from proposer list for this commodity/service. (Return this page only.)	
Proposal envelope must be sealed and plainly marked in lower corner with due date and Request for Proposal # 1645-DLTC-SM. Late proposals will be rejected. Proposals MUST be date and time stamped by the soliciting purchasing office on or before the date and time that the proposal is due. Proposals dated and time stamped in another office will be rejected. Receipt of a proposal by the mail system does not constitute receipt of a proposal by the purchasing office. Any proposal which is inadvertently opened as a result of not being properly and clearly marked is subject to rejection. Proposals must be submitted separately, i.e., not included with sample packages or other proposals. Proposal openings are public unless otherwise specified. Records will be available for public inspection after issuance of the notice of intent to award or the award of the contract. Proposer should contact person named below for an appointment to view the proposal record. Proposals shall be firm for acceptance for sixty (60) days from date of proposal opening, unless otherwise noted. The attached terms and conditions apply to any subsequent award.	
Proposals MUST be in this office no later than <b>Due October 31, 2008 3:00 PM          Central Time</b>	Public Opening <input type="checkbox"/> No Public Opening <input checked="" type="checkbox"/>
Name (Contact for further information) Susan McKercher Procurement Manager (608)267-7637	
Date:	
Quote Price and Delivery FOB N/A	

Description

**Managed Care Organization  
for the delivery of  
Managed Long-Term Care in Selected Service Areas**

Payment Terms:

Delivery Time:

We claim minority bidder preference [Wis. Stats. s. 16.75(3m)]. Under Wisconsin Statutes, a 5% preference may be granted to CERTIFIED Minority Business Enterprises. Bidder must be certified by the Wisconsin Department of Commerce. If you have questions concerning the certification process, contact the Wisconsin Department of Commerce, 5th Floor, 201 W. Washington Ave., Madison, Wisconsin 53702, (608) 267-9550.

We are a work center certified under Wis. Stats. s. 16.752 employing persons with severe disabilities. Questions concerning the certification process should be addressed to the Work Center Program, State Bureau of Procurement, 6th Floor, 101 E. Wilson St., Madison, Wisconsin 53702, (608) 266-2605.

Wis. Stats. s. 16.754 directs the state to purchase materials which are manufactured to the greatest extent in the United States when all other factors are substantially equal. Materials covered in our bid were manufactured in whole or in substantial part within the United States, or the majority of the component parts thereof were manufactured in whole or in substantial part in the United States.

Yes     No     Unknown

In signing this proposal we also certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a proposal; that this proposal has been independently arrived at without collusion with any other proposer, competitor or potential competitor; that this proposal has not been knowingly disclosed prior to the opening of proposals to any other proposer or competitor; that the above statement is accurate under penalty of perjury.

We will comply with all terms, conditions and specifications required by the state in this Request for Proposal and all terms of our proposal.

Name of Authorized Company Representative (Type or Print)	Title	Phone (       )
		Fax (       )

**AMENDMENT III**  
**To**  
**Managed Care Organization – for the Delivery of**  
**Managed Long-Term Care in Selected Service Areas**  
**RFP 1645-DLTC-SM**

A mistake was discovered in this section leading to a change from the word “board” to the word “agency.” The changed word is in blue font and underlined below.

**5.4 Relationship with the ADRC**

The Department will contract for managed long-term care only in areas that are served by an ADRC. It is the intent of the Department to contract only with an MCO that is organizationally separate from the ADRC, or will be organizationally separate within twelve months of the MCO signing a contract for the provision of long-term care services with the Department. Organizationally separate means that while the ADRC and the MCO may report to the same county board, they may not be operated by the same county agency.

If your MCO is, or will be on the date of contracting with the Department, organizationally separate from the ADRC, provide a statement to that effect.

If your MCO will not be organizationally separate from the ADRC on the date of contracting with the Department, please submit your plan for achieving separation within twelve months of contracting with the Department to provide long-term care services. This plan should include a timeline for separation, including the date on which it is expected the county board will pass a resolution creating the required separation between the ADRC and the MCO. This resolution will need to be submitted to the Department prior to the Department signing a contract with the MCO. Also include an organizational chart showing the expected lines of authority and accountability for both the MCO and the ADRC, and a narrative description of the separation.

**AMENDMENT IV**  
**To**  
**Managed Contract as a Managed Care Organizations for the**  
**Delivery of Managed Long-Term Care in Selected Service Areas**  
**RFP #1645-DLTC-SM**

This amendment creates an additional section of the RFP regarding the submission of multiple proposals.

**2.6.1 Multiple Proposals**

Multiple proposals from a vendor will be permissible. However, each proposal must conform fully to the requirements for proposal submission. Each proposal must be submitted separately and labeled as Proposal #1, Proposal #2 etc on each page included in the response. Alternate acquisition plans do not constitute multiple proposals.

## AMENDMENT V

### RFP 1645-DLTC-SM

#### For the Delivery of Managed Long-Term Care in Select Service Areas October 08, 2008

Section 2.1, paragraph 1 is amended for clarification and to better reflect the information in Section 1.1, Part 1 of the RFP.

**Section 2.1, first paragraph, is amended to read:**

The evaluation and recommendation by the evaluation committee as to whether a proposing vendor possesses, or has capacity to secure, sufficient resources to meet certification standards to move to the certification process will be based on the vendor's response to the requirements listed in Section 2.6 of the RFP, and if necessary, oral interviews. Failure to respond to each of the requirements in the RFP may be the basis for rejecting a proposal response.