



THE BURCHFIELD GROUP

December 3, 2010

Felice B. Joseph, R.Ph.
Pharmacy Director
West Virginia PEIA
601 57th Street, SE Suite 2
Charleston, WV 25304

Dear Felice,

I am writing in response to West Virginia Public Employees Insurance Agency (PEIA) Request for Quotations (#PEI011001) regarding consultant services to prepare a Request for Proposal (RFP) for PEIA Pharmacy Benefit Management (PBM) services. Per our previous correspondence The Burchfield Group (Burchfield) has compiled a list of questions for your response.

Burchfield appreciates your consideration, and we look forward to the opportunity to work closely with PEIA throughout this process. I am personally excited about the opportunity to potentially work with you and PEIA again.

Sincerely,

Corey Belken, Pharm.D.
Managing Consultant
The Burchfield Group

Cc: Miriam Steck, The Burchfield Group

1. Please provide total member counts for WV CHIP and AccessWV. **Approximately 28,000 for WV CHIP and 1000 for AccessWV.**
2. Will separate RFPs or RFP sections be required for WV CHIP and AccessWV? **No** If so, should we provide a pricing proposal for each group individually?
3. Is it possible that WV CHIP or AccessWV will select different finalists or winning vendors than WV PEIA? **No**
4. During the RFP process, does WV PEIA expect that financial modeling be broken out separately for WV PEIA, WV CHIP, and AccessWV? **Yes**
5. Does WV PEIA want to conduct a single RFP for all lines of business, or will separate RFP processes be conducted for each of the three lines of business (active and non-Medicare retirees, Medicare Part D, and specialty) **A single RFP will be conducted with separate pricing for each component, if necessary: (1) active and non-Medicare retirees; (2) Medicare Part D; (3) specialty.**
6. Does WV PEIA have requirements for the number of vendors that will be invited to bid? **No** How many vendors do you foresee inviting? **No idea.**
7. Is WV PEIA willing to consider contracting with a consultant to provide assistance with finalist meetings, contract negotiation, or implementation/conversion services? **Finalist meetings would be considered part of duties of the consultant selected as a result of this RFQ. At this time there is no request for consultant services for contract negotiation or implementation/conversion services.**
8. Please confirm whether all lines of business, including Medicare operate on the same plan year (7/1 -6/30). **Yes**
9. How many hardcopies of our proposal would WV PEIA like to receive? **Five (5)** Should electronic copies also be provided by CD or email? **Yes, one (1) via CD.**
10. Please provide details around what is required to register as a vendor in the state of West Virginia. **See form reference question #11.**
11. On page 3 of the RFQ, third bullet from the top, WV PEIA asks the bidder to “complete the forms attached with this RFQ.” We did not receive attached forms – are these available? **There are 3 forms with the RFQ on the PEIA website. [www.peia.wv.gov/Forms & Downloads/Miscellaneous/Requests for Proposals/Quotations/RFQ/Pharmacy Benefit Management Services RFQ \(Plan Year 2012\), Purchasing Affidavit,Agreement Addendum, Vendor Preference Certificate.](http://www.peia.wv.gov/Forms%20&Downloads/Miscellaneous/Requests%20for%20Proposals/Quotations/RFQ/Pharmacy%20Benefit%20Management%20Services%20RFQ%20(Plan%20Year%202012),%20Purchasing%20Affidavit,%20Agreement%20Addendum,%20Vendor%20Preference%20Certificate)**
12. Are finalist meetings anticipated prior to award of the consultant contract? **No** What is the schedule for award of business? **Currently, by December 31, 2010.**
13. Please confirm whether consultant responses to the RFQ will be publicly available or will remain confidential. **All documents at PEIA are subject to the Freedom of Information Act.**
14. Does WV PEIA have minimum requirements or expectations regarding onsite meetings with the consultant? **As necessary to complete the RFP development, evaluation, and award.**
15. On the top of page 4 of the RFQ, WV PEIA asks the consultant to be available “in the event of an administrative or legal challenge to the PBM contract award.” Given the unknown time commitment for this activity, is WV PEIA willing to consider an hourly fee or a time cap for this activity? **No. This event is unlikely and, to the extent it is a concern to you,should be included in the bid. You would essentially be supporting your successful contract award.**