**ATTACHMENT A**

**SOLICITATION NO. 3400001763**

This Solicitation is a Contract Document and is a request for proposal in connection with the Contract awarded by the Office of Management and Enterprise Services as more particularly described below. Any defined term used herein but not defined herein shall have the meaning ascribed in the General Terms or other Contract Document.

**BACKGROUND**

The OSDH administers the Ryan White Part B Program that houses the HIV Insurance Assistance Program (HIAP) with federal Ryan White Care Act funds. The purpose of the HIAP is to assist eligible individuals who are infected with HIV/AIDS to maintain their insurance coverage (i.e. Marketplace, COBRA, Medicare Part D, and/or other health insurance coverage approved by the state by assisting with the payment of the approved plan’s premiums and with outpatient medical ambulatory cost for individuals who are infected with HIV/AIDS.)

In the last previous year from July 1, 2021 (the implementation of the state’s Medicaid expansion) to June 30, 2022, HIAP provided services to 334 clients, paying 2952 health insurance premiums for HIAP approved clients with the following breakdown by insurance premium type:

|  |  |
| --- | --- |
| ESI | 21 |
| COBRA | 23 |
| Medicare D | 93 |
| Marketplace | 201 |

The enrollment for July 1, 2021 through June 30, 2022 was 334 and with insurance premiums paid for an average of 243 clients a month. The program projects an 11% increase each year. This is the best projection with the ending of the Public Health Emergency in April 2023.

**Medical Co-Payment Assistance**: The OSDH HIAP program served a total of 982 clients between the dates of July 1, 2021 through June 30, 2022, with an average of 192 clients served per month at an average of $300 per client for the year and average of 269 transactions per month, average of 3.7 transactions per client per year. The program projects an 11% increase each year.

The number of clients served with both insurance premium assistance and medical copay assistance was 164 clients out of the total 982 served.

**PURPOSE**

The OMES on behalf of the Oklahoma State Department of Health, hereinafter referred to as the OSDH, is soliciting bids to obtain services in support of the Human Immuno-Deficiency Virus (HIV) Insurance Assistance Program (HIAP). The OSDH may award a single contract or may award two contracts as a result of this solicitation for each category. The OSDH will not award multiple contracts for the provision of either category of services.

**Category 1**: Premium and claims processing for the payment of approved health insurance premiums for individuals determined by the OSDH to be eligible and approved for assistance under the HIAP program.

**Category 2**: Claims processing for approved medical deductible and copayment costs for individuals determined by the OSDH to be eligible and approved for assistance under the HIAP program. Provide medical visit claims processing, reimbursement coordination, and the collection of program utilization data for the program.

**1.** **Contract Term and Renewal Options**

Initial Contract Period: April 1, 2023 to March 31, 2024

The total annual budget for the initial contract period is $2,520,000.00

Renewable for an additional four (4) years.

Agreement Period: 04/01/2023 to 03/31/2028

The OSDH shall have available to reimburse the awarded supplier for Category 1 $1,620,000.00 and for Category 2 $900,000.00 for the initial contract period ending March 31, 2024. The actual amount paid to the Supplier will depend upon the quantity of and the cost of insurance premiums and/or medical copays paid for this assistance program by the Supplier.

Additional funds may become available during the initial contract period for increased number of insurance premiums and medical copays paid. Up to $6,000,000.00 in additional funds to support additional approved assistance per category may become available.

Renewal amounts will be determined by the OSDH based on the estimated number of claims to be processed and the estimated cost of assistance payments to be reimbursed to the Supplier during the contract year, taking into consideration anticipated availability of funds. This may be more or less than the initial contract amount.

**2.** Certain Contract requirements and terms are attached hereto as Exhibit 1 and incorporated herein.