



**Department of Purchasing  
100 N. Main Street, 2<sup>nd</sup> Floor  
Suffolk, VA 23434  
(757) 925-6762**

October 25, 2022

To All Interested Parties:

**Subject: Request for Proposal – Contracted Pharmacy Services Addendum 1**

**QUESTION:** There is a current estimate of 2500 members on the health plan. Is there anticipation for more dependents to be added?

**ANSWER:** It is possible depending on the success of the vendor to bring down costs to the end users

**QUESTION:** Is there a desire to increase these numbers?

**ANSWER:** Yes. The pharmacy could be a recruiting tool. The Board may have a desire to increase partnerships and to have greater participation than what is currently anticipated

**QUESTION:** Is there an expectation to achieve a profit?

**ANSWER:** It is understood that there may be some significant build outs and naturally, like anything else, growth of the program to occur. It is anticipated that there may be a need for this program to grow and achieve profitability. It is expected that Suffolk Public Schools would follow the same growth trajectory of some of the surrounding divisions that have transitioned to this model.

**QUESTION:** Is there a benefit to a monthly statement?

**ANSWER:** Yes; but this can be negotiated at the time of the non-binding estimates stage.

**QUESTION:** How many vendors did this procurement go out to?

**ANSWER:** 2077 individual entities were contacted via EVA

**QUESTION:** Does the City of Suffolk have a tax for goods and services

**ANSWER:** Yes

**QUESTION:** Would we incorporate the per employee cost, including construction and start up costs from the get go?

**ANSWER:** You can find our pricing items in the RFP. We also reserve the right to negotiate a price structure that best fits the needs in this procurement. As a reminder, this is a professional services RFP which requires us to select a vendor based on qualifications. Suffolk Public Schools reserves the right to negotiate various pricing models and structures should it best suit the public body during the negotiation stage. The pricing items found in the RFP are the minimum basic items that will be requested during the non-bidding estimate phase. Additional information may be requested and different pricing structure may be contemplated by both selected vendor and the public body.

**QUESTION:** Is there a timeline for awarding the contract?

**ANSWER:** Yes; generally speaking a four-week timeline. However, this may take longer as we are negotiating multiple phases of a professional services agreement.

**QUESTION:** Does the district have a plan for a clinic?

**ANSWER:** **The desire to open will largely depend on the available space in the school division and the success of alternative methods of healthcare delivery such as this one.**

#### **SUBMISSION CHANGE/CLARIFICATION**

Proposers cannot submit through the EVA Portal as the Department of General Services is currently changing the Sourcing and Contracting module. Proposers can mail or drop off their proposal at Suffolk Public Schools, 100 North Main Street, Suffolk VA 23434 on or before November 1, 2022 at 2:00 PM. No other electronic submission can be contemplated.

#### **CLARIFICATIONS/ADDITIONAL INFORMATION:**

We reserve the right to allow the selected vendor to construct the pharmacy on a time and materials basis, construct ourselves, provide an A/E firm from our term contracts, allow the vendor to provide their own A/E for the buildout, a full turnkey solution, or any combination thereof in the execution of this agreement.

Blue prints are attached on the EVA site

All pricing areas do not need to be filled out at the time of submission as this will come during the non-binding estimate phase of our process. Suffolk Public Schools reserves the right to negotiate various pricing structures and mechanisms and award a contract that best fits the needs of the school division.

Suffolk Public Schools will allow vendors the flexibility to fill out the chart found on page 11, however, if the proposer wishes to continue past the non-binding estimate portion of the process, the proposer must fill out this chart or one similar for the number of covered lives for our school division.

**ATTACHMENTS INCLUDED:**

Sign-in sheet for preproposal meeting

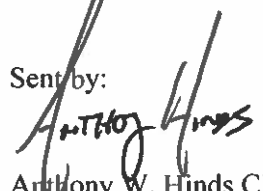
Blueprints of Operations Building

If the proposal is complete or has been mailed prior to this addendum, the proposer may sign this addendum at a later date or acknowledge at the time of contract award.

Addendum 1 Acknowledged:

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Sent by:



Anthony W. Hinds CPPB  
Purchasing Manager