



## **County Of Siskiyou**

### **Request for Proposals (RFP)**

**RFP # 24-01 – Public Health**

**for**

### **Medi-Cal Rx Pharmacy Services for Siskiyou County Correctional Health Services**

**Proposals may be emailed or delivered to:**

**Siskiyou County Administration**

ATTN: Purchasing

1312 Fairlane Road, Suite 1

Yreka CA 96097

[RFP\\_RFB\\_Submissions@co.siskiyou.ca.us](mailto:RFP_RFB_Submissions@co.siskiyou.ca.us)

**Proposals Due by:**

**October 4, 2024**

**4:00 P.M.**

**County of Siskiyou  
Request for Proposals  
for Medi-Cal Rx Pharmacy Provider**

The following schedule of events will be followed to the extent achievable; however, the County reserves the right to adjust or make changes to the schedule as needed.

**Estimated Timeline of Events**

| <b>Date</b>        | <b>Activity</b>                           |
|--------------------|---|
| September 24, 2024 | Release of Request for Proposals (RFP)    |
| September 26, 2024 | Deadline to Submit Questions              |
| October 4, 2024    | Submission of Proposals due by 4:00 PM    |
| October 7, 2024    | Review of Proposals                       |
| October 15, 2024   | Notification of Final Selection           |
| November 15, 2024  | Professional Service Agreement Processed  |
| January 1, 2025    | Professional Service Agreement Start Date |

## **1.0 Preface**

In alignment with the SUPPORT Act and the state's focus on health equity and coverage for Justice Involved populations, in January 2023, California received approval in its five-year 1115 demonstration renewal request to authorize federal Medicaid matching funds for selected Medicaid services for eligible Justice Involved individuals in the 90-day period prior to their release from a Correctional Facility.

The scope of targeted pre-release services under the Section 1115 demonstration includes medication and medication administration consistent with the State Plan. The demonstration allows medications to be provided in the 90-day period prior to release and for a supply of medication to be provided 'in-hand' upon release. The goals of providing medication coverage during the pre- and post-release periods are as follows:

- Ensure access to medications that are traditionally difficult to obtain in Correctional Facilities (such as long-acting injectables for SUD treatment).
- Stabilize individuals with chronic conditions on medications that they will be able to access once released (i.e., medications covered by Medi-Cal) to ensure their conditions are well controlled during the immediate post-release period.
- Provide Medi-Cal Rx medications upon discharge to ensure there is no gap in access to critical medications.

Siskiyou County Public Health Division seeks to partner with a Community Based pharmacy located within the State of California to provide Medi-Cal Rx medications to Medi-Cal insured individuals incarcerated in its correctional facility in the 90-day period prior to release, and to provide Medi-Cal Rx medications upon discharge to ensure there is no gap in access to critical medications.

The project is expected to start on January 1, 2025.

## **2.0 Scope of Work**

Services the successful Proposer will be expected to provide, include but are not limited to:

- Must operate a brick and mortar pharmacy located geographically within the State of California to obtain status as a Medi-Cal Rx provider.
- Must maintain enrollment as a Medi-Cal Rx provider, and bill through the Medi-Cal Rx system.
- Provide Medi-Cal Rx covered supplies, medications and durable medical equipment in Medi-Cal formulary to Siskiyou County Jail Correctional Health Services.
- Comply with all federal and state statutes.
- Follow billing and claims processes, including all real-time or batched billing/claims requirements and prior authorization requirements, that match current Fee for Service processes in Medi-Cal Rx for prescriptions.
- Provide refills in a timely and efficient manner.

- Pharmacy services provided 6 days a week, Monday through Saturday, including delivery of medications to the Siskiyou County Jail.
- Fill and deliver all prescriptions within 24 hours of being ordered.
- A system will be in place to guarantee that a pharmacist is reached on a timely basis for emergency situations.
- Provider shall report drug contraindications to the nurse at the Siskiyou County Jail.
- Provide blister packaging or unit dose packaging for medications.
- Provide monthly/quarterly and year-to-date auditing with breakdown of medications prescribed.
- Audits performed with written response.
- Provide services for electronic ordering.
- A provider representative shall keep facility staff informed of changes to Pharmacy operations as determined by the state and federal regulatory agencies.
- Interpret and fill all prescriptions and maintain all required records.

Proposers should feel free to include any other services not specified that they deem necessary to achieve the goals of this RFP.

### **3.0 Submission Requirements**

**Proposal Format:** Proposals must contain the following:

#### **1. Cover Letter**

- a. Please provide the Proposer's name, address, and telephone number. The letter must be signed by a representative authorized to enter into contracts on behalf of the Proposer.

#### **2. Qualifications**

- a. Provide specific information concerning the Proposer's experience with the services specified in this RFP. Examples of completed projects, as current as possible, should be submitted as appropriate.
- b. Provide a copy of Pharmacy Permit.
- c. Provide a copy of DEA License

#### **3. Company Profile**

- a. Provide a brief description of your company, including business structure, address, the total number of employees, overall industry experience,

certifications, affiliations, and relevant experience. Support your capacity to perform the services detailed in this RFP.

**4. Approach:**

- a. Provide an analysis of the methodology developed to perform all required services and your response to the scope of work as referenced above.

**5. References:**

- a. Please include at least three (3) references, including name, address, telephone number, and Email, for whom similar services have been provided.

**6. Price Proposal:**

- a. Provide a transparent fee schedule that outlines all of the costs associated with the required services, broken down by category of products and services, and all on-going costs for recommended or required services.

The proposal must include all requirements as listed and correlate to the Scope of Work outlined under this RFP.

**Conflict of Interest:** Proposer(s) shall disclose to the County any interest, direct or indirect, which could conflict in any manner or degree with the performance of service required. At the County's discretion, a potential conflict of interest, to the extent it is waivable, may be waived or factored into the final award decisions and/or a modified Scope of Work.

**4.0 Selection Process**

The proposals received in response to this RFP will be screened by a selection committee. The selection committee will consider only the proposals which have been considered responsive to the RFP. Any proposal that fails to meet the RFP's requirements will be regarded as non-responsive and may be rejected. A proposal, which is in any way incomplete, irregular or conditional, at the County's discretion, may be rejected. The following criteria will be used in the evaluation of the potential consultants:

- 1. Qualifications
- 2. Approach
- 3. Experience and references
- 4. Proposed costs

The County may meet or interview any or all of the proposers during the evaluation process. A contract will be negotiated with one or more qualified entities selected during the evaluation process. Proposals not selected in the evaluation process may be awarded a contract should negotiations with the selected Proposer(s) prove unsuccessful. The County reserves the right to reject any and all proposals and reserves the right to waive any non-substantive defects in the proposals.

## 5.0 General Information

Proposals may be submitted by way of hand delivery or electronic means, as described below:

- **Hand Delivery:** Hard copy proposals submitted by hand delivery must be received at Siskiyou County Administration, 1312 Fairlane Road, Suite 1, Yreka, CA, 96097 on or before **October 4, 2024 4:00 P.M.** (ATTN: Purchasing). Please note "RFP # 24-01 - Public Health" in subject line.
- **Electronic Copy Submittal:** Submit an electronic copy of the proposal via email. Electronic copies shall be emailed to Siskiyou County Purchasing at [RFP\\_RFB\\_Submissions@co.siskiyou.ca.us](mailto:RFP_RFB_Submissions@co.siskiyou.ca.us) and must be received by **October 4, 2024 4:00 P.M.** Please include "RFP # 24-01 – Public Health" in subject line.

Proposers shall provide One (1) original copy with signature and Three (3) exact copies of the original by hand delivery, as instructed above.

Proposers submitting proposals electronically will only be required to send one signed copy.

Proposers are asked to submit all inquiries related to the project(s) to Shelly Davis by email, [sdavis@co.siskiyou.ca.us](mailto:sdavis@co.siskiyou.ca.us).

The County will provide the following to assist the selected entity(s):

- Designate a person to act as the County's point of contact with respect to the work performed under the contract.
- Information, as legally allowed and reasonably attainable, in possession of the County that relates to the requirements of the project(s) or which is relevant for the project(s).
- Facilitate coordination with other entities, local agencies, organizations, and individuals if necessary.
- Advice on the project scope of work.
- Review and validation of project deliverables.

**Insurance Requirements:** Ensure that comprehensive professional liability insurance coverage has been secured for the PHARMACIST in an amount not less than one million dollars per occurrence and three million aggregate per year (\$1,000,000/\$3,000,000). Evidence of such insurance shall be provided to the Health & Human Services Department/Public Health Division

upon request.

A contract award resulting from this RFP will be made without discrimination on any basis prohibited under state or federal law.

## **6.0 Attachments**

- a. HIPAA Contract with BAA Language