

DATE: January 26th, 2017

TO: RFP Offerors

FROM: Meggan Harley, AHCCCS Chief Procurement Officer,
Division of Business and Finance

SUBJECT: Oral Presentation Schedule and Instructions

As required in the ALTCS E/PD RFP YH18-0001, Section H, Instructions to Offerors, Paragraph 16 Submission Requirements, Sub-Section Oral Presentations:

Offerors shall participate in a scheduled oral presentation pertaining to key areas of the ALTCS E/PD Program. The duration of the oral presentation session will be limited to three hours, which shall include allotted time for discussion and preparation. All presentations will be scheduled to occur during the weeks of January 30 and February 6, 2017. Presentations will be audio-taped by AHCCCS for the Agency's use in the evaluation process. Audio-taped oral presentations will be published to the AHCCCS website once the Contract awards have been made. AHCCCS shall notify each Offeror of its scheduled presentation no later than 5:00 pm Arizona Time on January 26, 2017.

The Offeror shall bring no more than six individuals to the meeting. All participants must be employees of the Offeror; no consultants may participate. Among these six individuals, the Offeror shall include persons with expertise in:

- Medical/Clinical Management,
- Case Management, and
- Behavioral Health

Per RFP Section H, Instructions to Offerors, Paragraph 16 Submission Requirements, the Offeror was required to submit with its Proposal a list of names and titles along with resumes of the participating individuals.

Please plan on dedicating up to three hours to complete the Oral Presentation process for each presentation. The Offeror will not be permitted to bring electronic devices into the room, including but not limited to, laptops, cellular or smart phones, and tablets. Outside communication will be prohibited, including but not limited to, use of cell phones, telephones or text messaging. The Offeror will not be permitted to distribute previously-prepared presentations or materials to AHCCCS. The Offeror will be permitted to utilize any hard copy reference material brought with them, including copies of policies and procedures to assist with preparing for the presentation. AHCCCS will provide a white board or flip charts and markers for Offeror use in preparing for the Oral Presentation.

AHCCCS will have staff in the room for the duration of the oral presentations to ensure compliance with these requirements.

Oral Presentation Schedule


Please plan to arrive early as the meeting will begin promptly at the start time noted below.

OFFEROR: UnitedHealthcare Community Plan

Date of Oral Presentation: January 31st, 2017
Time of Oral Presentation: 9:00 A.M. Arizona Time
Location of Oral Presentation: AHCCCS
701 E. Jefferson St.
Phoenix, Arizona 85034
Grand Canyon Room, Fourth Floor

If you have any questions regarding this letter please contact Meggan Harley, AHCCCS Chief Procurement Officer at (602) 417-4538.

Sincerely,



Meggan Harley, CPP0, MSW
AHCCCS Chief Procurement Officer