

MEMORANDUM

YH26-0094 – Pharmacy Consulting and Process Improvement Recommendations

TO: Meggan LaPorte, CPPO, MSW
Chief Procurement Officer

DS
ML

FROM: Tiffanie Blanco
Senior Procurement Specialist

Subject: Executive Summary
Task Order #YH26-0094
Pharmacy Consulting and Process Improvement Recommendations

Date: June 2, 2026

The Task Order (TO) commenced in accordance with A.R.S. § 36-2906.

Timeline

1. TO was written and reviewed by internal subject matter experts from AHCCCS and approved for publishing by Procurement Management on April 6, 2026.
2. The TO was published on the AHCCCS website on April 7, 2026.
3. TO notification was sent to potential interested vendors on April 7, 2026 with a link to the AHCCCS website where the TO was published.
4. Evaluator Training and Scoring Methodology meeting convened on May 29, 2026.
5. Solicitation amendment one (1) extended the deadline to May 12, 2026 and was published on the AHCCCS website on April 24, 2026.
6. No Pre-Offer conference was held.
7. Solicitation amendment two (2) response to offerors' questions was published on the AHCCCS website on April 27, 2026.
8. Solicitation amendment three (3) added an updated proposed project timeline and was published on the AHCCCS website on May 1, 2026.
9. The TO closed on May 12, 2026, 3:00 PM (Arizona time) and four (4) proposals were received.

Award Recommendation

A total of four (4) proposals were submitted to AHCCCS by the due date of May 12, 2026, 3:00 PM (Arizona time). The evaluation committee recommends task order award to be made to Myers and Stauffer. A history of the TO development process and proposal evaluation process is provided below.

History of TO Development and Release

The development of the TO took place during the timeframe of March 20, 2026 – April 6, 2026. The Task Order was published publicly on the AHCCCS website on April 7, 2026. Approximately 27 vendors/potential offerors were notified through email of the TO publication. A list of the vendors is contained in the procurement file. The Proposal Due Date was April 30, 2026, 3:00 PM (Arizona time).

Solicitation Amendment #1 was released April 21, 2026, which amended the due date from April 30, to May 12, 2026. Solicitation Amendment #2 was released April 24, 2026, and consisted of thirteen (13)

detailed questions. Amendment #3 was released May 1, 2026 and updated the proposed project timeline. All three solicitation amendments were posted publicly on the AHCCCS website with the TO.

Scoring Methodology

The evaluation committee met on May 29, 2026 to determine the scoring methodology and came to an agreement to apply the following point scale:

1. Offeror's Method of Approach maximum points allowable of 500
2. Offeror's Experience and Expertise of the Firm maximum points allowable of 300
3. Cost maximum points allowable of 200

Receipt of Proposals

Four (4) proposals were received and publicly opened on May 12, 2026 at 3:00 p.m. (Arizona Time) to the AHCCCS SFTP server in accordance with the TO instructions:

1. Guidehouse
2. Mercer
3. Milliman
4. Myers and Stauffer

Evaluation Process

The four (4) proposals were evaluated pursuant to the evaluation criteria published in the TO. The proposals were distributed to all evaluation committee members. The following subject matter experts served as evaluation committee members:

- Carol (CJ) Loiselle (AHCCCS)
- Dr. Theresa Costales (AHCCCS)
- Suzanne Berman (AHCCCS)

Evaluation Meetings

The evaluation committee's first meeting was held on May 22, 2026. The agenda for the evaluation of the proposals was discussed. At this meeting the committee started to developed strengths and weaknesses for each proposal. The team continued this process on May 29, 2026, where the Committee made its recommendation for award.

Conclusion

After giving the proposals serious consideration and after examining the facts related to the evaluation criteria as published in the TO, the Committee recommended a task order be awarded to Myers and Stauffer. It is determined that this Offeror submitted a proposal that was responsible and responsive. It was further determined that this award will be the most advantageous to AHCCCS and the State of Arizona based on the evaluation factors set forth in the solicitation.

I concur with the committee's recommendation.

The final scoring sheet is incorporated into this Executive Summary as shown on the following page.

SCORING SUMMARY TO # YH26-0094					
	Max Points	Guidehouse	Mercer	Milliman	Myers and Stauffer
METHOD OF APPROACH	500	138	300	275	450
EXPERIENCE & CAPACITY	300	60	150	180	270
COST	200	49	200	110	105
TOTAL SCORE	1000	246	650	565	825

Evaluation Committee Members Attestation: We hereby attest that the points awarded to each offeror listed on this Scoring Sheet were scored in accordance with the established evaluation criteria and represent our best judgment of each offeror's proposal. As indicated by the scores and the justification in the Executive Summary, our recommendation for contract award is:

Myers and Stauffer

Signed by:

030D85F61247488...

6/3/2026

Signed by:

CBF5017A7BFD457...

6/3/2026

Signed by:

079052F4C18B4A3...

6/1/2026

Signature:

DocuSigned by:

6720D03F007E4A8...

Email:

Meggan.LaPorte@azahcccs.gov