

REQUEST FOR PROPOSALS #HCR013

TO: HEALTH PLAN CONSULTANTS

FROM: THE IDAHO LEGISLATIVE COUNCIL INTERIM COMMITTEE ON STATE EMPLOYEE GROUP INSURANCE

SUBJECT: HEALTH PLAN CONSULTANT TO THE LEGISLATIVE COUNCIL INTERIM COMMITTEE ON STATE EMPLOYEE GROUP INSURANCE

DATE: APRIL 10, 2017

The Idaho Legislature is seeking a consultant or consultants to advise and assist the Idaho Legislative Council Interim Committee on State Employee Group Insurance in recommending to the Legislature a model of health care benefits for state employees.

Background and Scope of Work

House Concurrent Resolution 61, adopted by the Second Regular Session of the Sixty-third Idaho Legislature, authorized the Legislative Council Interim Committee on State Employee Group Insurance and Benefits. The interim committee met five times between August and November of 2016, to study various approaches to employee health care plans.

House Concurrent Resolution 13, adopted by the First Regular Session of the Sixty-fourth Idaho Legislature, authorized the Legislative Council Interim Committee on State Employee Group Insurance to continue its work in paring down the many types of employee health plan models to those that would be best suited toward reducing projected health care cost increases, while also providing quality health care plans for state employees.

Additional information regarding the background and history of the Interim Committee's work may be obtained on the Legislature's web page at:

<https://legislature.idaho.gov/sessioninfo/2016/interim/segi/>

The State of Idaho employs approximately 19,000 people and provides health care coverage for approximately 46,000 lives. Employees live in urban and rural areas throughout the state. The State of Idaho currently operates under a group insurance plan that is grandfathered under the Affordable Care Act.

Consultant Requirements

1. The Health Care Plan Consultant should be experienced and knowledgeable in a wide range of health insurance and/or health care plans, to include an understanding of the Patient Protection and Affordable Care Act and other applicable federal requirements; familiarity with Idaho and other state approaches and requirements; and a broad range of types of health care plans, such as health savings accounts, high-deductible plans, accountable care organizations, direct primary care contracts, patient-centered care, fully-insured and self-insured models, and other types of integrated or coordinated care models.
2. The Health Care Plan Consultant will work with the Interim Committee and the staff of the Legislative Services Office to gather any necessary data and information from the stakeholders and from public and private sources that will assist the Interim Committee in making decisions. The Consultant will be required to meet with the Interim Committee or its co-chairs on an as-needed basis. The Consultant will be expected to begin work in May 2017, provide at least one interim progress report by mid-summer 2017 with other periodic updates and reports as requested by the Co-Chairs, and present the final work product report to the Interim Committee by Nov. 1, 2017.
3. With the goal of reducing the projected health care cost increases, while also providing quality health care plans to state employees, the Consultant shall:
 - a. Make recommendations to the Interim Committee regarding the potential structure, approach and/or an operating platform for state employee benefits. Such recommendations should include at least the following:
 - i. Continuing to operate as a fully insured entity in our current model or some modification thereof;
 - ii. Changing to a self-funded operating entity with or without exemption from Chapter 40, Title 41, Idaho Code.
 - b. Make recommendations to the Interim Committee regarding the various types of healthcare benefit plans or options, such as:
 - i. Consumer-driven plans including Health Savings Accounts and other high-deductible health plans
 - ii. Direct Primary Care options
 - iii. Options that promote beneficiary involvement, accountability and transparency
 - iv. Managed care plans;
 - v. Accountable care organization plans;

- vi. The Committee is open to considering all viable options. Therefore, make recommendations regarding other health benefit plans not listed above that meet the Interim Committee's goals and objectives. Any recommended plan should be a model of:
 - value-based provider reimbursement;
 - financial liability to be assumed by the health care delivery system to the extent possible;
 - patient-centered care with a toolbox full of tools for patient engagement, education and satisfaction; and
 - controlling costs and providing competitive benefits to state employees.
4. The Consultant's recommendations should include evidence-based implications regarding costs and workforce impacts of the available choices and recommendations.
5. In order to facilitate the consideration of the recommendations by the Interim Committee, the Consultant should review and make recommendations regarding potential changes to state statutes, rules and policies that would promote a more competitive environment, reduce regulatory burdens and decrease the costs of healthcare and providing health benefits.
6. The Consultant should consider all health care benefit arrangements, regardless of whether they would result in the loss of grandfathered status under the Affordable Care Act.

Proposal Requirements

The Health Care Plan Consultant's Proposal should include:

- 1) An explanation of the approach that the Consultant would take in communicating with the Committee, gathering and analyzing information, making recommendations and assisting the Committee in selecting the optimal health care plan model and making its recommendation to the full legislature. This should include a description of the steps that the Consultant believes the Interim Committee should take toward selecting a health care plan model for recommendation to the Legislature.

- 2) The detailed statement of the Consultant's approach to this specific project will include a breakdown of specific services the Consultant proposes to offer to the Interim Committee.
- 3) A cost estimate, broken down into segments, of the Consultant's proposed services.
- 4) Provide information regarding the Consultant's organizational structure, history, personnel, special expertise and general expertise. Individual resumes, awards, association memberships, etc., may be included.
- 5) A list of all individuals expected to be involved in this project to assist the Committee in accomplishing its objectives, including anticipated consultants or sub-consultants. Describe who will perform the various tasks, the amount of their involvement and responsibilities, and their qualifications.
- 6) A representative list of the Consultant's clients over the past five (5) years. The list should at least include those clients whose needs were or are similar and applicable to those of the Interim Committee.
- 7) A description of all Idaho projects in which the Consultant has been involved and all projects with Idaho-based clients.
- 8) A list of at least five (5) projects, with brief descriptions, including the entity for which the Consultant performed the services, which shows the ability of the Consultant to complete projects of similar scope. Experience with other state plans is desirable.
- 9) Examples of employee health care plans that the Consultant has prepared or helped to prepare.
- 10) A description of the Consultant's experience in encouraging employees to change their behavior in the treatment of chronic disease.
- 11) A description of the Consultant's experience with all health plan types, including a demonstration of the Consultant's knowledge of the benefits and drawbacks of each type of plan.
- 12) A list of three to five references of firms or clients who can provide specific information regarding your experience, effectiveness and expertise related to this project and fulfilling the goals and objectives of the Committee.

Solicitation Process

Pursuant to Idaho Code 67-5716(14), the Idaho Legislature is exempt from the procurement process established in chapter 57, title 67, Idaho Code. This Request for Proposals is governed by the process set forth below. Interested parties must submit proposals in written form and should provide twelve (12) copies of their proposal for providing health care plan services. Emailed or faxed proposals will not be accepted. **All proposals must be received by May 1, 2017, at 5:00 p.m. Mountain Time Zone.** Proposals must be submitted to and received

by Legislative Services at the address below, and questions that arise as a result of this Request for Proposals must be addressed to:

Robyn Lockett
Idaho State Capitol
Legislative Services Office
Budget & Policy Analysis Division
700 W. Jefferson St, Room C305
P.O. Box 83720
Boise, ID 83720

(208) 334-4745
rlockett@lso.idaho.gov

It is the interested party's responsibility to check for any addenda, amendments and responses to questions prior to submitting a proposal. An explanation desired by an interested party regarding the meaning or interpretation of the Request for Proposals, or any part thereof, must be requested in writing no later than three (3) days prior to the submission deadline. In the event that it becomes necessary to revise any part of this Request for Proposals or to answer questions submitted to the Interim Committee, the Interim Committee will post the addenda, amendment or response to questions at:

<https://legislature.idaho.gov/>

Information given to one interested party will be available on this site to all other interested parties if the information is necessary for the purposes of submitting a proposal or if failure to give the information would be prejudicial to uninformed parties.

The Interim Committee and its staff will review proposals and select one or more Consultants. The Interim Committee may require presentations from or interviews of the selected Consultant(s). The Interim Committee reserves the right to investigate and confirm the Consultant's representations and to contact references, both internal and external to the State of Idaho, and whether or not the Consultant has identified the party as a reference. Consultants must be aware that methods and procedures proposed could become contractual obligations. The Interim Committee may negotiate with one or more Consultants. The successful Consultant(s) will be required to sign an agreement including the state's standard terms, as modified by negotiations. Interested parties may obtain the State of Idaho Standard Terms and Conditions at the following web site:

<https://purchasing.idaho.gov/pdf/terms/Standard%20Terms%20and%20Conditions%20Jan%202017.pdf>

The Interim Committee reserves the right to reject any or all submittals received as a result of this Request for Proposals. The Interim Committee may also negotiate separately with any source in any manner. Awards will be made on the basis of submittals resulting from this Request for Proposals, investigations by the Interim Committee, and any presentations or interviews the Interim Committee may choose to conduct. The Interim Committee reserves the right to award contracts on one or more discrete segments of proposals as submitted by individual Consultants.

Pursuant to Idaho Code 74-101 et seq., information or documents received from a Consultant in response to this Request for Proposals may be open to public inspection and copying unless exempt from disclosure. Consultants shall clearly designate individual documents as "exempt" on each page of such documents and shall indicate the basis for the exemption. The Consultant shall indemnify and defend the State against all liability, claims, damages, losses, expenses, actions, attorney's fees and suits whatsoever for honoring such a designation or for the Consultant's failure to designate individual documents as exempt. The Consultant's failure to designate as exempt any document that is released by the State shall constitute a complete waiver of any and all claims for damages caused by any such release. If the State receives a request for materials claimed exempt by the Consultant, the Consultant shall provide the legal defense for such claim. The State will not accept a legend or statement on one page that all, or substantially all, of a document is exempt from disclosure.