

**Entity Name:** South Dakota State Government

**Event Number:** 9240

**Event ID:** 23RFP9240

**Event Name:** Qualified Health Plan Formulary Review

**Requested By:** Missy Schuetzle

**Created By:** Missy Schuetzle

**Due By Date:** 11/27/2023 05:00 PM Central Time

**Q&A Cutoff Date:** 10/20/2023 10:50 AM Central Time

**Invitation Type:** Invitation Only

**Assigned Commodities:** 918-69 Insurance Consulting; 953-52 Insurance and Insurance Services (Not otherwise classified); 958-61 Insurance and Risk Management Services

**Allow Supplier Terms and Conditions:** No

**Public Responses:** No

**Display Awardee:** Display

**Posting Board Status:** Published

**Event Status:** Event Under Review

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**Section #: Name:**

**1 Section 1 - 23RFP9240**

Do not submit responses through ESM Sourcing as this is for informational purposes only. Please download the attached RFP Document and follow submittal instructions.

**PURPOSE OF REQUEST FOR PROPOSAL (RFP)**

The contractor is expected to assist the Division of Insurance (DOI) in exploring compliance options and approaches to strengthen the review of qualified health plan (QHP) formulary design. South Dakota currently conducts Plan Management review of QHPs offered in the State, this includes formulary review utilizing the tools made available through CMS. The contractor shall work with the DOI to:

- i. Conduct a comprehensive review of formulary requirements as they apply to current formulary offerings in South Dakota;
- ii. Identify options, such as internal activities, training or software that could strengthen the overall formulary review.

**ISSUING OFFICE AND RFP REFERENCE NUMBER**

The Department of Labor and Regulation DOI is the issuing office for this document and all subsequent addenda relating to it, on behalf of the State of South Dakota, Bureau of Human Resources and Administration. The reference number for the transaction is RFP #23RFP9240. This number must be referred to on all proposals, correspondence, and documentation relating to the RFP.

**LETTER OF INTENT**

All interested offerors must submit a Letter of Intent to respond to this RFP.

The letter of intent should be received no later than October 31, 2023

Be sure to reference the RFP number in your letter.

The Letter of Intent shall be submitted to the DOI via email at [sdinsurance@state.sd.us](mailto:sdinsurance@state.sd.us). Please place the following in the subject line of your email: "Letter of Intent for RFP #23RFP9240".

**SCHEDULE OF ACTIVITIES (SUBJECT TO CHANGE)**

RFP Publication October 17, 2023  
Letter of Intent to Respond Due October 31, 2023  
Offeror Questions Due  
Responses to Offeror Questions October 31, 2023  
November 7, 2023  
Proposal Submission November 14, 2023  
Oral Presentations/discussions (if required) December 4-6, 2023  
Proposal Revisions (if required)  
Anticipated Award Decision/Contract Negotiation December 8, 2023

**SUBMITTING YOUR PROPOSAL**

All proposals must be completed and received in the DOI by the date and time indicated in the Schedule of Activities.

Proposals received after the deadline will be late and ineligible for consideration.

An original and three identical copies of the proposal shall be submitted.

All proposals must be signed, in ink, by an officer of the responder, legally authorized to bind the responder to the proposal, and sealed in the form intended by the respondent. Proposals that are not properly signed may be rejected. The sealed envelope should be marked with the appropriate RFP Number and Title. Proposals should be addressed and labeled as follows:

REQUEST FOR PROPOSAL ##23RFP9240  
PROPOSAL DUE : November 14, 2023  
STATE POC: Jill Kruger  
Division of Insurance  
124 S Euclid, 2nd Floor,  
Pierre SD 57501

No proposal shall be accepted from, or no contract or purchase order shall be awarded to any person, firm or corporation that is in arrears upon any obligations to the State of South Dakota, or that otherwise may be deemed irresponsible or unreliable by the State of South Dakota.

#### OFFEROR INQUIRIES

Offerors may email inquiries concerning this RFP to obtain clarification of requirements. No inquiries will be accepted after the date and time indicated in the Schedule of Activities. Inquiries must be emailed to Jill Kruger at [sdinsurance@state.sd.us](mailto:sdinsurance@state.sd.us) with the subject line "RFP ##23RFP9240".

The State will to respond to offeror's inquiries (if required) via e-mail. In addition, all inquiries and the State's response will be posted on the state's e-procurement system. Offerors may not rely on any other statements, either of a written or oral nature, that alter any specification or other term or condition of this RFP. Offerors will be notified in the same manner as indicated above regarding any modifications to this RFP.

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## Terms and Conditions

### ESM Sourcing Terms

None

### General Terms and Conditions

None

### Event Specific Terms and Conditions

Please see attached RFP document.