

## ODM Interview Request Process

### Overview:

As a part of **ODMR-2021-0015 Single Pharmacy Benefit Manager (PBM) Request for Information (RFI)**, the Ohio Department of Medicaid (ODM) is offering a venue for ODM to learn about state and market pharmacy trends, PBM structural concepts, PBM-industry information relevant to the procurement of a single pharmacy benefit manager, and clarification of and elaboration on information provided in responses to Requests for Information that will assist ODM in structuring and preparing for its procurement of a single pharmacy benefit manager.

**Note:** Interviews do NOT replace the competitive procurement process or requirements.

### Process

1. Interested parties must complete the Request for Interview Form located on the ODM website, [ODM Request for Interview](#) and submit it to the Office of Contracts and Procurement (OCP) email box, [ODM\\_Procurement@medicaid.ohio.gov](mailto:ODM_Procurement@medicaid.ohio.gov). All requests must be received on or before 4 p.m. on November 14, 2019 to be considered. This request must be submitted solely in conjunction with the RFI as advertised.
2. Any Requests for Interviews not corresponding to the noted RFI will not be considered. All other requests must be submitted via ODM's 3<sup>rd</sup> Party Resource Day (3PRD) process or pursuant to another specific procurement. Details about 3PRD can be found on the ODM website, [ODM 3rd Party Resource Day Process](#).
3. OCP will acknowledge receipt of the request and will notify interested parties of ODM's decision to accept or decline an interview request.
4. Submission of a response to the RFI is not required to request an interview.
5. ODM will endeavor to accommodate as many requests as possible for interviews. Selection for interviews will be at ODM's sole discretion and will be based on the number of requests, time available, whether a proposed topic is duplicative of other requests, and the value to the agency as determined by ODM.
6. Attendance at an interview will neither increase nor decrease any Respondent's or Interested Party's chance of being awarded a contract from a subsequent solicitation by ODM.
7. ODM will contact the selected parties to schedule interviews during the timeline noted in the RFI.
8. ODM may request interviews with Respondents that submit an RFI response even if they do not request an interview. Accepting or declining will in no way increase nor decrease any Respondent's chance of being awarded a contract from a subsequent solicitation by ODM.
9. The interviews will allow 45 minutes for presentations and 15 minutes for ODM questions.
10. Interviews shall not exceed 60 minutes.
11. Interviews will be held on-site at ODM, 50 W Town Street Columbus, OH 43215.
12. Virtual presentations will be allowed but require one on-site representative.
13. ODM does not allow external recordings of presentations.
14. All parties will be required to sign in with security.
15. ODM reserves the right, at its sole discretion, to reject any Request for Interview.
16. Interested parties may also submit a supplement statement with their Request for an Interview, of up to 2 pages in length. Supplement statements received are deemed to be public records pursuant to ORC § 149.43. The supplement statements shall become property of ODM.
17. ODM is not responsible for requests incorrectly addressed or sent to any email other than the email address specified above.
18. Interviews will be attended by ODM staff, ODM contractors, and partner agency staff as authorized by ODM.

## Expectations for Interviews

Participants will be expected to follow the procedures and timelines put in place by ODM. All participants are expected to follow the Ohio ethics and conflict of interest laws.

### Allowable topics:

- Recommendations specific to ODMR-2021-0015 Single PBM RFI;
- Ideas for the structural aspects of the Single PBM;
- Clarification of and elaboration on information provided in a response to a Request for Information;
- Market trends and examples from other state PBM projects; and
- Any information regarding the ODM Single PBM project that is publicly available.

### Topics that will not be discussed, include but are not limited to the following:

- ODM's planning or intent for structural or design components for the PBM procurement;
- Any information related to ODM that is not publicly available;
- Any ODM or state procurement not related to ODMR-2021-0015 Single PBM RFI; and
- Questions about upcoming contract work Medicaid is seeking to procure.

### RFI Interview Timeline:

11/14/2019	All Requests for Interviews must be received by 4:00 p.m.
11/18/2019 – 11/22/2019	ODM may interview Interested Parties and/or request written clarifications of responses to RFIs.

### Additional Vendor Resources:

- [ODM's Current RFP/Solicitations](#)
- [Ohio Shared Services](#)
- [Ohio Department of Administrative Services Business Certification Programs](#)