DATE: October 5, 2023

TO: RFP Offerors

FROM: Meggan LaPorte, AHCCCS Chief Procurement Officer

SUBJECT: Oral Presentation Schedule and Instructions

As required in the ALTCS E/PD RFP YH24-0001, Section H, Instructions to Offerors, Paragraph 20 Submission Requirements:

> Offerors shall participate in a scheduled oral presentation pertaining to key areas of the ALTCS E/PD Program. Oral presentations will be in-person; however, AHCCCS reserves the right to change from in-person oral presentations to use of a virtual format. Should AHCCCS change to the use of a virtual format for oral presentations, all Offeror's participants may be required to be in attendance in one room and on video for the duration of the oral presentation session and all requirements below shall apply.
>
> All oral presentations will be scheduled to occur during the weeks of October 23 and October 30, 2023. Presentations may be audio-taped by AHCCCS for the Agency's use in the evaluation process. Audio-taped oral presentations will be published on the AHCCCS website once the Contract awards have been made. AHCCCS will notify each Offeror of its scheduled presentation.
>
> 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 individuals with expertise in:
>
> - Medical Management,
> - Case Management, and
> - Quality Management
>
> The Offeror will not be permitted to distribute previously prepared presentations or materials to AHCCCS. The Offeror may bring a laptop for accessing and referencing materials including but not limited to policies and procedures. The Offeror will not be permitted to utilize a laptop for presenting Oral Presentations. Additionally, the Offeror shall supply its own internet connection. Cell phones are not allowed in the room; therefore, the Offeror shall not rely on utilization of a cell phone for internet connection. Outside communication (e.g., cell phones, instant messaging, email, text messaging) is prohibited for the duration of the oral presentations. The Offeror is also permitted to utilize any hard copy reference material brought with them. AHCCCS will provide a whiteboard or flip charts and markers for Offeror use in preparing for the Oral Presentation.

Additionally, per RFP Section H, Instructions to Offerors, Paragraph 20 Submission Requirements, the Offeror was required to submit with its Proposal a list of names and titles along with resumes of the participating individuals.

AHCCCS will have staff in the room at all times for the oral presentation process, including during presentation preparation to ensure compliance with these requirements.

Please plan on dedicating up to four hours to complete the Oral Presentation process for each presentation.

ORAL PRESENTATION SCHEDULE

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

OFFEROR: Arizona Physicians IPA, Inc.

DATE OF ORAL PRESENTATION: October 24, 2023

TIME OF ORAL PRESENTATION: 9:00 am - 1:00 pm

LOCATION OF ORAL PRESENTATION: AHCCCS
801 E Jefferson Street
Arizona Room, Fourth Floor
Phoenix, Arizona 85034

Confirming that the following staff have been identified:

- Jean Kalbacher – Chief Executive Officer
- Stephen D. Chakmakian, D.O. – Chief Medical Officer
- Heidi Kemmer – Chief Operating Officer
- Francine Pechnik – Executive Director, Long-Term Care
- Toby Hall – Vice President, Quality Management
- Della Wood – Behavioral Health Coordinator

In the event one of the above staff becomes unavailable, please notify us immediately and provide the alternative staff including their name, position, and their resume.

If you have any notifications or questions regarding this letter please contact Meggan LaPorte, AHCCCS Chief Procurement Officer at RFPYH24-0001@azahcccs.gov.

Sincerely,

MLaPorte

Meggan LaPorte
AHCCCS Chief Procurement Officer