

**Indiana Department of Administration
On Behalf Of
Indiana Family and Social Services Administration, Office
of Medicaid Policy & Planning**

**Request for Proposal 19-053
Pharmacy Benefits Management (PBM) Services**

Pre-Proposal Conference

January 8th, 2019
10:00 AM

Sean Cooper

Indiana Department of Administration



Agenda

- General Information
- Purpose of RFP
- Term of the Contract
- Key Dates
- Project Background
- Scope of Work
- Business Proposal, Technical Proposal, Cost Proposal
- Proposal Preparation & Proposal Evaluation
- Minority and Women's Business Enterprises (M/WBE)
- Indiana Veteran Owned Small Business (IVOSB)
- Additional Information
- Question and Answer Session

Indiana Department of Administration



General Information

- Sign-In Sheet for Attendees
- Sign-In Sheet and PowerPoint will be posted on IDOA's Solicitation Website
- Hold questions until the end of the presentation
 - *Any verbal response is not considered binding; respondents are encouraged to submit any question formally in writing if it affects the proposal that will be submitted to the state.*



Purpose of the RFP

- The purpose of this RFP is to select a Contractor to be responsible for all facets of the day-to-day operational administration of the pharmacy benefit for the Indiana Health Coverage Programs (IHCP), including adjudication and payment of pharmacy claims, call center operations, prior authorizations, auditing of pharmacies and rate setting
- The PBM system implemented by the Contractor shall be hosted by the Contractor and will interface with the State systems as required by this RFP



Term of the Contract

- The State intends to sign up to two contracts with one Contractor to fulfill the requirements in this RFP
- The first contract will be for the design, development and implementation of the PBM system. The term of this contract shall not be greater than fifteen (15) months
- The second contract will be for the maintenance and operation of the implemented system and the associated PBM services contemplated by the SOW. The term of this contract shall be for a period of four (4) years from the date of contract execution. There may be two (2) one-year renewals for a total of six (6) years at the State's option



Key Dates

Activity	Date
Issue of RFP	12/17/2018
Pre-Proposal Conference	1/8/2019
Deadline to Submit Written Questions	1/11/2019
Response to Written Questions/RFP Amendments	2/1/2019
Intent to Respond Form Due	2/8/2019
Submission of Proposals	2/25/2019
<i>The dates for the following activities are target dates only. These activities may be completed earlier or later than the date shown.</i>	
Proposal Evaluation	TBD
Proposal Discussions/Clarifications (if necessary)	TBD
Oral Presentations (if necessary)	TBD
Best and Final Offers (if necessary)	TBD
RFP Award Recommendation	June 2019



Project Background

- At the time of the release of this RFP, the State believes that there are three pharmacy benefit administration scenarios that could potentially meet the interests of the State of Indiana and the Medicaid beneficiaries served by the State
- The State has not elected for any one of the three possible scenarios at this time and instead looks to the respondents to this RFP for guidance and recommendations in that regard



Project Background

Scenario 1: “Status Quo”

- The “status quo” is that the pharmacy benefit is in large part “carved in” to the MCEs under a capitated arrangement
- The MCEs (and their contractors) process and pay pharmacy claims, contract for their own network of pharmacy providers, have their own individual PDLs/formularies, etc.
- Recent developments include the return to the State (i.e., “carve out”) of the responsibility for certain drugs/drug classes, a situation that may continue as appropriate circumstances warrant



Project Background

Scenario 2: “Single PDL”

- The State’s intent under this possible scenario is that the MCEs and FFS would all utilize a common PDL
- The purposes of the “Single PDL” scenario would be to bring uniformity to the administration of the MCEs pharmacy benefits, to ensure that Medicaid beneficiaries all have the same and equal access to pharmacy benefits, irrespective of the MCE in which they are enrolled, and to minimize to the greatest extent any administrative burden on the part of both physician and pharmacy providers
- The successful bidder will manage the development and maintenance of the single PDL



Project Background

Scenario 3: “Carve Out”

- It is the converse situation to the “Status Quo” scenario that currently exists and is briefly described above
- In its simplest form, the “Carve Out” scenario means that the State reimburses pharmacy providers for claims (both D.0 and CMS-1500 formats) for pharmacy services they render, while the MCEs retain responsibility for physician-administered drugs
- The successful bidder will experience a significantly higher volume of claims, inquiries, audits, and other operational functions in this scenario



Scope of Work

(Attachment D)

- The Scope of Work details the Contractor's duties and responsibilities
- The Scope of Work will be the basis of the contract between the State and the awarded Respondent
- The Respondent shall closely reference the Scope of Work when preparing their Technical Proposal (Attachment G)



Business Proposal

(Attachment F)

- **Company Financial Information (Section 2.3.3)**
 - Confidential information must be kept separate from the proposal in the electronic copies. IDOA recommends sending a “public” file that has the confidential information redacted (may be in PDF format) and a “final” file that includes all required information (must be in format provided)
- **Contract Terms (Section 2.3.5)**
 - Respondent should review the sample State contract (Attachment B) and note exceptions to State non-mandatory clauses in Business Proposal. The Respondent should accept the mandatory clauses in the Business Proposal and Transmittal Letter
- **References (2.3.6)**
 - The Respondent must include a list of at least three (3) clients for whom the Respondent has performed similar services for



Technical Proposal

(Attachment G)

- Please answer all questions in the Instructions we have provided for you. Your response should follow the structure listed in the Technical Proposal Instructions
- The Technical Proposal should be limited to 200 pages, including any embedded graphics or charts
- Attachments and exhibits (including resumes/CVs) may be provided in a separate file which will not count towards the page limit; however, the Technical Proposal must contain an adequate description of the contents
- It is the State's preference that the Technical Proposal components be submitted as single documents

Indiana Department of Administration



Cost Proposal

(Attachment E)

- Please complete the template provided for the Cost Proposal by populating ONLY the yellow shaded cells
- Cost scores will then be calculated, based on the lowest cost proposal evaluated. The lowest cost proposal receives a total of 35 points. The normalization formula is as follows:

$$\text{Respondent's Cost Score} = (\text{Lowest Cost Proposal} / \text{Total Cost of Proposal}) \times 35$$

- Please note that the Cost Proposal Template solicits pricing for all three pharmacy benefit administration scenarios, but the “Status Quo” pricing will be the pricing set evaluated
- In addition, the Respondent should provide a brief narrative in support of the Cost Proposal, as well as a document that details any special cost assumptions, conditions, and/or constraints relative to, or which impact, the prices presented on the Cost Schedules

Indiana Department of Administration



Proposal Preparation

- Buy Indiana, Business Proposal (2.3.14)
 - Buy Indiana Status shall be finalized by proposal due date
 - There are 5 definitions, details provided in the RFP document
 - **Email confirmation included in proposal from buyindianainvest@idoa.in.gov (See section 2.7)**
 - This is required for any of the 5 criteria
- Indiana Economic Impact, Attachment C
 - The state defines FTE as a measurement of an employee's productivity on a specific project or contract. An FTE of 1 would mean that there is one worker fully engaged on a project
 - Example: If a Respondent has 5 full time employees and is bidding on its 5th contract, and all contracts get an equal amount of commitment from the employees then each employee commits 20% of his or her time to the new contract:
 - $0.2 \times 5 \text{ employees} = 1 \text{ FTE}$.



Proposal Preparation

- When submitting your response, please create a separate electronic folder for each component to which you are responding. This folder should contain all of the pertinent files for only that component, e.g., MWBE forms, Transmittal Letter, Business Proposal, etc.



Proposal Preparation

- Attachment E (Cost Proposal) and Attachment F (Business Proposal) must be returned in Excel
- Attachment G (Technical Proposal) shall closely follow the Technical Proposal Instructions
- Do not alter any templates, forms, or files
- Submit all questions using template provided via email using the Q&A Template (Attachment H) to rfp@idoa.IN.gov by January 11th, 2019



Proposal Evaluation

Summary of Evaluation Criteria:

Criteria	Points
1. Adherence to Mandatory Requirements	Pass/Fail
2. Management Assessment/Quality (Business and Technical Proposal)	40 available points
3. Cost (Cost Proposal)	35 available points
4. Indiana Economic Impact	5 points
5. Buy Indiana	5 points
6. Minority Business Enterprise Subcontractor Commitment	5 (1 bonus point is available, see Section 3.2.6)
7. Women Business Enterprise Subcontractor Commitment	5 (1 bonus point is available, see Section 3.2.6)
8. Indiana Veteran Owned Small Business Subcontractor Commitment	5 (1 bonus point is available, see Section 3.2.7)
Total	100 (103 if bonus awarded)

Legend

- Mandatory Requirements
- MAQ and Cost Scores
- Preference Scores

Indiana Department of Administration



Minority and Women's Business Enterprises

Mission/Vision

- Promote, monitor, and enforce the standards for certification of minority and women's business enterprises
- Provide equal opportunity to minority and women enterprises in the state's procurement and contracting process

Nondiscrimination and Antidiscrimination Laws

- Pursuant to Indiana Civil Rights Law, specifically IC §22-9-1-10, every state contract shall contain a provision requiring the contractor and subcontractors to not discriminate against any employee or applicant with respect to Protected Characteristics



Minority and Women's Business Enterprises

Contact Information

- Phone: 317-232-3061
- E-mail: mwbecompliance@idoa.in.gov
- Web: www.in.gov/idoa/mwbe

Complete Attachment A, MWBE Form

- Include sub-contractor letter of commitment

Goals for Proposal

- 8% Minority Business Enterprise
- 8% Women's Business Enterprise



**ATTACHMENT A
MINORITY & WOMEN'S BUSINESS ENTERPRISES RFP SUBCONTRACTOR
COMMITMENT FORM**

In accordance with 25 IAC 5-5, the Respondent is expected to submit with its proposal a Minority & Women's Business Enterprises RFP Subcontractor Commitment Form. The Form must show that there are, participating in the proposed contract, Minority Business Enterprises (MBE) and Women Business Enterprises (WBE) listed in the Minority and Women's Business Enterprises Division (Division) directory of certified firms located at <http://www.in.gov/idoa/2352.htm>.

If participation is met through use of vendors who supply products and/or services directly to the Respondent, the Respondent must provide a description of products and/or services provided that are directly related to this proposal and the cost of direct supplies for this proposal. Respondents must complete the Subcontractor Commitment Form in its entirety. The amount entered in "TOTAL BID AMOUNT" should match the amount found under the heading "Grand Total" on the Cost Summary tab in Attachment E, Cost Proposal.

Failure to meet these goals will affect the evaluation of your Proposal. The Department reserves the right to verify all information included on the MWBE Subcontractor Commitment Form.

Prime Contractors must ensure that the proposed subcontractors meet the following criteria:

- Must be listed on the IDOA Directory of Certified Firms, on or before the proposal due date
- Prime Contractor must include with their proposal the subcontractor's M/WBE Certification Letter provided by IDOA, to show current status of certification.
- Each firm may only serve as one classification – MBE, WBE, or IVOSB (see section 1.22)
- A Prime Contractor who is an MBE or WBE must meet subcontractor goals by using other listed certified firms. Certified Prime Contractors cannot count their own workforce or companies to meet this requirement.
- Must serve a Valuable Scope Contribution (VSC). The firm must serve a value-added purpose on the engagement, as confirmed by the State.
- Must provide goods or service only in the industry area for which it is certified as listed in the directory at <http://www.in.gov/idoa/2352.htm>
- Must be used to provide the goods or services specific to the contract
- National Diversity Plans are generally not acceptable

**MINORITY & WOMEN'S BUSINESS ENTERPRISES RFP SUBCONTRACTOR LETTER OF
COMMITMENT (MWBE)**

A signed letter(s), on company letterhead, from the MBE and/or WBE must accompany the MWBE Subcontractor Commitment Form. Each letter shall state and will serve as acknowledgement from the MBE and/or WBE of its subcontract amount, a description of products and/or services to be provided on this project, and approximate date the subcontractor will perform work on this contract. The MBE and/or WBE subcontractor amount and subcontractor percentage is only based on the initial term of the contract, unless the products and/or services are needed beyond the initial term. The State may deny evaluation points if the letter(s) is not attached, not on company letterhead, not signed and/or does not reference and match the subcontract amount, subcontract amount as a percentage of the "TOTAL BID AMOUNT" and the anticipated period that the Subcontractor will perform work for this solicitation.

By submission of the Proposal, the Respondent acknowledges and agrees to be bound by the regulatory processes involving the State's M/WBE Program. Questions involving the regulations governing the MWBE Subcontractor Commitment Form should be directed to: Minority and Women's Business Enterprises Division at (317) 232-3061 or <http://www.in.gov/idoa/2352.htm>.

Page 1 of 2



Minority and Women's Business Enterprises

Prime contractors must ensure that the proposed subcontractors meet the following criteria:

- Are listed in the IDOA Directory of Certified Firms, on or before the proposal due date, national diversity plans are generally not accepted. The directory can be found here: <http://www.in.gov/idoa/mwbe/2743.htm>
- **Serve a Valuable Scope Contribution (VSC) on the engagement, as confirmed by the State.**
- Provide the goods or services specific to the contract and within the industry area for which it is certified



Minority and Women's Business Enterprises

Prime contractors should note the following:

- Subcontractors' MBE/WBE Certification Letter, provided by IDOA, must accompany the proposal to show current status of certification.
- Each firm may only serve as one classification – MBE, WBE, or IVOSB (see section 1.22)
- Pursuant to 25 IAC 5-6-2(b)(d), a Prime Contractor who is a MBE or WBE must meet subcontractor goals by using other listed certified firms. Certified Prime Contractors cannot count their own workforce or companies to meet this requirement.



STATE OF INDIANA MBE/WBE SUBCONTRACTOR COMMITMENT FORM

RFP# 19-053

DUE DATE: 2/25/2019

TOTAL BID AMOUNT:

<input type="checkbox"/> MBE Firm <input type="checkbox"/> WBE Firm		Contact Person:	
Company Name:		E-mail:	
Address:		Telephone Number:	Fax Number:
		()	()
Sub-Contract Amount:		Describe service/product to be provided and <u>how this is a Valuable Scope Contribution of the Contract:</u>	
Sub-Contract Percentage of Total Bid:			
Provide approximate dates when Sub-Contractor will perform on this project:			

<input type="checkbox"/> MBE Firm <input type="checkbox"/> WBE Firm		Contact Person:	
Company Name:		E-mail:	
Address:		Telephone Number:	Fax Number:
		()	()
Sub-Contract Amount:		Describe service/product to be provided and <u>how this is a Valuable Scope Contribution of the Contract:</u>	
Sub-Contract Percentage of Total Bid:			
Provide approximate dates when Sub-Contractor will perform on this project:			

Respondent Firm	Telephone Number
Address	Fax Number
City/State/Zip Code	Email Address
Representative	Authorizing Signature
Date	Printed Name and Title

Please check if additional forms are attached.
Page _____ of _____

FORM MUST BE COMPLETED IN ITS ENTIRETY WITH COMPLETED LETTERS OF COMMITMENT.

Page 2 of 2



Minority and Women's Business Enterprises

STATE OF INDIANA MBE/WBE SUBCONTRACTOR COMMITMENT FORM

RFP# 19-053

DUE DATE: 2/25/2019

TOTAL BID AMOUNT:

<input type="checkbox"/> MBE Firm <input type="checkbox"/> WBE Firm			
Company Name:		Contact Person:	
Address:		E-mail:	
		Telephone Number: ()	Fax Number: ()
Sub-Contract Amount:		<u>Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract:</u>	
Sub-Contract Percentage of Total Bid:			
Provide approximate dates when Sub-Contractor will perform on this project:			

Indiana Department of Administration



Minority and Women's Business Enterprises

- **Effective August, 2014, a new MWBE scoring methodology will be utilized for all RFP's released**
- **New Process** - MWBE scoring is conducted based on 10 points plus a possible 2 bonus points scale
 - MBE: Possible 5 points + 1 bonus point
 - WBE: Possible 5 points + 1 bonus Point
- **Professional Services Scoring Methodology:**

- The points will be awarded on the following schedule:

%	1%	2%	3%	4%	5%	6%	7%	8%
Pts.	.625	1.25	1.875	2.5	3.125	3.75	4.375	5.0

- Fractional percentages will be rounded up or down to the nearest whole percentage
- If the respondent's commitment percentage is rounded down to 0% for MBE or WBE participation the respondent will receive 0 points.
- Submissions of 0% participation will result in a deduction of 1 point in each category
- The highest submission which exceeds the goal in each category will receive 6 points (5 points plus 1 bonus point). In case of a tie both firms will receive 6 points



Indiana Veteran Owned Small Business

Contact Information

- Phone: 317-232-3061
- E-mail: Indianaveteranspreference@idoa.in.gov
- Web: www.in.gov/idoa/2862.htm

Complete Attachment A1, IVOSB Form

- Include sub-contractor letters of commitment

Goals for Proposal

- 3% Veteran Business Enterprise



**ATTACHMENT A1
INDIANA VETERAN OWNED SMALL BUSINESS RFP SUBCONTRACTOR
COMMITMENT FORM**

In accordance with Section 1.22 of RFP 19-053, the Respondent is expected to submit with its proposal an Indiana Veteran Owned Small Business (IVOSB) RFP Subcontractor Commitment Form. The Form must show that these are, participating in the proposed contract, Indiana Veteran Owned Small Business(es) listed in the [VA OSDBU](#) registry, or listed on the IDOA Directory of Certified Firms that conform to the IVOSEB rules as laid out at <http://www.in.gov/idoa/2862.htm>.

If participation is met through use of vendors who supply products and/or services directly to the Respondent, the Respondent must provide a description of products and/or services provided that are directly related to this proposal and the cost of direct supplies for this proposal. Respondents must complete the Subcontractor Commitment Form in its entirety. The amount entered in "TOTAL BID AMOUNT" should match the amount found under the heading "Grand Total" on the Cost Summary tab in Attachment E, Cost Proposal.

Failure to address these goals may affect the evaluation of your Proposal. The Department reserves the right to verify all information included on the IVOSEB Subcontractor Commitment Form.

Prime Contractors must ensure that the proposed subcontractors meet the following criteria:

- Must be listed on Federal Center for Veterans Business Enterprise ([VA OSDBU](#)) registry or listed on the IDOA Directory of Certified Firms, on or before the proposal due date
- Prime Contractor must include with their proposal the subcontractor's veteran business Certification Letter provided by either IDOA or Federal Govt. ([VA OSDBU](#)), to show current status of certification.
- Each firm may only serve as one classification – MBE, WBE (see Section 1.21) or IVOSEB
- A Prime Contractor who is an IVOSEB must meet subcontractor goals by using other listed certified firms. Certified Prime Contractors cannot count their own workforce or companies to meet this requirement.
- Must serve a Valuable Scope Contribution (VSC). The firm must serve a value-added purpose on the engagement, as confirmed by the State.
- Must provide goods or service only in the industry area for which it is certified as listed in the [VA OSDBU](#) or IDOA Certified Firm directories, <http://www.in.gov/idoa/2352.htm>
- Must be used to provide the goods or services specific to the contract

**INDIANA VETERAN OWNED SMALL BUSINESS RFP SUBCONTRACTOR LETTER OF
COMMITMENT**

A signed letter(s), on company letterhead, from the IVOSEB must accompany the IVOSEB Subcontractor Commitment Form. Each letter shall state and will serve as acknowledgement from the IVOSEB of its subcontract amount, a description of products and/or services to be provided on this project, and approximate date the subcontractor will perform work on this contract. The IVOSEB subcontractor amount and subcontractor percentage is only based on the initial term of the contract, unless the products and/or services are needed beyond the initial term. The State reserves the right to deny evaluation points if the letter(s) is not attached. The State may deny evaluation points if the letter(s) is not attached, not on company letterhead, not signed and/or does not reference and match the subcontract amount, subcontract amount as a percentage of the "TOTAL BID AMOUNT" and the anticipated period that the Subcontractor will perform work for this solicitation.

By submission of the Proposal, the Respondent acknowledges and agrees to be bound by the regulatory processes involving the State's IVOSEB Program. Questions involving the regulations governing the IVOSEB Subcontractor Commitment Form should be directed to: indianaveteranspreference@idoa.in.gov.



Indiana Veteran Owned Small Business

Prime contractors should note the following:

- Pursuant to 25 IAC 9-4-1(c), a Prime Contractor who is an IVOSB can use their own workforce to count toward the goal.
- Prime contractor and/or subcontractors' Certification Letter(s), provided by IDOA or VA OSDBU, must accompany the proposal to show current status of certification.
- Each firm may only serve as one classification – MBE, WBE, or IVOSB (see section 1.22).



Indiana Veteran Owned Small Business

Prime contractors must ensure that the proposed subcontractors meet the following criteria:

- Must be listed on Federal Center for Veterans Business Enterprise ([VA OSDBU](#)) registry or listed on the IDOA Directory of Certified Firms, **on or before** the proposal due date.
- **Serve a Valuable Scope Contribution (VSC) on the engagement, as confirmed by the State.**
- Provide the goods or services specific to the contract and within the industry area for which it is certified

Indiana Department of Administration



STATE OF INDIANA IVOSB SUBCONTRACTOR COMMITMENT FORM

RFP# 19-053

DUE DATE: 2/25/2019

TOTAL BID AMOUNT:

Company Name:	Contact Person:	
Address:	E-mail:	
	Telephone Number: ()	Fax Number: ()
Sub-Contract Amount:	Describe service/product to be provided and <u>how this</u>	
Sub-Contract Percentage of Total Bid:	is a Valuable Scope Contribution of the Contract:	
Provide approximate dates when Sub-Contractor will perform on this project:		

Company Name:	Contact Person:	
Address:	E-mail:	
	Telephone Number: ()	Fax Number: ()
Sub-Contract Amount:	Describe service/product to be provided and <u>how this</u>	
Sub-Contract Percentage of Total Bid:	is a Valuable Scope Contribution of the Contract:	
Provide approximate dates when Sub-Contractor will perform on this project:		

Respondent Firm	Telephone Number
Address	Fax Number
City/State/Zip Code	Email Address
Representative	Authorizing Signature
Date	Printed Name and Title

Please check if additional forms are attached.
Page _____ of _____

FORM MUST BE COMPLETED IN ITS ENTIRETY WITH COMPLETED LETTERS OF COMMITMENT.



Indiana Veteran Owned Small Business

STATE OF INDIANA IVO SB SUBCONTRACTOR COMMITMENT FORM

RFP# 19-053

DUE DATE: 2/25/2019

TOTAL BID AMOUNT:

Company Name:	Contact Person:	
Address:	E-mail:	
Sub-Contract Amount: Sub-Contract Percentage of Total Bid:	Telephone Number: () ()	Fax Number: () ()
	Describe service/product to be provided and <u>how this is a Valuable Scope Contribution of the Contract:</u>	
Provide approximate dates when Sub-Contractor will perform on this project:		



Indiana Veteran Owned Small Business

- **New Process** - IVOSB scoring is conducted based on 5 points plus a possible 1 bonus point scale
 - IVOSB: Possible 5 points + 1 bonus point

- **Professional Services Scoring Methodology:**

- The points will be awarded on the following schedule:

%	0%	0.6%	1.2%	1.8%	2.4%	3%
Pts.	-1	1	2	3	4	5

- Fractional points will be awarded based upon a graduated scale between whole points. (e.g. a 0.3% commitment will receive .5 points and a 1.5% commitment will receive 2.5 points)
- Submissions of 0% participation will result in a deduction of 1 point in each category
- The highest submission which exceeds the goal in each category will receive 5 points (5 points plus 1 bonus point). In case of a tie both firms will receive 6 points



IDOA Subcontractor Scoring

RFP MBE/WBE/IVOSB Scoring Example

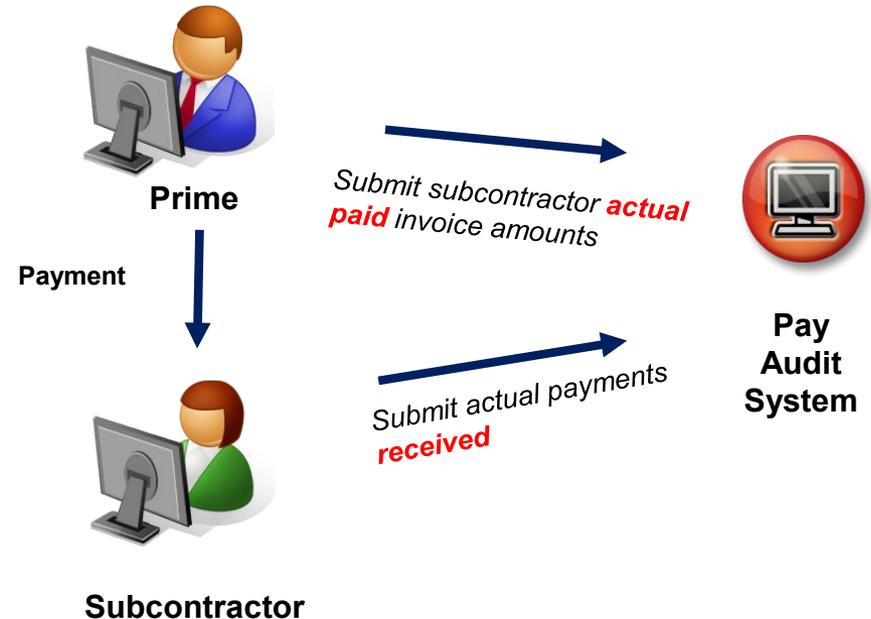
Bidder	MBE %	Pts.	WBE %	Pts.	IVOSB %	Pts.	Total Pts.
Bidder 1	12.0%	5.0	10.0%	6.0	3.5%	6.0	17.00
Bidder 2	6.0%	3.75	4.0%	2.5	1.8%	3.0	9.25
Bidder 3	8.0%	5.0	8.0%	5.0	3.0%	5.0	15.00
Bidder 4	16.0%	6.0	0.2%	0.0	0.6%	1.0	7.00
Bidder 5	0.0%	-1.0	0.0%	-1.0	0.0%	-1.0	-3.00



Subcontractor Compliance

Pay Audit System

- Tool utilized to monitor the state's diversity spend for subcontractors
- Selected primes and subcontractors are required to report payments submitted or received through this web-based tool
- Based on contract terms payments should be reported monthly or quarterly
- **Questions?** Contact Division of Supplier Diversity
 - mwbecompliance@idoa.in.gov
 - www.in.gov/idoa/mwbe/payaudit.htm



Additional Information

IDOA PROCUREMENT LINKS AND NUMBERS

<http://www.in.gov/idoa/2354.htm>

1-877-77BUYIN (8946) For Vendor Registration Questions

<http://www.in.gov/idoa/2464.htm>

For Inquiries Regarding Substantial Indiana Economic Impact

- A. <http://www.in.gov/idoa/2467.htm>
Link to the developing “one stop shop” for vendor registry with IDOA and Secretary of State.
- B. Secretary of State of Indiana:
Can be reached at (317) 232-6576 for registration assistance. www.in.gov/sos
- C. See Vendor Handbook:
Online version available at http://www.in.gov/idoa/files/vendor_handbook.doc
- D. Minority and Women Owned Business Enterprises:
[http://www.in.gov/idoa/files/Certification_List\(48\).xls](http://www.in.gov/idoa/files/Certification_List(48).xls) for table of IDOA certified MBEs and WBEs. For more WBE’s information <http://www.in.gov/idoa/2352.htm>
- E. Veteran Owned Small Business Program:
<https://www.vip.vetbiz.gov/> for a search of certified IVOSB’s. For more IVOSB’s information <http://www.in.gov/idoa/2862.htm>
- F. RFP posting and updates:
Go to <http://www.in.gov/idoa/2354.htm> (select “State of Indiana Opportunities” link)
Drag through table until you find desired RFP/RFI number on left-hand side and click the link.

Indiana Department of Administration



Questions

Any verbal response is not considered binding; respondents are encouraged to submit any question formally in writing if it affects the proposal that will be submitted to the state



Thank You

Mark Hempel

mhempel@idoa.IN.gov

Indiana Department of Administration

