



## **SCHOOL EMPLOYEES RETIREMENT SYSTEM OF OHIO**

300 E. BROAD ST., SUITE 100, COLUMBUS, OHIO 43215-3746

614-222-5853 • Toll-Free 800-878-5853 • [www.ohsers.org](http://www.ohsers.org)

### **Request for Proposal – PBM Auditing Services Questions Submitted to SERS**

Submissions have been combined into composite questions in cases where multiple potential bidders submitted similar questions. Some questions have been edited for clarity.

#### **Question 1: Who is the incumbent vendor and what is the timing of that current contract? How long have they been providing services?**

Answer: Sagebrush Analytic Solutions was the incumbent vendor. The Scope of Services included three audit periods, the last audit included claims from plan years 2022 and 2023. A kickoff call with a Scope document was sent out March 5, 2024 with the final report being received on February 18, 2025. Sagebrush has been auditing the SERS PBM benefits for the past six years.

#### **Question 2: What is the fee structure from the last audit and how was it billed? What about separate charges?**

Answer: Fees are broken down by a combination of task category, estimated hours multiplied by hourly rate for the specific person(s) performing tasks. The Plan would prefer a flat rate per audit period with hourly rates for any agreed upon ad hoc services. See Appendix A, Section E for cost details. Any out-of-scope services performed by Auditor prior to the Plan's written consent will not be billable to the Plan.

#### **Question 3: Was there a prior RFP and when. Were there multiple bidders?**

Answer: The Plan generally issues an RFP every six years to perform 3 separate audit periods. There have been multiple bidders on these RFPs. The last RFP was released February 7, 2020.

#### **Question 4: Did the incumbent get direct data access from ESI or did the Plan have to coordinate? Did they perform a true onsite rebate contract/invoice validation or rely on summary reporting?**

Answer: The incumbent received a claims data file from ESI for each audit period. The Plan would prefer that the rebate portion of the audit be performed onsite.

#### **Question 5: Does vendor need to be licensed/registered to do business in Ohio to contract?**

Answer: Yes. The Plan would expect the vendor to be legally able to do business in Ohio at the time of the contract.

**Question 6: Can the vendor use subcontractors for portions of the audit scope and if so, what are the disclosures and approval requirements?**

Answer: Yes, a subcontracted vendor can be used for a portion of the audit. This specific information should be outlined in the vendor's proposed services. Please refer to RFP Appendix D, Terms and Conditions regarding subcontractor details in accordance with HIPPA and PHI guidelines.

**Question 7: Should the proposal include a copy of Appendix D and E or simply a statement that the proposers reviewed the documents? (pg. 8 D3)**

Answer: It is not necessary to include a copy. A statement that the information was reviewed and understood should be included or any issues that the vendor might have with the language.

**Question 8: Does SERS have a specific sample size or parameters in mind regarding the Auditor's sampling methodology of how vendor calculates performance measures. (Appendix A.C.3)**

Answer: The auditor should determine the appropriate sample size and parameters required to ensure valid conclusions regarding financial and procedural accuracy.

**Question 9: Does the Plan have plans for any significant plan changes during the period covered by these audits, such as point-of-sale rebates or manufacturer copay assistance programs?**

Answer: No.

**Question 10: Does the Plan have any specific guarantees or areas that it considers important for guarantee? Are there pre-defined standards (Appendix A.F)**

Answer: There are no pre-defined standards for guarantees. Some examples include turnaround times, regular communication updates, or possible fees at risk if there is a delay on behalf of the auditor.