

October 22, 2021

THIS NOTICE WAS SENT EXCLUSIVELY VIA EMAIL

Banner - University Family Care  
James Stringham  
Vice President and Chief Executive Officer  
[James.Stringham2@bannerhealth.com](mailto:James.Stringham2@bannerhealth.com)

**Subject: Request for Best and Final Offer - Competitive Contract Expansion Solicitation #YH20-0002**

Dear Mr. Stringham,

In accordance with A.A.C. R9-22-601 and Section H: Instructions to Offerors of the Competitive Contract Expansion (CCE) Solicitation (as noted below), the State of Arizona/AHCCCS requests a Best and Final Offer (BAFO) from the Offeror of its Administrative Cost Bid for CCE Solicitation #YH21-0002.

*Section H: Instructions to Offerors: AHCCCS reserves the right to request Best and Final Offers. In the event AHCCCS exercises this right, Offerors that submitted a Proposal that is susceptible to award may be asked to provide a Best and Final Offer. Best and Final Offers will only be discussed for the Administrative Cost Bid portion of the CCE.*

If a BAFO is submitted for a revised Administrative Cost Bid amount, the Offeror must include sufficient justification for the revision of the Administrative Cost Bid amount and clarification of the reasonableness of the bid. Furthermore, in the event that a bidder elects to not submit a revised Administrative Cost Bid amount but elects to provide further clarification and support of their original bid, this information must be provided as part of the BAFO. If any omissions existed in the original Administrative Cost Bid Submission Workbook, the omitted information is expected to be provided as part of the BAFO.

**Instructions for submission of a Best and Final Offer**

1. The Offeror's BAFO must include the follow revised documents as specified in Section H: Instructions to Offerors, Paragraph 20, Submission requirements:
  - a. **C2** (revised Administrative Cost Bid Submission Workbook [Excel]), and
  - b. **C3** (revised Actuarial Certification(s) [pdf]).
2. An updated full PDF version of the Offeror's Proposal is not required. No other changes to the Offeror's proposal will be accepted.
3. The Offeror's BAFO must include a summary of changes made in each BAFO document submitted.
4. The Offeror must submit the BAFO via the SFTP server <https://sftp.statemedicaid.us> in the corresponding Health Plan Folder, as specified in the CCE Solicitation Section H: Instructions to Offerors with notice to the CCE email box - [CCE-YH20-0002\\_Questions@azahcccs.gov](mailto:CCE-YH20-0002_Questions@azahcccs.gov) no later than 3:00 p.m. Arizona Time on Tuesday, November 2, 2021.

If the Offeror does not submit a BAFO, a notice of no change to the original offer, or a notice of withdrawal by the due date listed above, its immediate previous offer will be construed as its best and final offer. If you have any questions, please immediately contact Meggan LaPorte, AHCCCS Chief Procurement Officer via [CCE-YH20-0002\\_Questions@azahcccs.gov](mailto:CCE-YH20-0002_Questions@azahcccs.gov).

The Offeror must acknowledge receipt of this letter via email response to this notification.

Sincerely,

**SIGNATURE ON FILE**

Meggan LaPorte  
AHCCCS Chief Procurement Officer