



**Request for Proposals (RFP): SCF23-1108**  
**Title of RFP: Contracted Dental Services**  
**RFP Release Date: July 24, 2023**

*SCF Contracts Department  
7033 East Tudor Road  
Anchorage, AK 99507*

*Point of Contact, Kate Lynch:  
Phone: 907-729-3007*

*E-Mail: [SCFContracts@southcentralfoundation.com](mailto:SCFContracts@southcentralfoundation.com)*

**Important Notice:** You must register with the *SCF Contact Person* at the below link. Please include the RFP number and title as well as contact information with your registration. Failure to register with the *SCF Contact Person* may result in the rejection of your Proposal.

**[SCFContracts@southcentralfoundation.com](mailto:SCFContracts@southcentralfoundation.com)**

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## **Section 1, Background and History**

### **1.1 SCF History**

Southcentral Foundation (SCF) is an Alaska Native-owned, nonprofit health care organization serving nearly 65,000 Alaska Native and American Indian people living in Anchorage, Matanuska-Susitna Valley and 60 rural villages in the Anchorage Service Unit. Incorporated in 1982 under the tribal authority of Cook Inlet Region, Inc. (CIRI), SCF is the largest of the CIRI nonprofits, employing more than 2,000 people in more than 80 programs.

### **1.2 Vision and Mission Statement**

SCF's vision is a Native Community that enjoys physical, mental, emotional and spiritual wellness; its mission is to work together with the Native Community to achieve wellness through health and related services. The organization has developed and implemented comprehensive health-related services to meet the changing needs of the Native Community enhance culture and empower individuals and families to take charge of their lives.

## Section 2, General Information

### 2.1 Purpose of the Request for Proposal (RFP)

SCF is soliciting detailed proposals from dental providers interested in providing reimbursable comprehensive dental services to Southcentral Foundation Customer-Owners.

A Scope of Work including specifications for services to be provided are included as Exhibit A to this RFP.

### 2.2 Contract Period

SCF intends to establish contracts for a period of not less than (1) one year, This Agreement may be extended by mutual written agreement of both parties, contingent upon continued funding.

### 2.3 Bidder Registration

- Bidders must register with the SCF Contract Administrator by emailing [SCFContracts@southcentralfoundation.com](mailto:SCFContracts@southcentralfoundation.com) **no later than August 2, 2023**. Include the RFP Number and title in your email when you register. Failure to register with the SCF Contract Administrator by the above deadline may result in the rejection of your Proposal.
- Please visit the website frequently during the RFP process for up-to-date information, including revised RFPs, changes to the schedule, notices, and comment responses, etc. SCF will not be providing updated information via email.
- Please include all of your contact information when registering.

### 2.4 SCF Contract Administrator

Any information required or questions regarding this RFP should be addressed and/or delivered to:

**SCF Contracts Department**

7033 East Tudor Road

Anchorage, AK 99507

Attention: Kate Lynch

Email: [SCFContracts@southcentralfoundation.com](mailto:SCFContracts@southcentralfoundation.com)

Phone: 907-729-3007

## Section 3, Request for Proposal Details

### 3.1 RFP Schedule

This RFP will follow the schedule in the Table 2, RFP Schedule below; SCF reserves the right to modify this schedule.

RFP Release Date	July 24, 2023
Deadline to Register	August 2, 2023
Deadline to Submit Questions	August 3, 2023 By 3:00pm
Proposal Due Date	August 8, 2023 By 3:00pm
Notice of Award	August 14, 2023
Anticipated Service Start Date	October 1, 2023

**Table 2, RFP Schedule**

### 3.2 Deadline for Receipt of Proposals

Proposals must be submitted no later than the proposal due date and time. Proposers are fully responsible for timely delivery of proposals. Any proposal received after the stated closing time will be returned. The Proposer is responsible for assuring actual delivery of the proposal to the email address referenced in the General Information, Section 2.4, before the advertised date and hour located in Section 3.1.

To ensure the proposal is routed to the proper person, the subject line should read, “RFP SCF23-1108 Contracted Dental Services Proposal”

### 3.3 Other Licenses and Registrations Requirements

All Bidders must have a valid Alaska Business License prior to award of contract.

All Bidders are required to hold all necessary applicable professional licenses, certifications, permits, and registrations required by Federal, State, Municipality or Borough law, including but not limited to a license to practice dentistry from the Alaska Board of Dental Examiners. Proof of such must be submitted with each proposal. Obtaining and ensuring compliance to all licensing and registering requirements is the responsibility of the Bidder.

### 3.4 Conflict of Interest and Restrictions

If Bidder, Bidder’s employee, subcontractor, or any individual providing services under contract to SCF has a possible conflict of interest affecting the objectivity, analysis, and/or performance under contract, the Bidder is required to submit details in writing to SCF within (10) ten days of issuance of this RFP: SCF will determine if the conflict is significant and material and if so, may notify the Bidder in writing of elimination from the RFP process.

### 3.5 Addendum to the RFP and Right to Award

SCF reserves the right to issue a written addendums to revise or clarify the RFP, respond to questions, and/or extend or shorten the due date of the proposals.

SCF reserves the right to not award or cancel the award of the contract to a Bidder who will not agree to all of the provisions and terms and conditions as contained within this RFP.

### 3.6 Pre-Bid Meeting and Site Visits

There will be no pre-bid meeting or site visit; interested Bidders may submit questions in accordance with this RFP schedule.

### **3.7 Cancellation of the RFP**

SCF retains the right to cancel the RFP process if it is in SCF's best interest. SCF will not be responsible for costs incurred by Bidders for proposal preparation.

### **3.8 Contract Negotiations**

This RFP does not obligate SCF or the selected Bidder until a contract is signed and approved by both parties. Upon completion of the evaluation process, contract negotiations may commence. If the selected Bidder fails to provide necessary information for negotiations in a timely manner and/or, negotiate in good faith, SCF may terminate the award of the contract. SCF will not be responsible for costs incurred by the Bidder resulting from contract negotiations.

SCF reserves the right to include additional terms and conditions during contract negotiations. However, these terms and conditions must be within the scope of the original RFP and will be limited to price, clarification, definition, administrative, and legal requirements.

## **Section 4, Instructions for Bidders**

### **4.1 Bidder's Review and Substantive Questions**

Bidders should carefully review this RFP for errors, questionable or objectionable materials, and items requiring clarification. Bidders may submit these comments and/or questions in writing to SCF's Contact Person to the email address referenced in the General Information, Section 2.4, before the advertised date and hour located in Section 3.1. This will allow time for written response, clarification, or an addendum to the RFP to be issued, if required, to all bidders.

Bidders may not rely upon verbal responses made by any SCF employees or any representatives of SCF except for the SCF Contract Specialist or their designee.

Bidders making contact with any other SCF employee regarding this RFP may be disqualified. Bidders have no claim against SCF for failure to obtain information made available by SCF and are solely responsible for conducting their own research, due diligence, or other work necessary for the preparation of proposals, negotiation of agreements, or delivery of services pursuant to any agreement.

### **4.2 Filing a Protest**

A Bidder may protest the award of a contract or the proposed award of a contract. The protest must be filed in writing, addressed to the SCF Contact Person, and include the following information:

- The name, address, and telephone number of the protester;
- Signature of the protester or the protester's representative;
- Identification of the RFP;
- Detailed statement of the legal and factual grounds of the protest, including copies of relevant documents; and
- Form of relief requested.

Protests must be submitted to SCF Contact Person within (5) five business days of Notice of Award date, as provided in Section 3.1 of this RFP. Only bidders that submitted a valid proposal may file a protest.

### **4.3 Proposal Content**

- A. SCF requests Bidders submit (1) one proposal consisting of Bidder's detailed plan for providing dental services.
- B. The proposal must address Bidders plan to complete the scope of work and include desired compensation as described in Section 5.1 (see details for requirements of Bid Section 6).
- C. Bidders may not submit more than (1) one proposal.

### **4.4 Other RFP or Proposal Requirements**

- A. A proposal's content will not be disclosed to other Bidders.
- B. All proposals and other material submitted become the property of SCF.
- C. SCF assumes no responsibility or liability for the transmission, delay, or delivery of proposals by either public or private carriers.
- D. SCF discourages excessive or costly proposals. All costs incurred by Bidders in preparing and submitting a proposal are the Bidder's responsibility and shall not be charged to SCF or reflected as an expense of the resulting contract.
- E. It is the responsibility of the Bidder to indicate within their proposal the applicability and compliance of any other federal, state, municipal, or other governmental statutes, regulations, ordinances, acts, and/or requirements.
- F. If all bids are over SCF's allotted budget for the project; SCF reserves the right to reduce the scope of the project as needed to fit the budget.
- G. In the event that only one bid is received, SCF reserves the right to restructure the bid and/or extend the due date of proposals.



#### **4.5 Proposal Withdrawal and Correction**

A proposal may be corrected or withdrawn by a written request received prior to the date and time of proposals being due.

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## Section 5, Format for Proposals

### 5.1 Proposal Content and Format

The proposals should be compiled in a professional manner, organized in accordance with this section, with page numbers and unique file names.

*Proposers are required to submit (1) one electronic copy of their proposal.*

#### Proposal Section 1, Title Page

The title page should be on Bidder letterhead. It should contain the name and identification number of this RFP and identify the name, title, company, mailing address, phone numbers and email address of the person(s) authorized to commit the Bidder to contractual arrangement with SCF. This person(s) will be the Bidder's authorized contact for all communication. Bidder may also identify an alternate contact person in case the authorized contact is unavailable.

#### Proposal Section 2, Table of Contents

The proposal will have a table of contents with page numbers and pages numbered throughout the proposal.

#### Proposal Section 3, Introduction

Brief introductions include the following:

- A. The Bidder's name and address.
- B. A statement indicating that all information in the proposal is accurate, truthful, and factual; certifying that personnel and resources proposed will be made available to fulfill duties and obligations of the contract, if awarded.
- C. State the proposal and submitted prices shall be valid for at least (45) forty-five days from proposal submission deadline until any awarded contract is established and signed.

#### Proposal Section 4, Qualifications and Training

State qualifications and ability to provide dental services for SCF and provide resumes for the dentists that will be providing services.

Minimum qualifications to be awarded a contract under this RFP are as follows:

- A. Unrestricted licenses, permits, certifications, and/or registrations to perform comprehensive dental services in RFP's Scope of Work (Exhibit A).
- B. No pending investigations by the Alaska Board of Dental Examiners
- C. Have been in active dental practice for 2+ years

#### Bid Section 5, Forms of Insurance Accepted

Provide list of the forms of insurance accepted.

#### Proposal Section 6, License / Insurance Requirements

Provide copies of licenses and proof of insurance.

License requirements include the following:

- A. Business license or any other licenses and/or registrations as required by Section 3.3 this RFP.
- B. Proof of professional licenses, as applicable or required by law.

Insurance requirements include the following:

- C. Insurance certificate, include proof of insurance to meet the insurance requirements provided in Section 7.5 of this RFP.

Proposal Section 7. Compensation and Scope of Work

- A. The selected Bidder will be required to supply all personnel, supplies, equipment, machinery, and all other implements necessary to execute and fulfill the Scope of Work, the Bidder's proposal should address their ability to perform the Scope of Work.
- B. Compensation or rate information for each service included in the Scope of Work must be attached to the proposal, in an Excel file format, along with a signed Proposal Offer and Signature page provided as Exhibit B to this RFP.
- C. If claiming AN/AI preference, include proof of AN/AI ownership. *e.g. articles of organization or incorporation or the latest corporate documents that show majority ownership interest of a federally recognized tribe or ANCSA corporation. If owned by an individual or individuals, please provide documentation showing tribal membership, ANCSA stock ownership, or Certificate of Indian Blood (CIB) of the majority owner(s)*

## Section 6, Selection Process

### 6.1 RFP Compliance

Prior to evaluation, each proposal will be reviewed to determine whether or not it is compliant with RFP requirements. Noncompliant proposals will not be evaluated. Factors that may result in a proposal being declared noncompliant are:

- a. Not providing evidence of meeting minimum requirements.
- b. Substantial and material conflicts of interest that were not declared.
- c. Substantial and material noncompliance to requirements of RFP section on format for proposals.
- d. Insufficient information regarding scope of work or compensation.

### 6.2 Evaluation Process

An evaluation committee consisting of (3) three or more qualified individuals will independently evaluate proposal compliance and content.

Bid evaluation will be based on Table 3 criteria and point values and will be documented by recording a final score calculated as the average score of the three committee members' individual point value totals.

### 6.3 Evaluation Criteria and Point Value

	<b>Evaluation Criteria</b>	<b>Point Value</b>	<b>Details</b>
<b>1</b>	Qualifications	15	Evaluation of qualifications.
<b>2</b>	Training	15	Evaluation of Bidder's training.
<b>3</b>	Price Proposal	35	Evaluation of the fee schedule provided in Bidder's proposal. (An average value for all fees provided will be used for evaluation)
<b>4</b>	Forms of Insurance Accepted	30	Evaluation of what insurances Bidders accept
<b>5</b>	AN / AI Preference	5	Evaluation of Bidder's AN / AI ownership.
	<b>Total Point Value - 100</b>		

**Table 3, Evaluation Criteria and Point Value**

### 6.4 Discussions

As determined by the evaluation process, Bidders may be offered the opportunity to discuss their proposal with appropriate SCF personnel or evaluation committee and the proposal may be adjusted as a result of that discussion. Bidders may also be allowed to submit a best and final proposal as a result of any discussion.

### 6.5 Presentations

SCF reserves the right to require a verbal presentation of their proposal. If presentation is requested, Bidders will be notified in writing of the request, date, time, location, and amount of time allowed for the presentation and/or questions and answer period. Time frames will be strictly enforced.

The entire evaluation committee will be present for oral presentations. All costs associated with a verbal presentation will be the Bidder's responsibility.

### 6.6 Notice of Award

A notice of contract award will be provided to all Bidders.

Bidders will have three (3) business days to request a briefing of the award. If requested SCF may provide a brief explanation of the award decision.

## Section 7, Standard Contract Terms

### 7.1 Introduction

SCF is providing the following provisions as a consideration for Bidders to review in advance of a submitted proposal. These and other standard provisions will be presented to a successful Bidder at the time of contract award.

### 7.2 Compensation

- A. Additional services performed by the Contractor that are not specifically provided for in an Agreement will be not compensated; nor may the Contractor perform any services not covered by the Agreement unless the services are specifically approved in writing by the SCF Program Manager or another authorized SCF agent.
- B. After first billing any third-party insurance Contractor shall submit detailed invoices to SCF for reimbursement using an American Dental Association (ADA) Dental Claim Form at the following addresses: [SCFDentalCommunityReferrals@southcentralfoundation.com](mailto:SCFDentalCommunityReferrals@southcentralfoundation.com) or by mail to Southcentral Foundation, ATTN: Dental Community Referrals (Reimbursement) - SCF DENTAL, 4501 Diplomacy Drive, Anchorage, AK 99508, with an additional copy to via email to [scfappillar@scf.cc](mailto:scfappillar@scf.cc) or by mail to Southcentral Foundation, ATTN: Accounts Payable, 7033 E. Tudor Road, Anchorage, AK 99507.
- C. Payment is due (30) thirty days after receipt of an invoice by SCF.

### 7.3 Termination

Either Party may terminate an Agreement, in whole or in part, for cause, at any time by written notice of the terminating Party to the other Party. Either Party may terminate an Agreement, in whole or in part, without cause, by a (30) thirty day written notice of the terminating Party to the other Party. Notice of termination will be sent by certified mail. If hand delivered, then the delivery of the notice of the termination will be evidenced by a signed and dated receipt. The obligation to pay monies due under an Agreement for services provided prior to the termination if any, will survive termination.

### 7.4 Status of Independent Contractor

The Parties intend that Contractor must provide the work described in an Agreement as an independent contractor. As an independent Contractor, Contractor is not an employee of SCF. Therefore, payments made to Contractor by SCF will not be eligible for unemployment compensation or other similar benefits. Contractor is responsible for paying all employment, income and any other taxes with respect to such payments. Neither Contractor nor any Party employed by the Contractor will be deemed for any purpose to be an employee, agent, servant or representative of SCF. Furthermore, Contractor shall not assert in any legal proceedings arising out of this Agreement that Contractor or any Party employed by Contractor is an employee or loaned servant of SCF.

### 7.5 Insurance Requirements

Contractor shall purchase and maintain in force at all times during the performance of services under an Agreement the following policies of insurance, unless expressly waived below by SCF in writing. Where specific limits are shown, it is understood they will be the minimum acceptable limits. If the Contractor's policy contains higher limits, SCF will be entitled coverage to the extent of such higher limits. Certificates of Insurance and the attachments of Additional Insured Endorsements and Transfer of the Waiver of Rights Endorsements must be furnished to the SCF Contract Administrator prior to beginning work. Failure to furnish satisfactory evidence of insurance or lapse of the policy is a material breach and grounds for termination of the Contractor's services.

1. *Commercial General Liability Insurance:* Contractor shall provide Commercial General Liability Insurance with coverage limits not less than \$1,000,000 Combined Single Limit for Bodily Injury and Property Damage per occurrence and \$2,000,000 Combined Single Limit of Bodily Injury and Property

Damage Aggregate. Coverage is to be on a standard ISO version commercial general liability policy form, or its equivalent, providing coverage for premises-operations liability, products-completed operations liability, personal and advertising injury liability, and contractual liability including independent contractors.

2. *Workers' Compensation Insurance:* The Contractor must maintain Workers Compensation and Employers Liability Insurance for his own employees in the amount required under Statutory Limits for those states in which employees are working and Employers Liability Insurance as required by state and federal statutes. The employer's Liability Insurance shall not be less than \$1,000,000 per bodily injury per accident, \$1,000,000 bodily injury by disease per employee and \$1,000,000 bodily injury by disease policy limit. The Contractor will also be responsible for insuring that any subcontractors who directly or indirectly provide services under this contract maintain Workers' Compensation Insurance in the amount required under Statutory Limits.
3. *Professional Liability Insurance:* The Contractor will carry Professional Liability coverage at a limit of \$1,000,000 Per Claim and \$2,000,000 Aggregate. If the professional liability policy is written on a claims form, the Contractor will provide insurance for a period of (2) two years after final payment of this agreement.
5. *Subcontracting Requirements:* The Contractor is required to have prior approval by SCF before using any subcontractor. SCF may, in its sole discretion, withhold its approval for any reason or for no reason. Additionally, Contractor will be responsible for ensuring that its subcontractors comply with the same insurance provision as required herein as required by Alaska law during the course of its subcontractors' operations. Contractor shall provide copies of all subcontractors' certificates of insurance and endorsements to SCF prior to any subcontractor commencing work.

## **7.6 Compliance with Legal Obligations and SCF Code of Conduct**

Contractor agrees to comply with all federal, state and local laws; ethical, environmental or safety business standards; and any underlying agreement or grant provisions to which SCF is subject. Contractor shall ensure that the provision of services and/or expenditure of funds under this Agreement do not violate any laws, business standards, or underlying agreement or grants. Contractor shall be responsible for any damage or injury not caused by SCF as a result of Contractor's, or any subcontractor's or their employees', servants,' or agents' failure to comply with any law, applicable business standard or underlying agreement or grant. Furthermore, Contractor agrees to comply with SCF's Code of Conduct and its provisions, which is can be found at <https://www.southcentralfoundation.com/about-us/ethics-and-compliance/>, and to complete SCF compliance training if necessary.

## **7.7 Monitoring**

SCF may establish a schedule for periodic review of Contractor's performance. Review may be at least once a year, or as frequently as SCF determines necessary.

## **7.8 Lobbying**

The undersigned representative of Contractor certifies, to the best of his/her knowledge and belief, that:

- A. No Federal appropriated funds have been paid or will be paid, by or on behalf of Contractor, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract; the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

- B. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, Contractor shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- C. Contractor shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, or cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

## **7.9 Exclusion and Debarment**

Each Party represents and warrants that no adverse action by the federal government that will or may result in mandatory or permissive exclusion from a federal healthcare program pursuant to 42 U.S.C. §1320a-7 has occurred or is pending or threatened against it, its principals, its affiliates, or to the best of its knowledge, against any of its employees, agents or subcontractors providing services under this Agreement. Each Party additionally represents and warrants that neither it, its principals, its affiliates, and to the best of its knowledge, its employees, its agents, nor its subcontractors providing services under this Agreement are suspended, debarred, or otherwise determined to be ineligible for award of contract, grant or cooperative agreement by any federal, state, or other governmental body.

Each Party shall immediately provide written notice to the other Party of (1) its receipt of a notice of an adverse action by the federal government against any of the individuals or entities specified above that will or may result in mandatory or permissive exclusion from a federal healthcare program pursuant to 42 U.S.C. §1320a-7, (2) the date of any adjudication or determination that any of the individuals or entities specified above has committed any action that would subject it/them to mandatory or permissive exclusion under 42 U.S.C. §1320a-7, or (3) a notice of an adverse action by a governmental body against any of the individuals or entities specified above that will or may result in a determination of ineligibility for award of contract, grant or cooperative agreement. In the event either Party fails to provide the other Party with such written notice, or it is discovered that either Party's representations contained herein are false, the other Party has the right to immediately terminate this Agreement.

## **7.10 Successors, Assignment or Delegation**

This Agreement may not be assigned or subcontracted or otherwise transferred by Contractor without the prior written consent of SCF, which SCF may withhold for any reason or for no reason, in its sole and absolute discretion, and any assignment or other transfer in violation hereof shall be null and void and of no force or effect. If SCF consents to an assignment or subcontract of all or any portion of this Agreement, Contractor warrants to SCF that the assignee or subcontractor shall execute a written instrument agreeing to be bound by all of the terms and conditions of this Agreement, that Contractor shall provide SCF with a copy of the written agreement, and that any such assignment or subcontract shall not relieve the Contractor from any obligations hereunder. Contractor further agrees that Contractor shall guarantee the performance of any assignee or subcontractor hereunder. Without limiting the foregoing, this Agreement shall be binding upon, and inure to the benefit of, the parties hereto, and their successors and permitted assigns, if any.

## **7.11 Nondiscrimination**

Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, age, sex, marital status, or "qualified individual with a disability status."

## **7.12 Governing Law, Venue and Jurisdiction**

Any Agreement will be governed, construed and enforced in accordance with the laws of the State of Alaska and the United States of America. All parties expressly agree that should litigation or any legal

proceeding be necessary under this Agreement, the same will be commenced exclusively in Alaska Superior Court, Third Judicial District at Anchorage or in the United States District Court for the District of Alaska.

### **7.13 Audit and Examination of Records**

Contractor agrees to maintain and make available for review by SCF all books, records, documents and other evidence pertaining to costs and expenses of an Agreement for examination and audit by SCF for a period of (7) seven years from and after the termination of this Contract. SCF shall have the right to make copies of documents audited and such copies will become the confidential property of SCF.

### **7.14 Media Contact**

Contractor, its employees, agents, and subcontractors shall not contact any member of the print or electronic media as a representative of SCF without the prior written approval of the President/CEO of SCF. If any member of the print or electronic media contacts the Contractor asking for information, the Contractor will refuse to comment and will refer the inquiry to SCF's Office of Public Relations. Further, Contractor will not use SCF's name in any advertising, publications, promotional materials or publicity release concerning any Agreement or the services performed under it.

### **7.15 Deficit Reduction Act**

The services provided by Contractor under this Agreement qualify Contractor as a "contractor" or "agent" under the Deficit Reduction Act of 2005, so that Contractor shall comply with SCF's policy and procedure of Fraud, Waste and Abuse, which is available upon request, in compliance with 42 U.S.C. §1396a(68)(A)



## **EXHIBIT A: Scope of Work**

SCF is seeking dental providers to provide reimbursable comprehensive dental services to Southcentral Foundation Customer-Owners.

Contractor will be required to bill any and all third-party payers, including Medicaid, prior to seeking reimbursement from SCF for any balance remaining following payments from third-party payers. If Medicaid is billed, there will be no additional reimbursement from SCF. Contractor shall submit detailed invoices to SCF for reimbursement using an American Dental Association (ADA) Dental Claim Form.

Contractor shall perform services at their own facility and supply all personnel, supplies, equipment, machinery, and all other implements necessary to provide dental services.

Contractor is expected to provide follow-up services for treatment complications including worked deemed defective and/or failing to meet standard of care up to six months post-date of service.

Comprehensive adult and pediatric dentistry reimbursable services approved by contract are as follows\*:

### **Urgent/Emergent Oral Health Services**

- Limited oral evaluations
- Radiographs
- Extractions
- Palliative procedures
- Sedative restorations
- Prescription medications
- Incision and drainage of dental abscesses
- Relief of life-threatening respiratory problems and improvement of the airway resulting from any oral or maxillofacial dental conditions
- Control of oral and maxillofacial bleeding in any condition where loss of blood is detrimental to patient's well-being

### **Preventive Oral Health Services**

- Prophylaxis
- Periodontal scaling/root planing
- Sealants and preventive resin restorations
- Periodontal recall procedures
- Full-mouth debridement
- Full-mouth scaling in presence of generalized moderate or severe gingival inflammation
- Space maintainer for missing pediatric tooth

### **Basic Oral Health Services**

- Comprehensive or periodic dental exams
- Radiographs
- Operative dentistry (amalgam, composite, glass ionomers, stainless steel crowns for primary teeth)
- Therapeutic pulpotomy (primary teeth)
- Anterior endodontics
- Posterior endodontics if within scope of current dental practice
- Periodontal scaling/root planing
- Dentures and denture repairs

### **Referrals to SCF Oral and Maxillofacial Surgery (OMFS)**

- Biopsy or excision of lesion (with exception of pathology associated with tooth removal on date of service)
- Tooth removal beyond the scope of the dentist

### **The following services will be excluded from reimbursement:**

- Implant Services
  - D6000-D6199
- Orthodontics (limited or comprehensive) – should be referred to SCF Dental Orthodontics
- Periodontal Surgery – should be referred to SCF Dental Periodontics
- Endodontic Surgery – should be referred to SCF Dental Endodontics
- Fixed Dental Prosthesis
  - Core Build-up on crown prep DOS for non-endodontically treated teeth
  - Replacement of multi-surface direct restorations with full coverage crowns in the absence of defective restorations or decay
- Occlusal Guards for bruxism - Soft and Hard Night Guards
  - D9941, 9942, 9943, 9944, 9945, 9946
- Customized oral appliances for mild to moderate obstructive sleep apnea (OSA)
- Adult full mouth rehabilitation – refer to SCF Dental Prosthodontics
- Hospital-based pediatric FMDR under general anesthesia - refer to SCF Dental Pediatrics
- Cosmetic Dentistry
- Anesthesia\*\*
  - D9215, D9219, D9222, D9223, D9239, D9243, D9248
- Preventive Services
  - Clinic Dispensed Rx Toothpaste (i.e. Clinpro, Prevident, MI Paste)
  - D1310, D1320, D1330
- Additional Adjunctive Services
  - D9972, D9973, D9974, D9975

\*CDT Codes for reimbursable urgent/emergent, preventive, and basic oral health services are extensive and not listed individually. Refer to exclusion list of non-reimbursable codes.

\*\*Pediatric dental practices and OMFS will be reimbursed for in-office sedation, including general anesthesia

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**EXHIBIT B: Proposal Offer and Signature Page**

RFP Number: SCF23-1108

RFP Name: Contracted Dental Services

Proposal Due Date and Time: August 8, 2023 by 3 pm AKST

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***BIDDERS MUST COMPLETE THE SECTION BELOW***

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_\_\_

<i>Address</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
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Phone: \_\_\_\_\_

Is an Alaska Native / American Indian Business Owner Preference being claimed? **YES**  or **NO**

Acknowledgement of receipt of addenda:

Addendum No. \_\_\_\_\_ Date Received \_\_\_\_\_ Signature \_\_\_\_\_

Addendum No. \_\_\_\_\_ Date Received \_\_\_\_\_ Signature \_\_\_\_\_

Addendum No. \_\_\_\_\_ Date Received \_\_\_\_\_ Signature \_\_\_\_\_

Addendum No. \_\_\_\_\_ Date Received \_\_\_\_\_ Signature \_\_\_\_\_

By signing below the Bidder attests that the attached rate sheet is accurate and if awarded a contract, services shall be invoiced in accordance with the rates provided. Furthermore, Bidder agrees to all terms and conditions as listed within this Request for Proposal issued by SCF.

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_