

## ATTACHMENT 13



**Department of  
Civil Service**

**Offeror Attestations Form - RFP entitled:  
“Mental Health and Substance Use (MHSU)  
Disorder Program”**

A representative of the Offeror who is legally authorized to bind the Offeror must complete and sign the Offeror Attestations Form and provide all requested information.

Name of Business Entity Submitting Bid:		
Entity's Legal Form:	<input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Other _____	
<b>No.</b>	<b>RFP Ref.</b>	<b>RFP Requirement:</b>
1.	Section 1.4(1)	At time of Proposal Due Date, Offeror represents and warrants that it: <input type="checkbox"/> possesses <input type="checkbox"/> does not possess the legal capacity to enter into a contract with the Department.
2.	Section 1.4(2)	At time of Proposal Due Date, the Offeror represents and warrants that it: <input type="checkbox"/> possesses the authorization to conduct business in New York State. <input type="checkbox"/> does not possess the authorization to conduct business in New York State. <input type="checkbox"/> does not possess the authorization to conduct business in New York State, but the Offeror has filed an application for authority to do business in New York State with the New York State Secretary of State.
3.	Section 1.4(3)	At time of Proposal Due Date, Offeror represents and warrants that it: <input type="checkbox"/> attests <input type="checkbox"/> does not attest has completed, obtained or performed all registrations, filings, approvals, authorizations, consents and examinations required by any governmental authority for the provision of the delivery of Project Services (as detailed in Section 3 of this RFP) and agrees that it will, during the term of the Contract, comply with any requirements imposed upon it by law or regulation.

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4.	Section 1.4(4)	<p>At time of Proposal Due Date, Offeror represents and warrants that it:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>has experience providing behavioral management and associated claims adjudication services for, in aggregate, a minimum of 3.6 million total covered lives in its full book of business.</p>
5.	Section 1.4(5)	<p>At time of Proposal Due Date, Offeror represents and warrants that it:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>possesses adequate staffing resources, financial resources, and organizational capacity to perform the type, magnitude, and quality of work specified in the RFP.</p>
6.	Section 1.4(6)	<p>At time of Proposal Due Date, Offeror represents and warrants that it:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>must agree to contractual provisions to maintain and make available, as required by the State, a complete and accurate set of records for review by the State. Contractual provisions are set forth in the RFP and Standard Clauses for New York State Contracts (Appendix A), Standard Clauses for All Department Contracts (Appendix B), and Information Security Requirements (Appendix C). Such records shall include any and all financial records deemed necessary by the State to discharge its fiduciary responsibilities to MHSU Program participants and to ensure that public dollars are spent appropriately.</p>
7.	Section 1.4(7)	<p>At time of Proposal Due Date, Offeror represents and warrants that:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>upon commencement of the Full MHSU Services, and throughout the term of the Contract, the Offeror must possess a Participating Provider/Facility Network that meets or exceeds the accessibility standards specified in Section 3.10 of this RFP.</p>

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8.	Section 1.4(8)	<p>At time of Proposal Due Date, Offeror represents and warrants that it:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>agrees to comply with all specific duties and responsibilities set forth in Section 3.2 of this RFP, entitled “Implementation Plan,” including Section 3.2(1)(e) requiring the Offeror to propose a financial guarantee supporting its commitment to satisfy all implementation requirements.</p>
9.	Section 1.4(9)	<p>At time of Proposal Due Date, Offeror represents and warrants that it:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>has current Utilization Review Accreditation Commission (URAC)-case management, Joint Commission (TJC), Accreditation Commission for Health Care (ACHC), National Committee for Quality assurance (NCQA) or Commission on Accreditation of Rehabilitation Facilities (CARF) full accreditation at the proposed primary worksite where case management will be performed for the Program services.</p>
10.	Section 3.1	<p>At time of Proposal Due Date, Offeror represents and warrants that it:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>will comply with all specific duties and responsibilities set forth in Section 3.1 of this RFP, entitled “Account Team”.</p>
11.	Section 3.3	<p>At time of Proposal Due Date, Offeror represents and warrants that it:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>will comply with all specific duties and responsibilities set forth in Section 3.3 of this RFP, entitled “Member Communication Support”.</p>

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12.	Section 3.4	<p>At time of Proposal Due Date, Offeror represents and warrants that it:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>will comply with all specific duties and responsibilities set forth in Section 3.4 of this RFP, entitled “Reporting Services”.</p>
13.	Section 3.5	<p>At time of Proposal Due Date, Offeror represents and warrants that it:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>will comply with all specific duties and responsibilities set forth in Section 3.5 of this RFP, entitled “Customer Service”.</p>
14.	Section 3.6	<p>At time of Proposal Due Date, Offeror represents and warrants that it:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>will comply with all specific duties and responsibilities set forth in Section 3.6 of this RFP, entitled “Enrollment Management”.</p>
15.	Section 3.7	<p>At time of Proposal Due Date, Offeror represents and warrants that it:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>will comply with all specific duties and responsibilities set forth in Section 3.7 of this RFP, entitled “Claims Processing”.</p>
16.	Section 3.8	<p>At time of Proposal Due Date, Offeror represents and warrants that it:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>will comply with all specific duties and responsibilities set forth in Section 3.8 of this RFP, entitled “Plan Audit and Fraud Protection”.</p>

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17.	Section 3.9	<p>At time of Proposal Due Date, Offeror represents and warrants that it:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>will comply with all specific duties and responsibilities set forth in Section 3.9 of this RFP, entitled “Appeal Process”.</p>
18.	Section 3.10	<p>At time of Proposal Due Date, Offeror represents and warrants that it:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>will comply with all specific duties and responsibilities set forth in Section 3.10 of this RFP, entitled “Provider Network”.</p>
19.	Section 3.11	<p>At time of Proposal Due Date, Offeror represents and warrants that it:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>will comply with all specific duties and responsibilities set forth in Section 3.11 of this RFP, entitled “Other Clinical Management Programs”.</p>
20.	Section 3.12	<p>At time of Proposal Due Date, Offeror represents and warrants that it:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>will comply with all specific duties and responsibilities set forth in Section 3.12 of this RFP, entitled “Pre-Certification and Concurrent Review for Mental Health and Substance Use Disorder Services”.</p>

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21.	Section 3.13	<p>At time of Proposal Due Date, Offeror represents and warrants that it:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>will comply with all specific duties and responsibilities set forth in Section 3.13 of this RFP, entitled “Consolidated Appropriations Act”.</p>
21.	Section 3.14	<p>At time of Proposal Due Date, Offeror represents and warrants that it:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>will comply with all specific duties and responsibilities set forth in Section 3.13 of this RFP, entitled “Disabled Dependent Determinations”.</p>
22.	Section 3.15	<p>At time of Proposal Due Date, Offeror represents and warrants that it:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> attests</li> <li><input type="checkbox"/> acknowledges and agrees subject to the non-material deviation listed in Attachment 8</li> <li><input type="checkbox"/> does not attest</li> </ul> <p>will comply with all specific duties and responsibilities set forth in Section 3.14 of this RFP, entitled “Transition and Termination of Contract”.</p>

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CERTIFICATION:

The Offeror: (1) recognizes that the following representations are submitted for the express purpose of assisting the State of New York in making a determination to award a contract; (2) acknowledges and agrees by submitting the Attestation, that the State may at its discretion, verify the truth and accuracy of all statements made herein; and (3) certifies that the information submitted in this certification and any attached documentation is true, accurate and complete

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

Title: \_\_\_\_\_

PRINT SIGNATORY'S NAME: \_\_\_\_\_

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

INDIVIDUAL, CORPORATION, PARTNERSHIP, OR LLC ACKNOWLEDGMENT STATE OF }

Sworn Statement:

COUNTY OF }

On the \_\_\_\_\_ day of \_\_\_\_\_ in the year 20\_\_\_\_, before me personally appeared \_\_\_\_\_, known to me to be the person who executed the foregoing instrument, who, being duly sworn by me did depose and say that \_he maintains an office at Town of \_\_\_\_\_

County of \_\_\_\_\_, State of \_\_\_\_\_; and further that:

\_\_\_\_ (If an individual): \_he executed the foregoing instrument in his/her name and on his/her own behalf.

\_\_\_\_ (If a corporation): \_he is the \_\_\_\_\_ of \_\_\_\_\_, the corporation described in said instrument; that, by authority of the Board of Directors of said corporation, \_he is authorized to execute the foregoing instrument on behalf of the corporation for purposes set forth therein; and that, pursuant to that authority, \_he executed the foregoing instrument in the name of and on behalf of said corporation as the act and deed of said corporation.

\_\_\_\_ (If a partnership): \_he is the \_\_\_\_\_ of \_\_\_\_\_, the partnership described in said

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instrument; that, by the terms of said partnership, \_he is authorized to execute the foregoing instrument on behalf of the partnership for purposes set forth therein; and that, pursuant to that authority, \_he executed the foregoing instrument in the name of and on behalf of said partnership as the act and deed of said partnership.

**\_\_\_\_ (If a limited liability company):** \_he is a duly authorized member of

\_\_\_\_\_, LLC, the limited liability company described in said instrument; that, \_he is authorized to execute the foregoing instrument on behalf of the limited liability company for purposes set forth therein; and that, pursuant to that authority, \_he executed the foregoing instrument in the name of and on behalf of said limited liability company as the act and deed of said limited liability company.

Notary Public \_\_\_\_\_ Date: \_\_\_\_\_