

How to Use and Frequently Asked Questions

Authorized Users of this contract are strongly encouraged to read the contract terms and conditions in their entirety to gain an understanding of requirements for both the contractor and authorized users. Below is a brief listing of Questions & Answers (Q&A's) to facilitate the use of the Pharmaceutical Prime Vendor Contract with Cardinal Health (Statewide).

This contract is for the purchase of Generic and Brand name pharmaceutical products.

Product Categories:

- Pharmaceuticals;
- Over the counter drugs (OTCs);
- Nutritional products;
- Vaccines, (other than influenza vaccines);
- Diabetic supplies; and
- Other drug products.

Question 1: Who is the OGS contact for this award?

Answer: Seth Johnson
38th Floor, Corning Tower
Empire State Plaza, Albany, NY 12242
Phone: 518-486-1469
E-mail: Seth.Johnson@ogs.ny.gov

Question 2: Are there opportunities for increasing discounts at the Authorized User level?

Answer: Attachment A-1 COG Matrices of the Master Contract has information on how Authorized Users can increase their discounts through payment performance/timeliness of payments. The Master Contract also offers annual Shareback Credits that are applied directly to the Authorized Users' account. See Section 4.10 of the Master Contract for more information on Shareback Credits.

New York State's Service Fee Discount tier is driven by the total spend by ALL Authorized Users through this contract. Authorized Users can increase savings by channeling all possible spend on pharmaceutical products into this contract.

Question 3: What is the term of the contract let under this award?

Answer: The contract let by New York State will run from January 1, 2026, through July 31, 2026.

Question 4: Is it possible that the contracts can be extended beyond the initial term?

Answer: The Master Contract may be extended for up to an additional three (3) years, at increments determined by MMCAP, on written acceptance by both parties. The term of the NYS Piggyback Contract is intended to be coterminous with the Master Contract and shall be deemed extended automatically, whenever the term of the Master Contract is extended, without the need for the Parties to execute an extension or amendment to the Piggyback Contract.

Question 5: Is the Contractor, Cardinal Health 110, LLC, either a Minority and/or Women Owned Business?

Answer: Cardinal Health110, LLC is neither a Minority nor a Women Owned Businesses.

Question 6: Are pharmacy services covered under this contract?

Answer: No, services are **NOT** covered under this contract.

Question 7: Can non-contract items be submitted on a purchase order with contract items?

Answer: No, any non-contract items must be submitted on a separate purchase order.

Question 8: Is there a way to report problems to the Office of General Services associated with the products ordered under this award?

Answer: Yes. You may contact the contract manager listed on the first page of this document with any problems/concerns encountered when using this award. Authorized Users are also encouraged to submit a Contract Performance Report included on the last page of the Contract Award Notification, or submit your review online at: <https://go.procurated.com/ny-statewide/>

Group 10200, Award 23352 - Pharmaceutical Wholesaler Distribution Services (Statewide)

Question 9: Is the contractor required to contact OGS directly when any contract information changes (i.e., contact name, email address, company address, phone #, website, etc.)?

Answer: Yes, it is the Contractor's responsibility to make sure OGS has the most current information on file.

Question 10: Is the Authorized User required to verify pricing on products ordered?

Answer: Yes, as with any centralized contract, Authorized Users should verify the price charged and the discount offered when ordering. When the invoice is received, Authorized Users should then verify that the invoice reflects the appropriate pricing and discount. Authorized Users can view pricing by logging into the applicable facility online ordering account:

<https://orderexpress.cardinalhealth.com>

MMCAP contract prices can be verified via the MMCAP Catalog by logging in to the MMCAP website:

<http://www.mmd.admin.state.mn.us/MMCAP/Account/Login.aspx>

Question 11: How are prices determined in this contract?

Answer: All purchase prices are based on MMCAP Contracts, 340B Contracts, Wholesaler's Generic Drug Program, and ancillary or direct contracts or Base Price where applicable. Authorized Users can view pricing by logging into the applicable facility online ordering account: <https://orderexpress.cardinalhealth.com>

MMCAP contract prices can be verified via the MMCAP Catalog by logging in to the MMCAP website:

<http://www.mmd.admin.state.mn.us/MMCAP/Account/Login.aspx>

Question 12: Are Authorized Users allowed to negotiate better discounts (lower prices) for the product lines they are interested in purchasing?

Answer: YES! Authorized Users are strongly encouraged to negotiate better discounts from the contractor especially when making bulk purchases. MMCAP will also assist in large procurements as in the case of creating emergency stockpiles. Please contact the OGS Contract Manager listed at the top of this document and/or MMCAP Senior Healthcare Consultant, Jeff Schimbeno, for assistance at: 732-757-5470 or jeff.schimbeno@state.mn.us

Question 13: What information MUST be included on the contractor's invoice in order for payment to be made through the Statewide Financial System (SFS)?

Answer: So that payments can be made in a timely manner invoices must include the purchase order or contract number, whichever is applicable and the SFS Vendor ID Number, 1000009622. The invoice must also include an Invoice Number and clearly identify the entity receiving the goods. In addition, the following fields should also be included: Order Date, SKU Number and/or Description and NYS Net Delivered Price.

Question 14: How will the Contractor report sales to Authorized Users?

Answer: Cardinal's ordering system can create custom reports for the Authorized Users.

Question 15: What time periods should Cardinal be capturing for the Report of Sales and when are they due to OGS?

Answer: Cardinal shall furnish monthly and quarterly (January – March; April – June; July – September; October – December) reports to OGS. Quarterly Reports will be due as described in Attachment F to the Master Contract.

Question 16: Is Cardinal using authorized distributors under this contract, are the distributors required to submit reports directly to OGS or is the Contractor responsible for sending in all reports?

Answer: Cardinal is not using distributors under this contract. All reporting will be supplied by Cardinal and all payments will be submitted to/processed by Cardinal.