

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
OFFICE OF DIRECTOR

ACTION REFERRAL

TO	DATE
Roberts/Hutto/FOIA	5-31-13

DIRECTOR'S USE ONLY	ACTION REQUESTED
1. LOG NUMBER 000375	<input type="checkbox"/> Prepare reply for the Director's signature DATE DUE _____
2. DATE SIGNED BY DIRECTOR CC: Cox, Singleton Cleared 6/10/13, letter attached	<input type="checkbox"/> Prepare reply for appropriate signature DATE DUE _____ <input checked="" type="checkbox"/> FOIA DATE DUE 6-14-13 <input type="checkbox"/> Necessary Action

APPROVALS (Only when prepared for director's signature)	APPROVE	* DISAPPROVE (Note reason for disapproval and return to preparer.)	COMMENT
1.			
2.			
3.			
4.			

**RECEIVED**

**Brenda James**

MAY 31 2013

**From:** Colleen Mullis  
**Sent:** Friday, May 31, 2013 3:13 PM  
**To:** Rick Hepfer  
**Cc:** Brenda James  
**Subject:** FW: New 2013 SC-FOIA Request - Enrollment Broker Contract (Please Confirm Receipt & Processing) [FGI# xxxxx]  
**Importance:** High

Department of Health & Human Services  
OFFICE OF THE DIRECTOR

FOIA Request.

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**From:** Brooke Bailey  
**Sent:** Friday, May 31, 2013 2:38 PM  
**To:** Colleen Mullis  
**Cc:** Deirdra Singleton  
**Subject:** FW: New 2013 SC-FOIA Request - Enrollment Broker Contract (Please Confirm Receipt & Processing) [FGI# xxxxx]  
**Importance:** High

Colleen-

Can you please handle.

Thank you,  
Brooke

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**From:** Info Info  
**Sent:** Friday, May 31, 2013 2:38 PM  
**To:** Brooke Bailey  
**Subject:** FW: New 2013 SC-FOIA Request - Enrollment Broker Contract (Please Confirm Receipt & Processing) [FGI# xxxxx]  
**Importance:** High

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**From:** FOIA GROUP [<mailto:foia@foia.com>]  
**Sent:** Thursday, May 30, 2013 4:41 PM  
**To:** Info Info; Deirdra Singleton  
**Subject:** New 2013 SC-FOIA Request - Enrollment Broker Contract (Please Confirm Receipt & Processing) [FGI# xxxxx]  
**Importance:** High

Good morning, under the provisions of the South Carolina Freedom of Information Act, I hereby request a copy of the following documents identified to Enrollment Broker Contract:

- 1) Proposals (cost, technical) submitted both by PSI and Maximus
- 2) Final contract with PSI (may be Maximus now after acquisition)
- 3) Invoices issued to South Carolina by Maximus (PSI) for period spanning May 1, 2012 - April 30, 2013.

\*\*\* PSI was awarded the SC Enrollment Broker contract in Fall 2011. In early 2012, Maximus bought PSI.

Please confirm receipt and processing of this request. If you have any questions please contact me at foia@foia.com. I agree to pay reasonable foia fees, however, please notify me if these fees exceed \$55.00 for approval. Thanks, --- Rose Santos, c/o FOIA Group, Inc., P.O. Box 368, Depew, New York, 14043 Tel: (716) 608-0800, ext 502.



TO:

FROM:

SUBJECT: Cost of Processing FOIA Request #

The South Carolina Department of Health and Human Services has received and processed your FOIA request. The cost for processing this information is as follows:

Staff processing time at \$10.00 per hour	_____ Hours	\$ _____
Pages copied at \$.10 per page	_____ Pages	\$ _____
Pages faxed at \$.20 per page	_____ Pages	\$ _____
Shipping and Handling Costs		\$ _____
Other costs associated with the FOIA request:	_____	\$ _____
<b>Total Amount Due SCDHHS:</b>		<b>\$ _____</b>

Please remit the above amount to the following address:

**Bureau of Fiscal Affairs**  
South Carolina Department of Health and Human Services  
Post Office Box 8297  
Columbia, South Carolina 29202-8297

Please contact \_\_\_\_\_ should you have any questions.

\_\_\_\_\_  
Signature

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



June 10, 2013

Ms. Rose Santos  
FOIA Group, Inc.  
PO Box 368  
Depew, New York 14043

Dear Ms. Santos:

This is in response to your request for information from the South Carolina Department of Health and Human Services (DHHS) pursuant to the South Carolina Freedom of Information Act (FOIA) dated May 30, 2013 and received by DHHS on May 30, 2013. The contract referenced in our FOIA request was issued by the Materials Management Office and they retain the official file.


To obtain this information please contact: Vivian Alston, Materials Management Office, 1201 Main Street, Suite 600, Columbia, SC or contact her at [valston@mmo.sc.gov](mailto:valston@mmo.sc.gov) or (803) 737-0844. Enclosed are copies of the invoices from May 1, 2012 – April 30, 2013.

Our expense for extracting this information is Twelve and 41/100 dollars (\$12.41). Please make the check payable to the Department of Health and Human Services and send it to:

Department of Health and Human Services  
Department of Receivables  
Post Office Box 8297  
Columbia, SC 29202-8297

Thank you for your request. If you have any questions, you may contact Ms. Beth Hutto, Interim Deputy Director and Chief Financial Officer, at (803) 898-2955.

Sincerely,

  
Vicki Johnson  
Assistant General Counsel

VJ/lb

cc: Lynette Wilson

Enclosures



June 5, 2013

TO: Rose Santos  
FROM: Beth Hutto  
Interim Deputy Director  
SUBJECT: Cost of Processing FOIA Request # 375

The South Carolina Department of Health and Human Services has received and processed your FOIA request. The cost for processing this information is as follows:

Staff processing time at \$10.00 per hour	1 _____ Hours	\$10.00 _____
Pages copied at \$.10 per page	_____ Pages	\$ _____
Pages faxed at \$.20 per page	_____ Pages	\$ _____
Shipping and Handling Costs		\$ 2.41
Other costs associated with the FOIA request:	_____	\$ _____

**Total Amount Due SCDHHS:**

~~\$10.00~~

Please remit the above amount to the following address:

12.41

Bureau of Fiscal Affairs  
South Carolina Department of Health and Human Services  
Post Office Box 8297  
Columbia, South Carolina 29202-8297

Signature \_\_\_\_\_

Date \_\_\_\_\_