Addendum #2

Full-Service Medicaid Cost Recovery Services, Individual Education Plan System and Special Education Management System – Three Year Contract (FY22 – FY24) with Two One-Year Options

Issue Date: Wednesday, June 9, 2021

Bids Due: Wednesday, June 23, 2021 at 1:00PM

1. Does Providence Public School District (PPSD) plan to replace their current special education data system?

    With this solicitation, the district is pursuing bids to potentially replace our current special education data system. Just our service capture partners.

2. If #1 is 'Yes' does PPSD plan to implement the new system for the beginning of the 2021-22 school year?

    Yes, the district would be looking to implement the new system for the beginning of the 2021-2022 school year.

3. How much does PPSD currently pay for their special education system?

    In FY21, PPSD paid $55,680 for our special education system.

4. Can we please have clarification if PPSD intends on having providers submit paper logs for the vendor to enter in the electronic system?

    The paper logs we require for the vendor to enter are our Out of District Attendance Logs.

5. Will the district support the providers entering their logs in the service system platform instead of filling out paper logs?

    We anticipate that paper logs will still be used; we will not be able to entirely support providers entering their logs in the platform directly

6. Will the district, if new vendor is chosen, implement Medicaid claiming for 2021-2022 or will the time outlined effective 2022-2023 include both implementation of special education and Medicaid claiming?

   We will be looking to implement both solutions for the 2021-2022 school year.

7. In reference to "a web-based special education case management system that documents all SpEd and Section 504 activities including pre-referral, eligibility..." – please elaborate on what type of documentation you are referring to and how you want it stored for the pre-referral and eligibility components of that statement.

   Service capture documents, service delivery time.

8. The award date is July 1. What is the expected go-live date, e.g. what is the required date for all users to have access to the platform?

   Anticipated go-live date is September 1, 2021 but could be pushed to October 1, 2021 at the latest.

9. Page 6 of 13 – "Provide billing services for Medicaid reimbursement using an automated web- based system to monitor students receiving services, billing activities of providers, and payments billed and received."
   a. Does the District currently use a web-based system to manage these tasks?
   b. If so:
      i. Which system is currently used?

         Public Consulting Group – EasyIEP is the currently used system.

      ii. How long has the current system been used?

         Since 2014 at least.

      iii. Will the District require conversion of legacy data from the existing system?

         Yes, we will require conversion legacy data from the existing system.

         1. Will the current vendor provide assistance in any conversion activities?

            Yes – the current vendor will provide assistance in any conversion activity

         2. How much legacy data needs to be converted?

            At least five years of data.

iv. What are the current annual fees to use this web-based system?

10. Page 6 of 13– "The vendor must also collect the billing logs from the District, complete the claim and submit the claim to EDS electronically for reimbursement."
    a. Does the District currently capture any billing log information on paper log sheets?

    Yes

    b. If so:
        i. Will any billing log information continue to be captured on paper sheets after this new system is implemented?

        Yes, we anticipate that paper logs will still be used; we will not be able to entirely support providers entering their logs in the platform directly

        ii. Which services are captured on paper sheets?

        Out of District Attendance Logs.

11. Page 6 of 13 – "Provide an IEP system which is secure, web-based and SIF compliant."
    a. Does the District currently use a web-based IEP system?

    Yes

    b. If so:
        i. Which system is currently used?
        Powerschool

        ii. How long has the current system been used?

        2 years

        iii. Will the District require conversion of legacy data from the existing system?

        Yes

            1. Will the current vendor provide assistance in any conversion activities?

            Yes

            2. How much legacy data needs to be converted?

            We do not have an estimate for this.

        iv. What are the current annual fees to use this web-based system?

<div style="text-align: center; color: blue;">$55,680 in FY21.</div>

12. The District is asking for a new IEP system, a web-based special education case management system, and Medicaid reimbursement services. The general terms indicate that the District may award all components to the same organization, to different organizations, or reject proposals.

   a. What is the District's preference – single vendor or different?

   The district's preference is to use a single vendor.

   b. Will the "Live date" for all systems be the same or is the District okay with going live at different times, especially if multiple vendors are involved?

   The district will be okay with different live times.

13. Page 6 of 13 – "Provide an IEP system which is....SIF compliant." AND "The District currently uses Skyward and the IEP system must be able to accept uploads in a CSV format..."

   a. The District requires both CSV interface and SIF interface with the Skyward SIS. Which interface mechanism will the District use to interface with the SIS?

   CSV

14. Page 7 of 13 – "Provide the Department with all necessary customized Medicaid billing forms."

   a. Which "Department" is the District referring to?

   The district is referring to the Finance Department and/or the Specialized Instruction Department.

   b. Is the District referring to paper forms?

   No, we're not referring to paper forms.

15. Page 7 of 13 – "Print, mail and track parent authorization/notification letters relative to third party payment of claims. Also required to store these documents."

   a. Does the District's current provider provide this service?

   Yes.

   b. Will the awarded vendor be required to store legacy consent documents that are currently held/stored by the incumbent provider?

   Yes.

c. Are current letters stored by the incumbent provider in paper form? If so, approximately how much room do these historical letters take up and will the District ship these to the awarded organization?

No, the incumbent provider is not storing current letters in paper form.

16. Page 7 of 13 – "Provide data entry of claims as needed."
a. What services/claims require manual data entry?

Out of district attendance logs and the RIDE transportation logs.

b. How many services/claims require manual data entry?

180-200 paper logs for the out of district attendance logs. We do not have an estimate for the number of RIDE transportation logs as those are sent directly to the vendor by RIDE.

c. If the new system is capable of capturing all services electronically, is it the District's intention to halt all paper logs or does the District intend to continue capturing some services on paper logs?

No, it's not the District's intention to halt all paper logs even if the system is capable of capturing all services electronically.

17. Does the District currently submit claims for all eligible reimbursable services under the Rhode Island School Medicaid program?

Yes.

a. If not, which services are not currently submitted for claiming?

N/A

b. If not, is it the District's intention to begin submitting claims for all eligible reimbursable services?

N/A

18. Please provide the following information regarding the District's historical experience for the last three years:
a. Annual number of individual paid claims

For FY20, approximately 105,000. For FY19, approximately 110,000.

b. Annual reimbursement to the District by service type (PT, OT, nursing, etc.)

We are unable to provide this information at this time.

    c. Annual fees paid to the incumbent Medicaid billing provider

Approximately $90,000

19.   This proposal is due on June 16, 2021. Year 1 of the contract begins on July 1, 2021. The last school board meeting published on the District's website is June 16, 2021. Will this solicitation be awarded before July 1, 2021?

    a. If not:

        i. When does the District anticipate an award date?

The bid opening date has been extended to June 23, 2021. The district anticipates completing the bid review and contract award as quickly as possible, including School Board review if needed.

        ii. When does the District expect the "live date" for these new systems where District staff are using them in daily activity?

Anticipated go-live date is September 1, 2021 but could be pushed to October 1, 2021 at the latest.