



TO: Prospective Offerors

FROM: Jamie Carter
Procurement Manager

DATE: July 17, 2019

SUBJECT: Addendum # 1 –RFP #07232019-1400
Third Party Medicaid Billing

This Addendum #1 to the subject RFP, is issued to answer questions received by the due date and time and provide clarification. School Board of the County of Spotsylvania will herein be referred to as “SBCS”.

Q1: Are there staff that you would like to keep onsite?

A1: Currently there is one full time staff member that also handles Medicaid Billing. The plan is for that position to oversee the entire third party billing program and assist as needed.

Q2: Is there a copy of the last prior contract award available to see?

A2: There has been no prior contract award for this type of service.

Q3: Is SWaM part of the process or this an open blanket purchase order?

A3: This solicitation is a Request for Proposal which will result in a contract award. SWaM is a consideration.

Q4: How many FTE (full time employees) were on prior contract?

A4: There has been no prior contract award for this type of service.

Q5: Whether companies from outside USA can apply for this?

A5: The awarded vendor MUST have an active SCC number with the State of Virginia prior to award.

Q6: Whether we need to come to Spotsylvania County Public Schools for meetings?

A6: This may be a requirement. It will depend on the needs and situation.

Q7: Can we perform the tasks (related to the RFP) outside the USA?

A7: The awarded vendor MUST have an active SCC number with the State of Virginia when the proposal is submitted. Prior experience with school districts in Virginia is also a factor in award. Local preference will be given.

Q8: Can we submit the proposals via email?

A8: SBCS will not accept emailed proposals.

Q9: What service types does the District currently bill for?

A9: Occupational Therapy, Physical Therapy, Speech Language Pathology, Nursing Services and Transportation Services with the possibility of billing for Counseling Services and Psychology Services in the FY19/20 School Year.

Q10: How much revenue has the District received for the last 4 years from the Direct Service Medicaid program (broken down by year)?

A10: FY15 - \$932,616.44, FY16 - \$795,426.51. FY17 - \$937,203.98, FY18 - \$919,204.38 and FY19 to date is \$1,176,143.14 (billing for FY19 is not yet completed). All revenue for each fiscal year includes revenue from the Reconciliation of Cost Report.

Q11: What is the Districts approximate percentage of students that are Medicaid eligible?

A11: Approximately 27%

Q12: What percentage of IEP students does the District have parental consent to bill Medicaid for?

A12: Approximately 85%.

Q13: How many service providers will be billed?

A13: 50 Service Providers not including Social Workers and Psychologists.

Please acknowledge receipt and acceptance of this Addendum #1, by completing the section below and returning with your bid package.

Signature of Authorized Bidder

Print or Type Name

Date

Title

Company Name

Addendum # ____