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Arlington Public Schools  
Purchasing Office

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NOTICE OF ADDENDUM NO. 1

Issued on July 18, 2017

<u>RFP TITLE :</u>	THIRD PARTY BILLING AND DOCUMENTATION OF MEDICAID IN SCHOOLS PROGRAMS
<u>RFP NUMBER:</u>	04FY18
<u>RFP ISSUE DATE:</u>	JULY 10, 2017
<u>PROPOSAL DUE DATE AND TIME :</u>	JULY 21, 2017, PRIOR TO 2:00 P.M. (LOCAL PREVAILING TIME)

ADDENDUM NO. 1

III. INSTRUCTIONS TO OFFERORS

Renumber paragraph 18 in section III. C. Additional Information to be paragraph 16 as shown below

**16. CONTRACTOR CERTIFICATION REGARDING CRIMINAL CONTRACTOR**

The Contractor shall submit to APS a completed Contractor Certification Regarding Criminal Convictions on the form provided by APS.

V. PROPOSAL EVALUATION PROCESS, METHOD OF CONTRACT AWARD

B. PROPOSAL EVALUATION CRITERIA

Initial Evaluations Criteria

	Weight	Evaluation Criteria
1.	40%	Previous experience of Offeror in delivering Third Party Billing and Documentation of Medicaid in Schools Programs
2.	30%	211HURU\ V PHWKRGRORJ\ WR SURYLGH understanding of the requirement
3.	10%	Any general information F R Q W D L Q H G L Q W K H 211H supplements -B above
4.	20%	Fees for services 40% Medicaid Billing Consulting and Support Fees 60% Percentage of Reimbursement of Billable Claims Retained by the Contractor
	100%	TOTAL

If Shortlist Interviews are conducted, Offerors selected will be asked to provide information that serves to clarify the 211HURU Proposal. The Shortlist Interviews may include a presentation, a product/service demonstration, and a question and answer session. Offerors selected for Shortlist Interviews will be evaluated in accordance with the evaluation criteria listed below:

Shortlist Interviews Evaluation Criteria

	Weight	Evaluation Criteria
1.	30%	

NOTE: , I LQ WKH VROH RSLQLRQ RI Financial Statement does not  
GHP RQ VWUDWH WKH 2IIHURU V DELOLW\ WR JHQHUDWH VXI  
DQG ILQDQFLDO REOLJDWLRQV \$36 ZLOO UHMHFV WKH 2IIH  
award.



answer: Therapists submitted DMAS paper therapy logs to the Medicaid Coordinator on a monthly basis. The Medicaid Coordinator submitted claims to the DMAS web portal.

13) Regarding Section III.C. Additional Information, item paragraph count goes from 15 to 18, is the omission of 16 and 17 correct or are there additional items that apply?

answer: There is a typographical error with the numbering. Paragraph 18 should have been numbered as paragraph 16.

14) Section II.E. Reporting Requirements, Claims Status (Approve/Denied), Arlington Public Schools is UHTXHVWLQJ WKLW UHSRUW E\ \$0 RQ 0RQGD\TV ZKHQ GRHV W advice from DMAS?

answer: The remittance is received from DMAS on Tuesdays each week.

15) Regarding Section IV.A. General Requirements, paragraph 1 states that the fee schedule should be included in both the original hard copy as well as the electronic copy; however, paragraph 3

states 3 2 QO\ WKH 2ULJLQDO 3URSRVDO VKRXOG FRQWDLQ SULFLQJ LQ electronic copy should contain a fee schedule or not.

answer: Data will be exported from Synergy and then made available to be imported into another system. The two systems will not speak to each other directly. Please see page 9 of the RFP. It is important that

answer: Yes, Appendix F Fee Schedule is a requirement