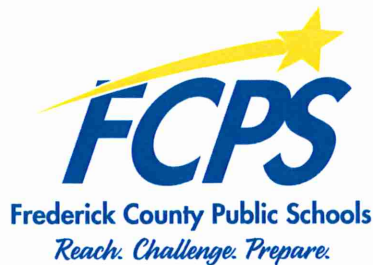


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ADDENDUM

June 11, 2019

ADDENDUM # 1

RFP 19MISC10, Medical Claims Processing Software/Service

**DUE DATE & TIME: FCPS Main Lobby, Thursday, June 13, 2019, prior to and time stamped
no later than 11:00 A.M.**

This addendum is being issued to provide additions, corrections, clarifications and answers to certain questions raised referencing the original RFP and any resultant contracts for the above RFP.

1. Is there an incumbent for this RFP? No If so, please list existing contract information. **Dawkins Medical Management is the existing single source provider. The contract expires effective following the issuance of a two-week notification of a new contract from the RFP.**
2. What is the total estimated claim volume? Per month? **On average \$350,000 per month.**
3. What is the approximate number of staffs to be trained? **Approximately 500 possible providers will receive the training.**
4. What are the provisions for training?
 - a. Is this all staff training at once or separate sessions/locations/dates/etc.? **A combination of both due to the fact that we will have some late hires and will need some time to onboard new hires. We would like to have a train the trainer model. We are looking for the large training session to occur this summer in July. Refer to the RFP Implementation Timeline on page 14 of the RFP.**
 - b. Will training be onsite or remote? **Could be a combination of both based upon provider availability and plan for professional learning.**
5. "Upload student information" is mentioned which eludes to the need for data conversion; where is this information coming from and in what format? **Refer to the software features and software license provisions on pages 26 and 27**
 - a. What is the scope of the student information to be uploaded? **Student information from the public school system student information systems**
 1. **eSchool Plus Student Systems**
 2. **Maryland Online IEP systems**
 - b. Will test data be provided prior to final conversion? **The expectation is that the vendor provide this to FCPS.**
6. How many integrations will be required and what are the individual purposes of each? **Refer to the software features and software license provisions on pages 26 and 27**
7. Do you require guidance on billing or just the ability to integrate with the IEP and create/submit (transmit) the

bills (claims)? **No, we need the vendor software to transmit and submit billing claims to the integrated systems outlined on pages 26-27.**

8. Are you looking for an existing product that can be modified to integrate (MOTS) or a custom solution? **We need the vendor software to transmit and submit billing claims to the integrated systems outlined on pages 26-27.**
9. Will a testing environment with integration partners be available for integration testing? **The expectation is that the vendor provide this to FCPS.**
10. The requirements mention “web-based” but do not appear to mention hosting. Will this solutions be cloud hosted? Is the contractor expected to host? **Vendor shall adopt, implement and maintain commercially reasonable security measures and procedures (including, firewalls, passwords, encryptions, commercially available virus protection, access and use of adequate back-up computer servers, and periodic back-up of data) on a continuing basis. Vendor acknowledges that FCPS data housed on the Vendor system is the property of FCPS and Vendor agrees not to use such data for any purpose except to the extent necessary to fulfill its obligations under this Agreement. Vendor agrees that it shall treat the FCPS data with the same degree of care as it accords its own confidential information of a similar nature. Vendor will agree to comply with the provisions regarding the protection of confidential student data as proscribed in Maryland Student Data Privacy Act of 2015 (H.B. 298), and FCPS Policy 442: Student Data Privacy.**
11. What are the SLA requirements for availability of the software (uptime, downtime)? **We will need the software available all the time. We will work with the vendor to schedule downtimes during non-work hours for update and maintenance.**
12. What are the SQL requirements for support? **Must be able to meet the requirements for the school system based upon our needs outlined in the RFP. The vendor needs to determine how much storage and hardware/software requirement is needed to run on servers using Windows. This will need to be adjusted over time based up on student enrollment.**

Thank you for your interest in bidding with Frederick County Public Schools and we apologize for any inconvenience this may have caused.

Sincerely,

Kim Miskell 

Kim Miskell, CSBO
Assistant Purchasing Manager

km/jc

pc: Michelle Concepcion, Director of Instruction and Student Performance