

ADDENDUM NO. 1

REQUEST FOR PROPOSALS (RFP) #067-NN10 FOR MEDICAL CONSULTING SERVICES AND HEALTH PLAN OMBUDSMAN THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA MAY 29, 2013

PURPOSE OF ADDENDUM

This Addendum has been prepared to provide additional proposal information.

ACKNOWLEDGMENT OF ADDENDUM TO RFP

As required in the RFP, proposers are reminded that they should either acknowledge receipt of this addendum on their proposal, or attach this addendum to their proposal. In order to acknowledge receipt of this addendum on their proposal, proposers should properly complete Proposal Forms.

STATUS OF ADDENDUM

This is the first (1st) addendum that has been issued for Request for Proposals: #067-NN10, Medical Consulting Services and Health Plan Ombudsman.

ADDITIONAL INFORMATION REQUESTED

The following is provided in response to proposers' specific requests for additional information – responses are in red:

1. M-DCPS has included form FM-3920 for MWBE Certification Application as part of the RFP. Our company is not, nor do we seek, certification for MWBE status. Are these forms still required to be included as part of our response submission?

We advise you to return the form (FM-3920) even if it is not applicable.

2. Is the 2012 award of this RFP available for review?

The RFP was not awarded in 2012. Please see the attached 11/22/11 Board Meeting Agenda item (E-66) which shows M-DCPS' decision to take advantage of the additional two (2) year period renewal option stated in the 2008 award of this RFP.

3. Based on the last 3 years, how much time was billed for these services monthly/annually?

FY 2010-11 (July 1, 2010 – June 30, 2011)	109.6 Hours
FY 2011-12 (July 1, 2011 – June 30, 2012)	184.5 Hours
FY 2012-13 (July 1, 2012 – June 30, 2013)	101.6 Hours (through April 30, 2013)

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FOR
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4. How much was budgeted on an annual basis in 2012 for these services?

We budget \$50,000.00 every fiscal year.

5. How much time is expected to be needed for the services described in this RFP?

This will always be a variable number depending on what situations arise.

6. What percentage of the services is administrative and what percentage is hands-on medical?

Other than repackaging the billing invoices for medical evaluations, the majority of the services should be considered hands-on medical/medical consulting.

7. Would the award of this bid prevent the provider from performing workers compensation medical care for Miami-Dade Public Schools?

No.

Financial Services
Richard H. Hinds, Chief Financial Officer

**SUBJECT: RENEWAL OF MEDICAL CONSULTING SERVICES
CONTRACT WITH CONCENTRA INTEGRATED
SERVICES, INC.**

**COMMITTEE: INNOVATION, EFFICIENCY & GOVERNMENTAL
RELATIONS**

**LINK TO STRATEGIC
FRAMEWORK: FINANCIAL EFFICIENCY/STABILITY**

At the Board meeting of October 15, 2008, the Board authorized the Superintendent to enter into a contract with Concentra Integrated Services, Inc. (Concentra), pursuant to the provisions of Request For Proposal (RFP) 087-HH10, Medical Consulting Services and Health Plan Ombudsman, and the proposal received in response to the RFP. The contract was awarded for an initial three year term, effective November 1, 2008, with fees of \$275/hour, subject to a maximum fee per case of \$5,000, with the ability to extend the contract for an additional two-year period. This award language was in keeping with the period of contract language of the RFP, which authorized renewal of the contract by mutual agreement between the School Board and the awardee, assuming satisfactory service and pricing.

The Office of Risk and Benefits Management serves as the point of contact for the medical consultant and for various District offices requiring their services. Annual expenditures for this contract have averaged \$50,000 during the initial 3-year award term and are funded from the district's self insured general liability loss fund.

Pursuant to the terms of their contract, Concentra provides advice to the District and its staff on medical matters related to general liability and other issues shown below:

- issues related to the Americans with Disabilities Act (ADA) including preparing medical reports and attending meetings of the Board's District Consultative Committee (DCC), the committee charged with determining eligibility and requests for accommodations under ADA;
- issues related to return to work and/or light duty associated with Workers' Compensation cases;
- creation of a panel of physicians to conduct "fitness for duty" evaluations for the Office of Professional Standards; and
- providing independent medical advice to assist in resolving problems with the health plan that cannot be resolved in a timely manner through the normal grievance procedures.

E-66

As a result of negotiations, Concentra is willing to continue providing services specified in the RFP at the current terms and conditions, including the pricing structure of \$275/hour, subject to a maximum cost of \$5,000 per case for an additional two year term, effective November 1, 2011 through October 31, 2013. Because staff is satisfied with Concentra's performance in providing requested services to the District, a two year contract extension is being recommended. Prior to the ending of the two year term, staff will prepare a Request For Proposal (RFP) to seek competitive proposals for a new contract.

RECOMMENDED:

That The School Board of Miami-Dade County, Florida, authorize renewal of its contract with Concentra, pursuant to the provisions of RFP # 087-HH10, for an additional two year term, effective November 1, 2011 through October 31, 2013 with all terms and conditions of the renewal contract to remain the same as expiring, with fees of \$275/hour subject to a maximum fee per case of \$5,000.

RHH:sbc