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THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
SCHOOL BOARD ADMINISTRATION BUILDING
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BID/RFP ADDENDUM

Date: 04/20/2022

Addendum No. 1

BID/RFP No. RFP-21-032-VF BID/RFP TITLE: Workers Compensation Program Services

This addendum modifies the conditions of the above-referenced BID/RFP as follows:

The attached document provides answers to questions received regarding this RFP. In addition, Revised Workbooks have been included with this addendum.

All other terms and conditions of the RFP will remain the same.

All information, specifications terms, and conditions for the above-referenced BID/RFP, are included on the document posted on the Procurement Management website at http://procurement.dadeschools.net

The attached pages containing clarifications, additional information and requirements constitute an integral part of the referenced bid. If your bid/proposal has not been submitted, substitute the pages marked REVISED and mail your entire bid/proposal package.

I acknowledge receipt of Addendum Number 1

PLEASE NOTE: If your firm has forwarded a copy of this bid/proposal to another vendor, it is your responsibility to forward him/her a copy of this addendum.

(PLEASE TYPE OR PRINT BELOW)

LEGAL NAME OF BIDDER: _____

MAILING ADDRESS: _____

CITY, STATE ZIP CODE: _____

TELEPHONE NUMBER: _____ E-MAIL _____ FAX # _____

BY: SIGNATURE (Manual): _____
OF AUTHORIZED REPRESENTATIVE

NAME (Typed): _____ TITLE: _____
OF AUTHORIZED REPRESENTATIVE

Request for Proposals

RFP-21-032-VF

Workers Compensation Program Services - Medicare Set Aside, Transportation & Translation, Surveillance & Investigation and Clinical Services

ADDENDUM NO. 1

QUESTIONS AND ANSWERS:

Q1: Is this RFP a holdover from 2021?

A1: This RFP was not released in 2021.

Q2: Are we just submitting on MSA services?

A2: Pursuant to Section 4.2 of the RFP, Proposers can respond to all services, a combination of services or just one.

Q3: Everything should be submitted by 5/5/22?

A3: Yes, the due date is 5/5/22 no later than 1:00 pm EST, any responses submitted after the due date will not be considered.

Q4: Whether companies from Outside USA can apply for this? (like, from India or Canada)

A4: There is no geographic requirements for proposers. However, please note some services require a local presence to provide the service.

Q5: Whether we need to come over there for meetings?

A5: While not routine, in person meetings may be requested periodically for the awarded proposers.

Q6: Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada)

A6: There is no geographic requirements for proposers. However, please note some services require a local presence to provide the service.

Q7: Can we submit the proposals via email?

A7: No.

Q8: Is the minimum rate for transportation services one way or roundtrip?

A8: It depends on the nature of the requested transportation service. For example, if the transportation service is to take an injured worker to and from a physical therapy session and the transportation billing includes wait time while the injured worker is in their session, the minimum will apply once to the round trip. If the transportation service is to take the injured worker to work in the morning and then home in the afternoon, the minimum would apply twice.

Q9: Hello just checking on the workbook portion of the proposal? Do we need to also fill that portion out and submit aside from the pricing? The remainder of items are included in the required forms and or docs to be included.

A9: Both the RFP Forms and the applicable workbook for the service(s) being proposed should be completed.

Q10: Who currently provides Section 111 reporting services?

A10: Section 111 Reporting services are not being requested in this RFP.

Q11: How will that reporting information be made available to the vendors completing the MSA and Conditional Payment work?

A11: The claims administration staff requesting an MSA will provide the awarded MSA vendor with all available and needed documentation.

Q12: If determined Section 111 reporting needs to be updated, how does MDS request vendor to communicate and to who?

A12: Section 111 Reporting services are not being requested in this RFP.

Q13: How does MDS receive conditional payment notices?

A13: These are received by the third-party administrator.

Q14: How would MDS like the MSA vendor to handle cost mitigation opportunities discovered when preparing the MSA?

A14: Awarded vendors will communicate with the claims administration staff who requested the MSA.

Q15: How many Treasury cases did MDS have in 2021?

A15: Section 111 Reporting services are not being requested in this RFP.

Q16: Will system access be made available to the vendor to pull documents to complete services?

A16: No. The claims administration staff requesting specific services will provide needed documents.

Q17: Workbook A seems to be missing a question provided in the solicitation ("Conditional payment and Medicare lien research and resolution"). Will an amended excel document be provided to offerors or should this question not be answered?

A17: An amended excel document will not be provided at this time for this area. Please feel free to provide additional information within your proposal.

Q18: Are offerors allowed to attach separate documents/exhibits (such as proof of insurance) with our bid within the DemandStar portal?

A18: Yes.

Q19: On Workbook A, tab 2 Min Quals, the drop-down arrows come up blank. Will an amended excel document be provided to offerors?

A19: Please refer to Revised Workbooks included with this addendum.

Q20: Please confirm that a single submission through DemandStar is compliant with this RFP request. Hard copy to your office is not required.

A20: Confirmed.

Q21: Workbooks –Tab 2 Min Quals - the first box, that requires a Yes or No response, has nothing in the dropdown. Unable to type in a response. (This appears on each of the workbooks)

A21: Please see response to question #19.

Q22: Please elaborate on the type of response you are looking for regarding the Evaluation criteria as stated in: Section 6.2 Response Format (6) Ability to Perform Scope of Services Provide a response to all of the items listed in the following sections of this RFP: c. Evaluation Criteria section for the services within this RFP on which your firm wishes to propose

A22: As part of the Proposers response to Section 6.2 (6), Proposers are encouraged to detail their responses to the evaluation criteria as set forth in Sections 7.4.1, 7.4.2, 7.4.3 and/or 7.4.4.

Q23: Regarding Clinical Services, are you looking for a network of specialty providers, or case management of specialty cases?

A23: Regarding Clinical Services, the District is looking for proposers who can provide access to unique specialty medical services when needed. Networks of specialty providers will be considered. Please see the description in Section 4.7 of the RFP.

Q24: How would the proposed clinical services resources be different from Flexworks?

A24: In general, Flexworks agreements are established to provide routine occupational injury related medical services. The Clinical Services requested in Section 4.7 of the RFP are intended to assist the District in accessing unique specialty services that are not encompassed by the Flexworks agreements and are not routinely needed but may be needed for rare circumstances.

Q25: For Clinical Services - Would these be providers that typically do not treat WC? Or would they be considered part of Flexworks?

A25: The Clinical Services requested in Section 4.7 of the RFP are intended to assist the District in accessing unique specialty services that are not encompassed by the Flexworks agreements and are not routinely needed but may be needed for rare circumstances.

Q26: RFP-21-032-VF Page 25 SECTION 4.6 – SURVEILLANCE & INVESTIGATION SERVICES Field Surveillance: Includes but not limited to video surveillance, still photography, limited data base background check – vehicle ownership, driver's license and residence information and applicable reporting including electronic transmission of findings.

Does the School Board of Miami Dade County anticipate "video surveillance" to include both fixed (unmanned) and manned surveillance operations as part of the expected Surveillance & Investigation services? If there is a distinction between fixed (unmanned) and manned surveillance, can the Board provide instruction on how to distinguish that in the completion of Workbook C Surveillance and Investigations Tab 4 Pricing as there is only a category for Field Surveillance?

A26: Proposers are encouraged to provide details regarding the services that they can provide and to provide details that will help M-DCPS evaluate the benefit of such services. If additional pricing categories apply, please use the Miscellaneous Fees category to detail the pricing or include pricing options within the applicable pricing row.

Q27: RFP-21-032-VF Page 25 SECTION 4.6 – SURVEILLANCE & INVESTIGATION SERVICES The School Board of Miami Dade County includes Social Media Checks as surveillance and investigation services expected to be provided in this contractor role.

Dark Web search capability is highly relevant to worker's compensation investigation. Will the Board include/authorize Dark Web search/monitoring capabilities for this role and is the board open authorize additional funding to cover these capabilities above what is shown in the table Historical Surveillance and Investigation Charges provided on page 26 of the RFP?

A27: Proposers are encouraged to provide details regarding the services that they can provide and to provide details that will help M-DCPS evaluate the benefit of such services. If additional pricing categories apply,

please use the Miscellaneous Fees category to detail the pricing or include pricing options within the applicable pricing row.

Q28: RFP-21-032-VF Page 25 SECTION 4.6 – SURVEILLANCE & INVESTIGATION SERVICES Additional Technology: The District is interested in other services that can be provided, including with additional advanced technology.

Will the Board consider/approve medical record review services by Fraud/Waste/Abuse licensed clinicians specializing in worker's compensation claim medical review using enhanced medical record review technology including AI, NLP, machine learning and automation as an expansion to this contractor role? If so, will the Board authorize additional funding to cover these services above what is shown in the table Historical Surveillance and Investigation Charges provided on page 26 of the RFP?

A28: Proposers are encouraged to provide details regarding the services that they can provide and to provide details that will help M-DCPS evaluate the benefit of such services. If additional pricing categories apply, please use the Miscellaneous Fees category to detail the pricing or include pricing options within the applicable pricing row.

Q29: If we submit our response through DemandStar must we also provide a hard copy? One section in the RFP seemed to indicate no, but another section of the RFP seemed to indicate yes.

A29: Pursuant to Section 6.1, Submittal Instructions, Proposers can submit a response through DemandStar ONLY or submit a response through DemandStar AND submit a hardcopy response. Hardcopy responses are not required.

Q30: When we submit our response through DemandStar do you want one upload of the entire response or separate uploads divided into sections? If you want it divided into sections, do you have guidance as to how you want the sections uploaded?

A30: Proposers may submit one complete response attachment or a series of attachments, as deemed necessary for a Proposer to submit a complete response to this RFP.

Q31: Also, I, unfortunately, forgot to diary the pre-bid conference for this morning. Will there be access to a recording of the conference?

A31: Please refer to the following link to access the pre-proposal meeting recording:

https://miamidadeschools-my.sharepoint.com/:f:/g/personal/285667_dadeschools_net/Em4GoFwf4BBOn10rInRqzh0BTQ8lJtpzhQEMK6BztHvsNA?e=nPrrQz

Q32: Hello in regards to the XL workbook – many of the question are part of the RFP package and will be submitted in our pdf doc. Do you want the information also on the workbooks or is that a guideline for the submission? I understand the pricing XL should be submitted.

A32: Please provide information in the workbook even if duplicative.

Q33: Are we able to respond to a portion of the services?

A33: Yes.

Q34: I need clarification as to whether these two screens attached are part of the bidding process? I am not sure what information is needed. Can you clarify? I use a MAC and it might be showing more information than necessary. I believe we are to start on the First Tab correct?

List Box Name	Value
ListSentCensusOn	diskette
	hard copy
	email
	CD
ListReplaceSupp	replace
	supplement
ListYesNoSeeExplain	Yes
	No - See "Explanation"
ListYesExplain	Yes - See "Explanation"
	No
	N/A
ListYesNo	Yes
	No
ListYesNoNA	Yes
	No
	N/A
ListYesNoNotRequested	Yes
	No
	Not Requested
ListYN_NSeeExpNotReq	Yes
	No
	No - See "Explanation"
	Not Requested
ListCompleted	Completed
	Not Completed
ListCompNotExplain	Completed
	Not Completed - See "Explanation"
ListAttached	Attached
	Not Attached
ListABC	a
	b
	c
ListYesNotRequested	Yes
	No
	Requested

A34: Proposers are only requested to complete the numbered tabs in the excel workbook for the service(s) being proposed.

Q35: It states on page 36 of the solicitation: "By submitting a proposal, the Proposer agrees to be bound by and to execute the Sample Agreement, Exhibit 17 of this RFP." Are offerors allowed to provide a marked-up Sample Agreement, with suggested edits in proposal submission instead and have the new Sample Agreement signed and offerors bound to it following contract award?

A35: Yes, deviations from the sample agreement will be considered. Please provide proposed deviations in your response.

Q36: Should requested exceptions to the contract terms and conditions that are included in Exhibit 17 – Proposed Contract Agreement be included under Tab 5 of the proposer's excel sheet? If so, is there a preferred format in which the proposer should request consideration of an exception to contract terms?

A36: Yes, deviations should be detailed on Tab 5 of the excel workbook. There is no preferred format.

Q37: It is indicated as a requirement in Section 5: C. "Be regularly engaged in the business of providing the service(s) proposed for this RFP for a minimum of three (3 years)". Firm was established in January 2021, so the organization is not yet 3 years old, however, the founder/owner and ALL other personnel have been involved in the overall business industry of MSA's and Conditional Payment Services for well over 3 years, most in excess of 12 years or more. Please advise if this will meet the qualification requirements.

A37: This will not meet the minimum requirement.