

ADDENDUM ONE

DATE: February 4, 2013

TO: All Vendors

FROM: Mary Lanning, Buyer
State Purchasing Bureau

RE: Questions and Answers for RFP Number 4216Z1
to be opened February 12, 2013, 2 PM Central Time

Following are the questions submitted and answers provided for the above mentioned Request For Proposal. The questions and answers are to be considered as part of the Request For Proposal.

QUESTIONS	ANSWERS
1. The proposal requires attendance at three key meetings as listed on page 34. Are the dates of those meetings currently available? (2013 & 2014 Immunization Manager's Meeting and the 2013 National Immunization Conference.)	The National Immunization Conference for 2013 has been canceled. The date in 2014 is yet to be determined. The Program Manager's meeting will likely be in November 2013. The date is yet to be determined. This grant may be finished before the program manager's meeting in 2014.

QUESTIONS	ANSWERS
<p>2. When preparing a budget for the Pilot Program we would need to know if the grant funds will be used to purchase billing software, EMR software, computers, scanners, printers, etc. In our previous pilot experiences, the cost requirements have been substantial. However, there are also some inexpensive options available for small, low volume public immunization clinics. (The amount of money needed can vary greatly depending on the clinic in the Pilot.)</p> <p>Please let us know what needs to be included when budgeting for the pilots?</p> <p>Also, if we develop a model for outsourcing to a third party billing company, will we need to include costs to compensate for start-up and ongoing expenses as the program evolves? Also, the pilot public immunization clinics will be required to be credentialed, which will require additional costs. Please provide direction.</p>	<p>Grant funds would be used to purchase equipment based on the feasibility study.</p> <p>Please provide a list of prices for items that could be purchased for the pilot project: billing software, computers, scanners, printers, etc.</p> <p>As you develop billing models based on the feasibility study on the differing public immunization clinics please provide line item costs for credentialing clinics and processing claims.</p> <p>All items and costs associated with the pilot project will be determined by the outcomes of the feasibility study and the size and type of public immunization clinic to be piloted.</p>

QUESTIONS	ANSWERS
<p>3. After the contract is awarded, will there be flexibility in the list of deliverables and time lines, based on contractor inputs, findings made in the implementation process and direct input from Nebraska's DHHS staff?</p> <p>For example, in previous work, we have found that it was beneficial to create a comprehensive "How To" manual for billing prior to implementation of the pilots. In Iowa we called it the Billing Toolkit. In Indiana, it is the Indiana LHD Billing System Manual. As we proceed, you may want to consider this as a benefit for both implementation of the pilots and for future training with all public immunization clinics.</p> <p>Also, as we examine the proposed time lines, it is important to take into account the 90-to-120 days it takes for third party payers to process credentialing documents. This will have an impact on timing for the project. So, some flexibility is needed.</p>	<p>There will be flexibility in the deliverables and their time line. The time line is used as a guideline and starting point for the project. Some deliverables may overlap others or may be ongoing throughout the feasibility study.</p>
<p>4. The proposal states that payments to the contractor will be made when terms and conditions are met. When we've executed this grant in Iowa and Indiana, we were paid on a monthly basis, based on time and expenses incurred during the previous month. (We provided an invoice at the end of each month.) How do you envision compensation being made in this project?</p>	<p>Compensation is made in this project based on completion of the deliverables and the cost proposal sheet.</p> <p>Invoices may be submitted as deliverables are completed.</p>