

ADDENDUM ONE

DATE: April 9, 2013

TO: All Vendors

FROM: Ruth Gray/Michelle Musick, Buyer
 State Purchasing Bureau

RE: Questions and Answers for RFP Number 4299 Z1
 to be opened April 24, 2013

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. We want to participate in the Medical Transcription RFP for the State of NE. I tried to download the RFP from the desired site but unable to do so. It will be great if you can email me the RFP in question.	Click on the following link to view the RFP: http://das.nebraska.gov/materiel/purchasing/4299.pdf
2. Is the use of offshore transcriptionists acceptable or must all work be completed within the USA?	Refer to IV D Important Security Considerations.
3. Who is the current contract holder?	The current contractor is Stone Network, Inc.
4. What is the current contracted price per line?	Click on the following link to view the current contract: http://das.nebraska.gov/materiel/purchasing/contracts/pdfs/32954(o4)ren(4)awd.pdf

QUESTIONS	ANSWERS
5. Regarding the RFP package itself, besides the Contractual Service Form (i) and Form A (29), what specific pages need to be returned? There are numerous pages within the Terms & Conditions section which contain Accept & Initial spaces. do these have to be initialed and returned?	Refer to II. L Mandatory Requirements for the list of items that need to be included in the proposal response.
6. From page 4 section F, are loose-leaf or 3-ring binders mandatory for proper presentation?	Loose-leaf binders are preferred.
7. Can you tell me the character count total for the previous year?	Approximately 932,000 lines were transcribed in the previous contract year.
8. Can you tell me the total number of minutes dictated the previous year?	This information is unknown at this time.
9. Are all of the DDS completed reports sent electronically to the doctors via the Social Security EME website or are some of the reports printed? If any reports are printed, are they to be printed at the transcription office and mailed to your DDS office? Are reports which require printing to be sent through the Social Security EME website to your DDS office, with DDS personnel responsible for printing the reports?	<p>All the reports are printed.</p> <p>No, they are not to be printed at the transcription office and mailed to the DDS.</p> <p>The EME website is not used by the transcription contractor.</p>
10. Who currently performs this work and what price are you paying?	See answers to questions #3 and #4
11. Who holds the current contract and when does it expire?	<p>See answer to question #3.</p> <p>The current contract expires on June 30, 2013</p>
12. What is the current contract rate per line/page and what is the total annual contract amount?	<p>See answer to question #4</p> <p>The total annual contract amount is determined by the number of lines dictated each year.</p>

QUESTIONS	ANSWERS
13. Although stated there are no special templates, are there any formatting requirements? Could you provide a sample document in MS Word format – redacted for security and confidentiality – so that we may review those requirements?	There are no formatting requirements. See Addendum One samples.
14. What is the definition of a "65 character line" for pricing purposes? Visual black characters, with or without spaces, etc.	A 65 character line includes all typed characters and spaces.
15. Will all dictations have a 24 hour turnaround time (TAT) or are there instances of rush files needing to be returned earlier? If so, what is the percentage of transcripts requiring a normal 24 hour TAT versus those considered rush files?	There are rarely instances of rush files. Rush files are less than 1%.
16. Who was the previous contractor, with Medical Transcription Services for the State of Nebraska?	See answer to question #3.
17. What pricing structure did they offer? Including prices.	See answer to question #4.
18. Was all work performed with the United States of America?	All transcription work is currently performed in the United States of America.
19. Throughout the RFP it states "employees". Our transcriptionists are independent contractors, though they work directly for us. Are IC's acceptable or do they have to be actual employees of ours?	Refer to IV D. Important Security Considerations "FACILITY SECURITY" AND "SPECIAL TERMS & CONDITIONS"
20. The IC's work from home, however, the platform they transcribe into is located in a HIPAA secure facility. They cannot download any information onto their personal computers. Is this acceptable?	See answer to question #19.

QUESTIONS	ANSWERS
21. Do the financial statements need to be included with the RFP, or upon intent to award?	Refer to V A. Technical Proposal, 3. Corporate Overview, b. Financial Statements.
22. Who is the current vendor?	See answer to question #3.
23. What price are they currently charging and how do they define a line?	See answers to questions #4 and #14.
24. Pricing Summary section defines a line as 65 characters; is that with or without spaces?	See answer to question #14.