

Pete Ricketts, Governor

**ADDENDUM ONE
QUESTIONS and ANSWERS**

Date: December 21, 2015
 To: All Bidders
 From: Shereece Dendy, State Risk Manager
 AS Risk Management Division
 RE: Addendum for Request for Information Number DASRM2015
 to be opened January 8, 2015 at 2:00 p.m. Central Time

Questions and Answers

Following are the questions submitted and answers provided for the above mentioned Request for Information. The questions and answers are to be considered as part of the Request for Information. It is the Bidder's responsibility to check the State Purchasing Bureau website for all addenda or amendments.

RFI Section Reference	QUESTIONS	ANSWERS
Section III	1. Who are your current TPAs for GL and WC?	Workers' Compensation is handled by FARA Insurance. Nebraska Intergovernmental Risk Management Association (NIRMA) handles claims insured under the State's insurance contracts (i.e. automobile liability, property, crime, and foster parent liability). General Liability claims are investigated by the State and associated State agencies.
Section III	2. An RFP is in process for a new WC TPA, when will the selection be made? Will new TPA consolidate with current TPA's data?	A Contract award is scheduled to be made on March 1, 2016. If the incumbent TPA is not awarded the contract, the incumbent TPA's data will be consolidated with the new TPA's data.

Shereece Dendy, Risk Manager

RFI Section Reference	QUESTIONS	ANSWERS
Section III	<p>3. Who administers / adjusts your property, auto and crime claims before reaching excess policies?</p>	<p>Nebraska Intergovernmental Risk Management Association (NIRMA) handles claims insured under the State's insurance contracts (i.e. automobile liability, property, crime, and foster parent liability).</p>
Section III	<p>4. How will incidents (WC, GL, Auto, Crime, and Property) be reported? Directly to TPA or RMIS?</p>	<p>Current process: Workers' Compensation claims are reported to State of Nebraska supervisors/HR representatives. The information is then sent over to the TPA for filing.</p> <p>General liability claims are filed with the Office of Risk Management and will be inputted into the RMIS system.</p> <p>Auto, Crime, and Property claims are also filed with the Office of Risk Management, and then forwarded to TPA for investigation.</p>
Section III, B, 2	<p>5. Please provide a list of all data that will need to be converted into new RMIS.</p>	<p>Current data to be transferred would include all Tort, Miscellaneous, and Contract Claims, including Uncashed Warrants and Notice of Lawsuits. All of these claims contain claimant contact information, description of alleged incident, including personal identifying information. There are also PDF documents associated with each claim that would need to be converted.</p>
Section III, B, 7	<p>6. What data will need to be interfaced with Oracle? How frequent should updates be made?</p>	<p>Data that would need to be interfaced with Oracle includes any data associated with property values, the addition or subtraction of real property on the State's schedule, replacement value of real property for insurance purposes, and possibility the value and itemization of contents (personal property) with replacement values.</p>

RFI Section Reference	QUESTIONS	ANSWERS
Section III, B, 8	<p>7. How many RM staff users? Non RM users?</p>	<p>Risk Management has a staff of 3. Risk is in the process of trying to procure an additional full-time employee. Risk also has a temporary employee at times. If the RMIS system is used to manage the State's property and contents (personal property), non-Risk Management users could range up to 100-125.</p>
Section III, B, 8	<p>8. Please elaborate on item g. data cleansing capability?</p>	<p>Does the proposed RMIS system have capabilities of detecting and removing errors or inconsistencies from data to improve the quality of that data? If so, please explain the capabilities and how the data cleansing is performed.</p>
Section III, 11, e	<p>9. Do you need MMSEA reporting? Any other regulatory reporting requirements?</p>	<p>The ability to have MMSEA reporting is highly recommended. There are no other regulatory reporting requirements that are mandatory, at this time.</p>
Section III, B, 9c and 9d	<p>10. You mention Access database imports for automated integration, can you clarify what data is track on these?</p>	<p>Question is unclear. Assumed question should read, you mention Access database imports for automated integration, can you clarify what data is tracked on these?</p> <p>Majority of the data to be tracked is centered around the length of various claim processes, i.e. days between receipt and notification to the appropriate agency, date claim was opened to date claim was closed, amounts paid, number of claims filed in a particular period, etc.</p>

RFI Section Reference	QUESTIONS	ANSWERS
Section III, C, 11f	<p>11. How are claim payments approved? TPA or carrier? Do we need to interface with APS?</p>	<p>Workers' compensation claims are approved by the TPA. Claims that do not reach the level of insurance are approved by the State of Nebraska. Claims that have reached the insurance level are approved by the carrier. Interfacing with APS is not required.</p>
Section III, C, 5	<p>12. You mention a demonstration on February 14, 2016 but on the Schedule of events (found on page 3) presentations and demonstrations are due 1/14/16? Is this two separate events?</p>	<p>The reference to February 14, 2016 is typo. Presentations and demonstrations will take place on January 14, 2016 as outlined in the Schedule of Event on page 3 of the Release for Information.</p>
Section III, C, 5	<p>13. What type of users, besides RM staff will have access to risk management data? HR Safety, Accounting?</p>	<p>Risk Management staff will be the only ones with access to risk management data. However if property is tracked on the RMIS system, each agency will have an identified individual or two that will have access to manage those properties for which they are authorized. However, all changes will ultimately be approved by Risk Management.</p>
No Section Identified	<p>14. Does the agency have a cap for which they would like to spend on this project?</p>	<p>There is no cap. Risk Management would like to obtain a system that would provide the best solution for process improvements and efficiencies at a cost effective rate.</p>
No Section Identified	<p>15. What funding source will be sought for this project (i.e. FY16/17 general budget, federal grant...)?</p>	<p>Risk Management currently has funds for a claims management system, including the overall management of the risk management program, and will use those funds for this project.</p>

RFI Section Reference	QUESTIONS	ANSWERS
No Section Identified	16. Does the agency have a preferred language / platform which any system / database acquired should be written in?	Risk Management does not have a preferred language / platform for which any system / database should be written in. However, it is recommended that a language / platform within industry standards is used.
No Section Identified	17. Does the agency have a central database which the 3 rd party TPAs work in to track / process claims? If so, what vendor provides that system?	There is no central database for which 3 rd party TPAs work in to track / process claims. NIRMA uses Risk Master to track those claims it investigates for the State.
No Section Identified	18. Will the agency also address fraud / eligibility / identification aspects of claims with this solution in the near future? What vendor provides those components / solutions?	Risk Management may address fraud / eligibility identification aspects of claims in the future. However, at this time there are no plans to. There is no vendor in place that is to provide components / solutions for addressing fraud.
No Section Identified	19. Will the agency change / modify the payment transaction method for approved claims in the near future? What vendor provides the payment system for claims?	It is not the plan to modify the payment transaction method for approved claims. The State of Nebraska pays all of its claims through its Accounting and State Treasurer's Offices.
No Section Identified	20. For the cost estimate, should we include licensing for 3 users?	For a cost estimate, please include licensing for 4 users and the cost for an additional user or two. Please also include the cost for 100-125 licenses for those individuals that may have the ability to update information regarding state property.

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RFI Section Reference	QUESTIONS	ANSWERS
No Section Identified	21. Will you continue to use two TPAs for Claims Administration (1 for WC and 1 for GL), and should we include costs to provided automated data feeds from them?	Yes, the plan is to stay with two TPAs for claims administration. Please include the costs to provide automated data feeds from the TPAs.
No Section Identified	22. Could you provide a list of any other existing data feeds configured for your current system that you would need to re-create for the new RMIS?	There are no existing data feeds with the current system that need to be re-created. If a new system is procured, Risk Management has identified data feeds to be implemented.
No Section Identified	23. Could you provide a total count of open and closed claims in your current system that would need to be converted to the new RMIS?	Total claims in the system: Approx. 26,100 as of December 18, 2015. Open claims: 1,694 as of December 18, 2015. Closed claims: 24,416 as of December 18, 2015.
No Section Identified	24. Are you interested in an online Incident Reporting Portal? If so, how many Incidents per year does the State capture?	An online incident reporting portal would be of interest, but is not required. Vendor could highlight those possibilities and any additional costs associated with such portal. Approximately 900 incidents per year are captured by the State.
No Section Identified	25. The RFI asks about our ability to present a demonstration on February 14 th , but that is a Sunday. Could you provide an alternate date?	The reference to February 14, 2016 is typo. Presentations and demonstrations will take place on January 14, 2016 as outlined in the Schedule of Events on page 3 of the Release for Information.

This addendum will become part of the proposal and should be acknowledged with the Request for Proposal.