



**Question and Answer**

RFP#: 2021-003

RFP Section & Page Number	Question
Appendix C, page 10	<p>In the client references portion of Appendix C, the following statement appears:</p> <p><b>Please note that contract history with the State of Maine, whether positive or negative, may be considered in rating proposals even if not provided by the Bidder.</b></p> <p>Can you please clarify this statement? We are unsure how this relates to client references.</p>
	Answer
	The statement mentioned above was removed via an amendment to the original RFP as it does not directly relate to client references.

RFP Section & Page Number	Question
Evaluation of Proposal Rubric – Page 1	<p>Regarding the following information posted on 8/23 in the Evaluation of Proposal Rubric:</p> <p><b>2. Implementation Approach (Appendix C) - 40 Points</b></p> <p><b>Describe the approach to be taken on this project using past projects as examples. Provide the steps and actions you will take to accomplish the project described in RFP#: 2021-003. Provide a proposed schedule for delivery of the significant task milestones and indicate a management approach to address critical issues of the project. This timeline need not include specific implementation dates but should consist of the time required for each implementation</b></p>



	<p><b>phase. Proposals should also describe the resources of both the Bidder and Wabanaki Healing and Recovery staff to ensure a successful implementation.</b></p> <p>Appendix C in the original RFP did not ask for this information. Should we now provide this information in the Appendix C portion of our response?</p>
	<p><b>Answer</b></p>
	<p>The original RFP intends to give bidders notice of a request for proposal that roughly outlines the type of product or service being requested. The RFP rubric is meant to offer additional details on how the Procurement Committee will evaluate all bidders' products and/or services. Please include the information requested in the original RFP and the RFP Rubric to ensure the best possible score. All bidders are asked to provide the information requested on the RFP rubric within each Appendix listed adjacent to the requested information as part of the Bidder's proposal for ease of flow. (i.e., Qualifications and Experience information should be included within Appendix C of the Bidder's proposal, etc.).</p>
<p>Evaluation of Proposal Rubric – Page 1</p>	<p>Regarding the following information posted on 8/23 in the Evaluation of Proposal Rubric:</p> <p><b>3. Key Personnel Qualifications (Appendix C) - 20 Points</b></p> <p><b>Identify Key Personnel and provide their qualifications and experience related to the requested services:</b></p> <p><b>(1) Names of Key persons (s) who will perform the work and their responsibilities.</b></p> <p><b>(2) Extent of Key Person(s) involvement in this project.</b></p> <p><b>(3) Names of other people who will have substantial involvement with the project.</b></p>



	Appendix C in the original RFP did not ask for this information. Should we now provide this information in the Appendix C portion of our response?
	<b>Answer</b>
	The original RFP intends to give bidders notice of a request for proposal that roughly outlines the type of product or service being requested. The RFP rubric is meant to offer additional details on how the Procurement Committee will evaluate all bidders' products and/or services. Please include the information requested in the original RFP and the RFP Rubric to ensure the best possible score. All bidders are asked to provide the information requested on the RFP rubric within each Appendix listed adjacent to the requested information as part of the Bidder's proposal for ease of flow. (i.e., Qualifications and Experience information should be included within Appendix C of the Bidder's proposal, etc.).
Evaluation of Proposal Rubric – Page 2	Regarding the following information posted on 8/23 in the Evaluation of Proposal Rubric:  <b>5. Security (Appendix C) - 10 Points</b>  <b>Bidders should describe how their product and services address the security, privacy, confidentiality, and HIPAA issues and concerns associated with projects as described in RFP#: 2021-003.</b>  Appendix C in the original RFP did not ask for this information. Should we now provide this information in the Appendix C portion of our response?
	<b>Answer</b>
	The original RFP intends to give bidders notice of a request for proposal that roughly outlines the type of product or service being requested. The RFP rubric is meant to offer additional details on how the Procurement Committee will evaluate all bidders' products and/or services. Please include the information requested in the original RFP and the RFP Rubric to ensure the best possible score. All bidders are asked to provide the information requested on the RFP rubric within each Appendix listed



	adjacent to the requested information as part of the Bidder's proposal for ease of flow. (i.e., Qualifications and Experience information should be included within Appendix C of the Bidder's proposal, etc.).
Evaluation of Proposal Rubric – Page 2	<p>Regarding the following information posted on 8/23 in the Evaluation of Proposal Rubric:</p> <p><b>6. Training and Support (Appendix C) - 20 Points</b></p> <p><b>Bidder should describe their approach to training and support regarding their services and/or products based on previous projects.</b></p> <p>Appendix C in the original RFP did not ask for this information. Should we now provide this information in the Appendix C portion of our response?</p>
	<b>Answer</b>
	The original RFP intends to give bidders notice of a request for proposal that roughly outlines the type of product or service being requested. The RFP rubric is meant to offer additional details on how the Procurement Committee will evaluate all bidders' products and/or services. Please include the information requested in the original RFP and the RFP Rubric to ensure the best possible score. All bidders are asked to provide the information requested on the RFP rubric within each Appendix listed adjacent to the requested information as part of the Bidder's proposal for ease of flow. (i.e., Qualifications and Experience information should be included within Appendix C of the Bidder's proposal, etc.).
Evaluation of Proposal Rubric – Page 2	<p>Regarding the following information posted on 8/23 in the Evaluation of Proposal Rubric:</p> <p><b>7. Fee Schedule and Pricing Information (Appendix D) - 40 Points</b></p> <p><b>Bidders must provide a comprehensive cost proposal that includes:</b></p>



	<p><b>(1) Cost of implementing and maintaining a new EMR system at Wabanaki Healing and Recovery.</b></p> <p><b>(2) Cost associated with the number of patient claims processed on a monthly, quarterly, or annual basis.</b></p> <p><b>(3) Cost of training and ongoing support for the new system.</b></p> <p><b>(4) Cost of ongoing maintenance of the new system – including responding to the system's problems, annual maintenance, and upgrade costs.</b></p> <p><b>(5) Any and all other costs associated with the Bidders product or service.</b></p> <p>Appendix D in the original RFP did not specify this type of breakout of costs. Is this how we should now detail our costs in the Appendix D portion of our response?</p>
	<p><b>Answer</b></p>
	<p>The original RFP intends to give bidders notice of a request for proposal that roughly outlines the type of product or service being requested. The RFP rubric is meant to offer additional details on how the Procurement Committee will evaluate all bidders' products and/or services. Please include the information requested in the original RFP and the RFP Rubric to ensure the best possible score. All bidders are asked to provide the information requested on the RFP rubric within each Appendix listed adjacent to the requested information as part of the Bidder's proposal for ease of flow. (i.e., Qualifications and Experience information should be included within Appendix C of the Bidder's proposal, etc.).</p>

RFP Section & Page Number	Question
Appendix D – Page 13 – Cost proposal	<p>1. Provider breakdown: (Please answer each one individually if applicable.)</p> <ul style="list-style-type: none"> <li>a. How many Prescribing providers?</li> <li>b. How many Therapist/Counselors?</li> <li>c. How many Case Managers?</li> </ul>



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	<ul style="list-style-type: none"> <li>d. How many Interns?</li> <li>e. How many Peer support specialist?</li> <li>f. How many direct care staff?</li> </ul>
	<b>Answer</b>
	<p>The below answers are current estimates and are subject to change.</p> <ul style="list-style-type: none"> <li>a. 2</li> <li>b. 4</li> <li>c. 2</li> <li>d. Varies 1-5</li> <li>e. 3</li> <li>f. 3</li> </ul>
Appendix D – Page 13 – Cost proposal	2. How many providers do you need to put the rendering NPI in box 24J?
	<b>Answer</b>
	<p>The below answer is a current estimates and is subject to change.</p> <p>2</p>
Appendix D – Page 13 – Cost proposal	3. How many of those providers are billing under 30 claims a month?
	<b>Answer</b>
	<p>The below answer is a current estimate and is subject to change.</p> <p>1-2</p>
Appendix D – Page 13 – Cost proposal	4. Do the billing providers use UB04 Billing?
	<b>Answer</b>
	Yes.
Appendix D – Page 13 – Cost proposal	5. How many programs/Specialties does the practice work with?
	<b>Answer</b>
	2 (mental health and substance use disorder)



Appendix D – Page 13 – Cost proposal	6. How many locations? (If more than one.)
	<b>Answer</b>
	One
Appendix D – Page 13 – Cost proposal	7. Do all Prescribing providers do control substance?
	<b>Answer</b>
	No.
	8. With what systems will the new EHR System be expected to interface/integrate: i.e. Laboratories (i.e. LabCorp, Quest, etc.), including Radiology? If yes, please provide the names of the labs?
	<b>Answer</b>
	Yes-not designed yet.
Appendix D – Page 13 – Cost proposal	9. Do you use separate systems for billing or practice management?
	<b>Answer</b>
	N/A as we do not have any systems in place.
Appendix D – Page 13 – Cost proposal	10. Will you require a data migration? -If yes: Demographics only OR demographics and charts AND how many gigabytes of data will you be bringing into the system?
	<b>Answer</b>
	No
Appendix D – Page 13 – Cost proposal	11. Are you looking for an appointment reminder service?



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	<b>Answer</b>
	Yes.

<b>RFP Section &amp; Page Number</b>	<b>Question</b>
N/A	Practice Legal Name?
	<b>Answer</b>
	Wabanaki Public Health and Wellness
	Tax ID Number?
	<b>Answer</b>
	04-333-7456
	Practice Projected Yearly Collections?
	<b>Answer</b>
	Estimated: \$360,000.00 to \$500,000.00 per year.
	The number of providers and their breakdown?
	<b>Answer</b>
	Medical director (MD), Clinical Supervisor, and four (4) Clinicians (LADC/LCSW) for a total of six (6) providers.