

Addendum No. 2 to RFP 25-02



CITY OF SOMERVILLE, MASSACHUSETTS
Department of Procurement and Contracting Services
KATJANA BALLANTYNE
MAYOR

To: All Parties on Record with the City of Somerville as Holding
RFP 25-02 Medicaid Billing & Collection Services

From: Thupten Chukhatsang, Senior Procurement Manager

Date: 8/15/2024

Re: Questions and Answers

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Please acknowledge receipt of this Addendum by signing below and including this form in your proposal package. Failure to do so may subject the proposer to disqualification.

NAME OF COMPANY / INDIVIDUAL: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE/FAX/EMAIL: _____

SIGNATURE OF AUTHORIZED INDIVIDUAL: _____

ACKNOWLEDGEMENT OF ADDENDA:

Addendum #1 _____ **#2** _____ **#3** _____ **#4** _____

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Questions and Answers:

1. Please reconfirm the due date for this procurement by providing it in response to answers to questions.

The proposal submission deadline is Monday, August 19th, 2024 at 2PM EST as per addendum #1.

2. Are bidders permitted to deviate in any way from any manner of quoting fees you may be expecting? For example, if there is a pricing page in the RFP, can bidders submit an alternate fee structure? If there is no pricing page in the RFP, do you have any preference for how bidders should quote fees or can bidders create their own pricing categories?

Please first refer to the RFP's Price Form and the expected pricing format which is in a percentage format. While we are not sure whether a differing/alternate fee structure may or may not work for us, we would be interested in learning and/or considering a better version, if proposed.

3. Please describe your level of satisfaction with your current or recent vendor(s) for the same purchasing activity, if applicable.

Satisfied.

4. If this is a term contract subject to renewal, what is the term and the maximum number of option periods?

3-year term with no option to renew. Will be rebid towards the end of the 3-year contract.

5. To what extent will the location of the bidder's proposed location or headquarters have a bearing on any award?

Actual physical location is not a heavily weighted consideration and may or may not matter as it depends on their ability to meet and exceed the performance requirements and specifications as stated in the RFP.

6. How are fees currently being billed by any incumbent(s), by category, and at what rates?

Pursuant to Massachusetts State Statutes, State of Massachusetts blanket contract pricing.

7. What estimated or actual dollars were paid last year, last month, or last quarter to any incumbent(s)?

The actual dollars paid for fiscal year ending June 30th, 2024: \$19,606.81

8. Will accounts be primary placements, not having been serviced by any other outside collection agency, and/or will you also be referring secondary placements? If so, should bidders provide proposed fees for secondary placements also?

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Primary and no referrals to secondary placements.

9. What collection attempts are performed or will be performed internally prior to placement?
None internally.
10. Will the selected vendor be allowed to litigate balances exceeding a certain dollar amount on your behalf, with your explicit approval?
Yes.
11. What is the total dollar value of accounts available for placement now by category, including any backlog?
The requested information is not readily available but may be disclosed during the contract negotiations process.
12. What is the total number of accounts available for placement now by category, including any backlog?
The requested information is not readily available but may be disclosed during the contract negotiations process.
13. What is the average balance of accounts by category?
The requested information is not readily available but may be disclosed during the contract negotiations process.
14. What is the average age of accounts at placement (at time of award and/or on a going-forward basis), by category?
The requested information is not readily available but may be disclosed during the contract negotiations process.
15. What is the monthly or quarterly number of accounts expected to be placed with the vendor(s) by category?
The requested information is not readily available but may be disclosed during the contract negotiations process.
16. What is the monthly or quarterly dollar value of accounts expected to be placed with the vendor(s) by category?
The requested information is not readily available but may be disclosed during the contract negotiations process.
17. What has been the historical rate of return or liquidation rate provided by any incumbent(s), and/or what is anticipated or expected as a result of this procurement?
The requested information is not readily available but may be disclosed

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during the contract negotiations process.

18. Can you please indicate what inbound and outbound contact methods, beyond phone calls or letters (such as email and text), would be permitted by the scope of work?

Preferred method would be email followed by calls or letters. E-meeting should be an option as well in the event a need arises etc.