

**EXHIBIT E**

**Acknowledgment of Amendments**

***Request for Information (Q&A)***

**RFP for School Based Administrative Claiming Support & Nurse Database Software (SBAC)**

**Office of Healthy Schools**

**Amendment Number Two #2**

**July 30, 2025**

The Request for Proposal released June 26, 2025, is amended to provide a response to questions and answers made available to each vendor.

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| 1) | Section 6.4 | Page 24 | Please confirm that JM26 will be the first quarter to be implemented and opened?  Answer: Yes |
| 2) | Attachment A Section 1.C #13 | Page 5 | Is there a reporting cycle for the Nurse Database survey and workflows (e.g., quarterly, school year, fiscal year), or is data collected continuously and aggregated by the desired reporting period?  Answer: Information is added by the school nurses daily or monthly. The data is therefore collected continuously and aggregated at the end of the school year; however, school nurses are required to provide a monthly report to their local administrators. |
| 3) | Attachment A,  Section II.E  #91 | Page 14 | Can MDE please provide an export of the current survey, data dictionary, or schema that outlines field types, expected input formats, and triggers/relationships between survey elements?  Answer: The current vendor information is proprietary. |
| 4) | Attachment A  Section II.D  #93 | Page 14 | Can MDE please provide a complete list of the data fields collected in the current nurse global survey/questionnaire, including the field name, label, and a brief description of each field's purpose?  Answer: The current vendor information is proprietary. |
| 5) | Attachment A  Section II.E  #105 | Page 14 | How are changes to the nurse survey and workflows managed from year to year? Specifically, how is historical data preserved and aligned when questions or structure change?  Answer: There is no federal compliance guidelines tied to the historical data. The only information that we would like to move from year to year is the questions that are used to collect data (numbers) so that reports can be created that will give an idea of the number of incidents that are seen by school nurses throughout the year. |
| 6) | Attachment A  Section II.F  #110 | Page 15 | Can MDE please provide examples of all existing reports to help ensure parity with the current system?  Answer: We are currently able to export all reports in multiple formats (excel, csv and pdf) and using a data cube as necessary. The current reports are only a sample of what is available by the current vendor.  a. Total Pool List - a report that shows the district, school name, job title, full name  b. Control List - a report that shows all employees chosen for surveys for a specific quarter  c. Trained Roster by District and Date - a report that shows all employees that have completed training for a specific quarter  d. Invoice Preliminary Report and Final Report - a report that shows  e. Invoice Preliminary Detail Report and Final Report - a report that shows only those districts that can receive reimbursement for a specific quarter  f. Invoice Preliminary Control Sheet and Final Report - a report that shows the data invoice breakdown for a specific quarter  g. District Roster with Percentage of Trained Report - a report that shows the over percentage of employees that have completed training for each district for a specific quarter  h. Pass Responses - a report that shows survey responses for a specific quarter  i. RMS List Export - a report that shows surveys per quarter  j. Funds Certification Report - a report that shows the funds certification report per quarter  k. RMS List by Quarter Report = a report that shows all employees chosen to complete surveys per quarter  l. No Longer Employed Report - a report that shows employees that were no longer employed per quarter  m. District Closed Days Excel Export Report - a report that shows days that districts were closed for a holiday per quarter |
| 7) | Attachment A  Section V.A  #264 | Page 28 | Are there any data fields in the Nurse Database that require HIPAA compliance? If there are, please share which fields.  Answer: There is no HIPAA related information in the Nurse Database system. |
| 8) | RMTS General |  | Is the state looking to strictly purchase / lease a system or are you looking to partner with a vendor to help administer the program such as data collections and reviews, moment coding, claim calculation, etc.?  Answer: Lease |
| 9) | RMTS General |  | Who is responsible for coding the RMTS moment, MDE or the vendor? Is freeform text allowed?  Answer: The State is responsible for coding the RMTS moment. For example, the employee can choose from a pre-formatted response. However, if nothing relates to what they were doing at that moment in time they are allowed to choose the text box option and describe what they were doing at that moment. The information is manually coded by the State. |
| 10) | Attachment B | Pages 7 & 13 | CMS has issued new guidance for School-Based Services and Medicaid Administrative Claiming that needs to be implemented by July 1, 2026. Has the state begun drafting any program changes to come into compliance with the new guidance? If so, can you share those drafts as it will affect timelines outlined in the RFP such as moment notification time frames and response time for moments?  Answer: The state has not begun drafting any program changes. |
| 11) | Cost General |  | What is the budget for this project? Please provide a minimum / maximum budget range.  Answer: There are no budgetary constraints or expectations that should guide proposal preparation. MDE recommends proposers submit their most competitive proposal for consideration. |
| 12) | RFP Document, section VI - Submission | Page 22 Proposal Required Format: a.3. Section III, d. tab 2 | Please specify exactly what you would like to see in section III, tab 2.  Is it a copy of the PMP (Attachment A, question 203-211), the System Design Document (Attachment A, question 213-215), Data Migration Plan (attachment A, question 216-218) and UAT Plan (Attachment A, question 235-236  Answer: For Section III, Tab 2 the production detailed service plan should provide a clear and comprehensive description of your approach to fulfilling the scope of work and demonstrating how your organization meets or exceeds the stated technical requirements. Offerors should address their qualifications, implementation strategy, key deliverables, and anticipated outcomes, and any relevant information stated to this section in the RFP. Offerors can provide any information that has been provided for Section III, tab 1 in this section that they see fit to provide an appropriate response. |
| 13) | Attachment B | Page 6 #23 | When you outline participation in the "CMS" do you mean participation in the School-Based Medicaid Program (both SBAC and Direct Service Claiming) or is CMS a reference to another program since the glossary of terms on Page 5 defines CMS as the Center for Medicare and Medicaid Services?  Answer: No, CMS is referred to Centers for Medicare and Medicaid Services**.** |
| 14) | General Inquiry |  | Is the state looking for a system that will allow for more functionality or are you looking for a replication of the current system and functionality? Are you open to process changes?  Answer: Yes, the state is open to a system that will allow for more functionality that will be based on the current approved methodology but can be expanded based on the CMS 2023 new guidance for School-Based Services and Medicaid Administrative Claiming that needs to be implemented by July 1, 2026. |
| 15) | Attachment B | Page 12 | When a person chooses a pre-filled option to complete their Random Moment Survey, is any support documentation required to be maintained by the sampled participant to support their pre-filled selection? If so, where is that expected to be kept (district or in the system)?  If so, what is the process to verify that information is being maintained for audit purposes and that it matches the selected option?  Answer: The support documentation is maintained at the district level. Desktop or On-site audits are performed to verify that information is being maintained**.** |
| 16) | Attachment B | Page 15 | What happens if a district employee does not complete training prior to their moment or fails to achieve an 80% pass rate on the quiz.  Answer: If the district employee does not achieve an 80% pass rate on the quiz or complete training, they will not be allowed to participate in the RMS process. |
| 17) | Attachment B | Page 1 | Does the state allow for replacement or filling of vacancies on the Staff List for the quarter? If so, does the system need to make sure they are trained within a certain time frame of being added to the system? What happens to any sample moments associated with the individual if training is not completed?  Answer: They are excluded, and the district is not allowed to receive the reimbursement. |
| 18) | Attachment B | Page 17 | Does this mean that if a district response rate is less than 85% then any moments completed by the district are removed from the statewide time study results? If not, how are these handled?  Answer: They are excluded, and the district is not allowed to receive the reimbursement. |
| 19) | RMTS – Data Migration Nursing – Data Migration |  | Please provide a list of the specific data elements for nursing and RMTS that you are expecting to migrate into the new system from your SQL database?  How many years of data are you wishing to migrate over?  Answer: The current vendor information is proprietary.  We need 7 or more years’ worth of data migrated over because of potential CMS audits that may or may not occur for the administrative claiming program. For the nursing information, we will need a minimum of three school years’ worth of data. |
| 20) | Exhibit F | Page 39 | What is the state’s approved budget formula that will be used to obtain scores?  Answer:  (X /Y) \* 35 = Z  X = lowest price submitted  Y = offeror’s price  Z = offeror’s assigned price points |
| 21) | Attachment A-A.1 | Page 4 | “Beginning with Item 17, label and respond to each outline point in Attachment A as it is labeled.” Where should these items be placed within the proposal template?  Answer: Please refer to Exhibit J and Section VI of the RFP as a reference on what should be included with the offeror’s response. |
| 22) | Attachment A - E.18 | Page 5 | Item 18 states “The State expects the Offeror to cure known deficiencies in the incumbent solution, enhance incumbent workflows, and automate manual processes”.  Can you provide details on the known deficiencies that the Offeror is expected to cure?  Answer: The Offeror is expected to review the current programmatic aspects of the School Based Administrative Claiming Program state plan and make suggestions on updated guidance based on the CMS Guidance 2023. |
| 23) | Attachment A - E.22 | Page 6 | When it says “Offeror must propose a single release implementation...” should it be assumed that both the RMTS and Nursing systems must be released at the same time, or will the State accept a separate release of RMTS and Nursing systems?  Answer: Yes, the State will accept a separate release of RMTS and Nursing systems pending implementation approval. |
| 24) | Attachment A - D. 91 | Page 13 | Please confirm that the State is NOT looking for a nursing solution to be used by nurses in the school to document their services. Rather the State is looking to replace the survey and reporting system nurses use to self-report on the work they perform.  Answer: the state is not looking for a nursing solution to be used by the nurses in the school to document their services. |
| 25) | Attachment A - D.93 | Page 13 | Can the State provide the questions and data fields that would be collected in the Nurse Database System?  Answer: Yes, they will be made available upon vendor selection. |
| 26) | Attachment A - B.170 | Page 19 | Can the State provide details on the type of data that needs to be converted?  Answer: Yes, they will be made available upon vendor selection**.** |
| 27) | Attachment A - A.197 | Page 21 | Does the State require any assistance with the State Plan Amendment (SPA) or just Guide updates?  Has the State made any decisions around the CMS 2023 Guidance that Offerors should be aware of for this response?  Answer: The State will require assistance with the SPA and Guide updates. No, the State has not made any decisions around the CMS 2023 Guidance that the Offerors should be aware of for this response. |
| 28) | Attachment A - F.219 | Page 24 | Is the database size listed (250-300 MB) for the entirety of the data that needs to be converted as indicated in requirement B.170?  Answer: Currently, yes |
| 29) | Attachment A- B. 284 | Page 29 | Is the Offeror tracking help desk tickets or is the Offeror also providing help desk services?  Answer: The State will act as the liaison between the school districts and will be tracking that tickets are being resolved within a reasonable time frame. |
| 30) | Attachment B – Creating a Cost Pool | Page 16 | Can the State clarify the current number of cost pools used in Mississippi? Answer: There is only 1 pool. |
| 31) | Attachment B – Monitoring and Quality Assurance | Page 35 | Does the State desire to continue a process where some moments are coded by participant and others by a central coder, or would the State consider a model where all coding is done centrally by a Vendor?  Answer: The current process is not coded by participants, only by in-house staff. The State can only consider a different model after or if a new SPA is approved. |
| 32) | Attachment B – Desk Reviews | Page 36 | Will the State be responsible for Desk Review and Cost Audits or is the Offeror expected to perform these tasks?  Answer: The State will be responsible for Desk Review and Cost Audits; however, it is expected for the Offeror to assist with this task or provide a percentage for the State to review |
| 33) | RFP – 6.4 | Page 24 | Does “Go Live” on January 2026 apply to both RMTS and Nursing System?  Answer: Yes. |
| 34) | RFP – 6.4 | Page 24 | Can the State clarify their definition of “Go-Live”?  Answer: Go-Live means that both systems will be fully implemented for the end user populations. |
| 35) | RFP – 6.4 | Page 24 | Since the State Guide requires rosters for the quarter to be turned in at least one month in advance of the time study, would the State be amenable to allowing the Vendor to “go-live” with a version of RMTS application that may still need additional development/customizations after January 2026 to meet the requirements detailed in Attachment A?  Answer: Yes, if it does not impact the validity of the time study and adequate information is provided to State in terms of agreed upon timeline. |
| 36) | Exhibit F | Page 1 | Is the State expecting a single cost for both the RMTS and Nursing system in the implementation line?  Answer: Yes, but some features that an Offeror may provide may not be necessary. |
| 37) | Exhibit F | Page 1 | Is the State expecting a single cost for both the RMTS and Nursing system in the annual cost lines?  Answer: Yes, however a line item of features will also be necessary. |
| 38) | Exhibit F | Page 1 | Should the Contractor Assume that Year 1 and Year 5 will have a full 4 quarters of RMTS operation? Would the State accept a price broken down into quarterly units? Answer: Yes, the Contractor should plan for a full 4 quarters, but an option for quarterly pricing is permissible to submit. |
| 39) | n/a | n/a | What is the annual spend for the previous year on this Project?  Answer: This information may be obtained by visiting [www.transparency.ms.gov](http://www.transparency.ms.gov) or through a Public Records Request |
| 40) | n/a | n/a | If this is a new contract, what is the annual budget for this?  Answer: There are no budgetary constraints or expectations that should guide proposal preparation. MDE recommends proposers submit their most competitive proposal for consideration. |
| 31) | n/a | n/a | Are you open to a hybrid delivery model with a mix of offshore and onshore resources?  Answer: A mix of Offshore and Onshore resources will be fine with the MS Department of Education (MDE) however; a detailed listing and resume of all offshore resources will be required as outline in RFP. Please read RFP for specific details. |
| 42) | n/a | n/a | Work will be onsite or remote.  Answer: Remote, however, expectations are listed within RFP. |
| 43) | n/a | n/a | Can you please give an extension of 1-2 weeks to submit our proposal?  Answer: Due to time constraints for data migration, implementation, training, etc. and to ensure the web application will go live by January 1, 2026, the proposals will need to be submitted by August 06, 2025, by 2:00pm. |

## **Amendment Number Two**

**NOTE:** This *amendment two is hereby made a part of the Mississippi Department of Education’s Request for Proposals/Applications/Qualifications/Invitation for Bid. The Vendor acknowledges receipt of said amendment and is made aware of the changes contained therein. By signing this form, the Offeror accepts the changes as part of the contract requirement.*

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Authorized Signature Date

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