

## HSS 11-070 Fair Hearing Officer

### Questions and Answers

- 1) In addition to Delaware Budget Sheets, do you want a flat fee cost per case, an hourly rate or is there another preferable pricing format?  
The current vendors bill by hour. Please feel free to submit in the manner you think would be best for your proposal.
- 2) Are there any statutory or regulatory liability protections for fair hearing officers? If so, what are they?  
Mandated insurance outlined in the RFP.
- 3) What is the expected number of fair hearing officers required to fulfill the requirements of the contract?  
There is no set number, however you should have enough officers to handle the volume that you propose you can handle. At one time we had a one man operation who handled the entire state.
- 4) What are the current rates that the state pays for fair hearing officers?  
Vendor 1- \$124.00 per hour; Vendor 2- \$115.00 per hour
- 5) Who are the current contractors?  
Michael Steinberg and Mary Higgins
- 6) How long have these current contractors been under contract with the state?  
Michael Steinberg, 10+ years; Mary Higgins, 5+ years
- 7) How would a company acquire Iron Port for encryption with communications with the State?  
Our department can work with the selected vendor to obtain Iron Port.
- 8) Are financial statements and an organizational chart necessary for the RFP?  
Financial statements are only necessary if you think it enhances your proposal. Organizational charts are necessary.
- 9) Are the hearings conducted at state furnished facilities or is the vendor responsible for furnishing the hearing rooms?  
Yes. All hearings are conducted in state facilities.