

September 12, 2018

TO: ALL OFFERORS
FROM: Kathleen Fuller
Medical Relations Officer- DE DDS
SUBJECT: ADDENDUM – 18005 Medical Consultant

ADDENDUMS 1, 2, 3

Addendum 1

Contract Name- 18005 Medical Consultant/**Psychological Consult**

Addendum 2

Page 4- Sec 2- Proposals- Each proposal must be submitted with 2 paper copies and 1 Electronic Copy on CD or DVD media disk, or USB Memory Drive- Should be amended to 4 paper copies and 1 Electronic copy- which will coincide with Appendix A- Minimum Mandatory Submission requirements- Four (4) Paper Copies of the vendor proposal paperwork.

Addendum 3

Bidder Q & A

1. Section V, subsection 8.e.3 a.b.
 - a. Will the Medical Consultant/Psychological Consultant be required to carry insurance under both A & B?
 - b. With the scope of work, and working as an individual consultant - Are we required to carry Medical Malpractice Insurance?
 - c. May I assume this is not applicable?
RESPONSE- The insurance requirements are established by Delaware Office of Insurance and are a component of all publicly bid solicitations/Contracts. Based on the scope of work, the vendor is required to carry the minimum limits as listed in the RFP of both 1a.b.
2. Section V subsection 8, I. 2.- Termination for Convenience- Will there be any provisions for the Vendor to terminate? RESPONSE- The vendor's option to terminate will be covered under individual contracts.
3. Section V subsection 8.cc.- Is ACH direct deposit? What is a P-Card? Can I decline that type of method of payment? RESPONSE- ACH is a form of Direct Deposit. P-Card is a state credit card, which is not utilized by our department.
4. Page 37- Performance Bond- Is the Bond required? RESPONSE- The performance bond has been waived.
5. Page 41- Appendix B- Scope of Work and technical requirements- A.- Will the DDS allow physicians and or psychologist to provide the case reviews off site via an electronic portal? RESPONSE- Contractors are required to perform work duties in the DDS office. However,

limited telework is available on a limited bases governed by SSA policy, equipment availability and business needs.

6. Page 41- Appendix B- Scope of work I. Overview- What is the anticipated need or volume of reviews ? i.e.- how many physicians, how many psychologist and how many cases will need review? RESPONSE – The amount of cases reviewed is based on the volume of disability claims received at the DDS. There is no set minimum or maximum requirements for medical or psychological consultants for the agency.
7. Page 43- Appendix B D. Terms & Conditions- Will the DDS consider a per case review fee vs. the hourly rate proposed in the RFP? RESPONSE- The RFP stipulates a flat fee of \$75 per hour, there are no additional options at this juncture.
8. Page 42- Appendix B – Do the review providers need to be licensed in the State of Delaware? RESPONSE- The contractor must be licensed to practice medicine in good standing with the State of Medical Practice, Division of Professional Regulations and must supply proper evidence of this fact.

All other terms and conditions remain the same.

If you have any questions, please contact me at 302-324-7691 Kathleen Fuller

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