

**NOTICE OF INTENT
NOI 08-10-115**

SPECIAL EDUCATION INFORMATION AND MEDICAID BILLING SYSTEMS

**PORTLAND PUBLIC SCHOOLS,
SCHOOL DISTRICT NO. 1J,
MULTNOMAH COUNTY, OREGON**

Portland Public Schools (District) requests responses from interested and qualified firms able to provide the following products and services for approximately 100 schools and sites, and 7,000 students, located in Portland, Oregon:

- * An enterprise Special Education Information System that will support:
 - o The capability to create, manage, and report on state-mandated Individualized Education Plan (IEP) forms.
 - o The capability to create, manage, and report on state-recommended eligibility forms.
 - o The capability to create and manage student case lists in a variety of ways such as by service provider, by service type, by school, across schools, etc..
 - o Best practices for collecting, managing, and reporting Special Education information including security (FERPA, HIPAA) and workflow.

- * A Medicaid Billing system that will:
 - o Collect data on services performed for students.
 - o Provide and maintain audit documentation in accordance with State of Oregon laws and regulations.
 - o Bill the state for services based on federal and state guidelines (type of service, provider qualifications, student qualifications).
 - o Track money received from state for services.
 - o Provide fully auditable reports for all aspects of the system.
 - o Reconcile billed claims versus paid claims.
 - o Resubmit denied claims.

- * The revenue from the Medicaid Billing system should offset the cost of the Special Education Information system.

Founded in 1851, Portland Public Schools serves approximately 47,000 students in nearly 100 schools, grades Pre-K through 12.

REQUESTED INFORMATION:

1. Provide a letter introducing your firm and providing a primary contact within your firm.
2. In the letter, please include the following information:
 - a. Your firm's experience and number of years in business providing the products and services above. Indicate how the products and services would be provided, if contracted, and whether these products and services would be provided by a single entity, or a partnership of two or more companies. If a partnership, the letter must indicate the lead firm in the partnership.
 - b. References to other school districts where you have provided the above products and services.

- c. The budgetary price of the Special Education Information system including yearly maintenance and the pricing model (site license, cost per student, etc).
- d. The pricing model of the Medicaid Billing System (i.e., flat fee, percentage, cost per student, etc.) and expected revenue for the District.
- e. Indicate your willingness to provide a demonstration of your products.
- f. Indicate your willingness to respond to an RFP for the above products and services.

Providers responding to this NOI must submit their responses to the District at the address listed below and must be received at the District Bid Desk no later than 2:00PM on **Monday, September 20, 2010**. Responses may be mailed, hand-delivered, faxed or emailed to the address below:

Procurement Services
Portland Public Schools
Attn: Krystal-Lee Tabangcura
501 North Dixon Street, 2nd Floor
Portland, OR 97227
Email: ktabangc@pps.k12.or.us
Fax: 503.916.3109

Krystal-Lee Tabangcura
Contract Analyst, Procurement and Distribution
Portland Public Schools