

## NOTICE OF REQUEST FOR PROPOSALS

Notice is hereby given that Cooperative School Services on behalf of its member IN public schools ("School"), is requesting proposals from qualified organizations to provide Medicaid data management and billing solutions ("Services").

**The proposals will be received until August 25, 2022, at 3:00 p.m. (EST).** Proposals must be delivered to Patti Kem, Cooperative School Services, 1389 Saint Gaspar Drive, Rensselaer, IN 47978 and via [pkem@cooperativeschoolservices.org](mailto:pkem@cooperativeschoolservices.org) All proposals received after such time will not be considered and returned to the respective submitter unopened.

Discussions may be conducted with, and best and final offers obtained from, responsible offerors who submit proposals determined to be reasonably susceptible of being selected for award. Following evaluation of best and final offers, each School may select for final contract negotiations/execution the offers which are most advantageous to that School, considering price and the evaluation factors in the Request for Proposals ("RFP Documents").

Contracts may be made with more than one offeror whose proposals are determined to be advantageous to each School, taking into consideration price and other evaluation factors set forth in the RFP Documents. The factors and criteria that will be used in evaluating the proposals and the relative importance of price and the other evaluation factors are set forth in the RFP Documents. The proposals must be submitted according to the requirements outlined in the RFP Documents and properly executed.

The RFP Documents for the Services are on file with Cooperative School Services and may also be examined at <https://www.cooperativeschoolservices.org/>

All offerors must comply with applicable laws and requirements outlined in the RFP Documents. Offerors must also be able to and meet all requirements found in applicable federal procurement (e.g. 2 CFR § 200; 48 CFR § 52), public purchasing (e.g. Ind. Code § 5-22), and other public contract statutes.

Prior to approval and execution of each School's contract(s), the responsible offeror who submits proposals determined to be reasonably susceptible of being selected for award must furnish satisfactory evidence showing evidence of financial responsibility, and it can faithfully perform the contract, timely delivery, and all obligations arising hereunder.

Each School expects to award the contract(s) for the Services at their September 2022 Board meetings to the responsible offeror(s) whose proposal is determined in writing to be the most advantageous to that School, taking into consideration price and the other evaluation factors set forth in the RFP Documents. Each School reserves the right to hold proposals, including any alternates, for up to 60 days from the date of the opening. Each School reserves in its sole discretion the right to cancel the solicitation, reject any and all proposals in whole or part, delay the opening, ask for new proposals, is not obligated to accept the lowest or any other proposal, and may waive any irregularities, discrepancies, omissions, variances or informalities in the request for proposal procedure.

Questions regarding the contract(s) or requests for fair and equal treatment, can be directed in writing to: Patti Kem, Cooperative School Services, 1389 Saint Gaspar Drive, Rensselaer, IN 47978 and [pkem@cooperativeschoolservices.org](mailto:pkem@cooperativeschoolservices.org)

**\*\*Publish in August 1 & 8, 2022 newspapers and post on cooperative and school websites\*\***