

## EXECUTIVE SUMMARY

### Recommendation of \$500,000 or Greater 58-138E – Medicaid 504 Plan Management System

This request is to approve the agreement between Accelify Solutions, LLC (Accelify) and The School Board of Broward County, Florida (SBBC), for three (3) years, starting July 1, 2018 through June 30, 2021, with a renewal option for two (2) additional one (1) year periods. Accelify provides the Section 504 electronic database software and Medicaid billing and service tracking software applications.

Using Accelify allows SBBC to benefit financially by an increased revenue stream, and technologically through the creation and use of features that provide transparency into the service provider's compliance with student services for students with disabilities. Another benefit to SBBC and our contracted staff (i.e., Occupational Therapists, Physical Therapists, Speech Pathologists) is the unique feature that provides efficiency and time savings by turning the documented services into electronic timesheets to be approved by SBBC staff and emailed for payment.

With the close of the current contract June 30, 2018, Exceptional Student Learning Support (ESLS) worked with Procurement through a Request for Information (RFI) process to conduct a market assessment to determine if our current contract is the best possible solution in the market or if another vendor could meet and exceed our needs.

Through the RFI process, it was determined that Accelify has customized solutions which are not offered by other vendors and these customized solutions are a return on investment for SBBC. The table that follows identifies key differentiators that assisted in arriving at this conclusion:

Item	Public Consulting Group	Accelify
Number of SBBC requirements needing configuration	23	0
Number of SBBC requirements that cannot be configured	3	0
Solution will not meet all SBBC's needs	✓	
Solution will meet all SBBC's needs		✓
Features in use currently:		
* AcceliBILL		✓
* AcceliSCHEDULE		✓
* AcceliROUTE		✓
* Calendar Features		✓

### Financial Impact

The total spending authority requested is \$1,162,500, which represents that cost of annual software licensing, support, maintenance, and hosting. This software is used District-wide. Therefore, the Estimated Forecasted Spend calculated on the Financial Analysis Worksheet does not apply on this item. Price breakdown is as follows:

<u>AcceliPLAN 504 cost per year</u>	<u>\$ 15,750</u>
<u>AcceliROUTE cost per year</u>	<u>\$ 19,425</u>
<u>Service tracking &amp; claiming cost per year</u>	<u>\$ 352,275</u>
<u>Total annual cost</u>	<u>\$ 387,450</u>
<u>Term of Agreement (years)</u>	<u>3</u>
<b><u>Total Spending Authority Requested</u></b>	<b><u>\$1,162,500</u></b>

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The funding comes from the Medicaid Administrative Claiming Reimbursement which is budgeted in the ESLS Department budget. The current contract was approved on November 12, 2014, as item EE-7 with a total spending authority of \$1,461,000 and term commencing October 22, 2014 through June 30, 2018.

**Procurement Method**

The RFI ran from February 6, 2018 through February 27, 2018. There were two hundred, and eighty-nine (289) vendors notified, four (4) vendors downloaded the RFI and two (2) responses were received. Upon analysis of information received along with a review of other public school district's (Dade and Palm Beach) contracts and existing SBBC agreements, it was concluded that proceeding with Direct Negotiation is in the best interest of SBBC.