

EXECUTIVE SUMMARY

Recommendation to Approve First Amendment and Additional Spending Authority 58-138E – Medicaid 504 Plan Management System

Introduction

Responsible: Procurement and Warehousing Services (PWS)

This request is to approve the First Amendment with additional spending authority to the Agreement between Accelify Solutions, LLC (Accelify) and The School Board of Broward County, Florida (SBBC), to add functionality and enhancements to the Medicaid 504 Plan Management System. Item EE-9 was approved by the School Board on May 8, 2018, for the Accelify Agreement with a contract term of three (3) years beginning July 1, 2018 through June 20, 2021 with two (2) optional one (1) year renewal periods and approved spending authority of \$1,162,350. The additional spending authority requested with the First Amendment is \$140,000, which would bring the new spending authority to \$1,302,350.

Goods/Services Description

Responsible: Exceptional Student Learning Support (ESLS)

The purpose of the amendment is to enhance the Electronic Database System software by adding a Full-time equivalent (FTE) estimator tool called AcceliASSIGN, customization costs for the existing system changes and enhancements to the Medicaid billing and Section 504 modules, and a progress monitoring tool called AcceliPROGRESS.

The AcceliASSIGN FTE estimator provides a visual map of all schools in the District that allows the user to determine the number of FTEs required to comply with the service needs of students at each school location. In other words, this system will determine the optimal number of Speech/Language Pathologists and/or Support Facilitators needed at each school based on not only caseload (number of students) but also on workload (meetings, planning time, etc.). The AcceliPROGRESS electronic database system will monitor student progress related to Individualized Educational Plan (IEP) therapy and academic goals. This provides the District with a consistent method to track student progress across all school locations. The AcceliPROGRESS system is given free to SBBC for the 2019-2020 School Year.

AcceliASSIGN (FTE Estimator) Features and Benefits to SBBC:

- Determines the number of FTEs needed for each school by type of service provider, i.e., (Speech Language Pathologist, Support Facilitator), based on student plan requirements and workload factors.
- Configures the workload factor by defining the percent of the time to apply to each factor. Work activities such as planning time, evaluation time, documentation time, meetings, lunch, transition, are all configurable and factored into the FTE Estimator.
- Incorporating all workload factors provides a true picture of caseload/workload challenges and equity across locations.
- District-wide accurate and standardized projection of allocation of resources based on student need and caseload/workload.

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- Defines the percent of group services and average group size.
- Geolocation and traffic data enabled gives the travel time for providers assigned to multiple locations.
- Can be used during the budget planning process to determine the equitable allocation of resources across school locations.

AcceliPROGRESS Features and Benefits to SBBC:

- Real-time and aggregate data captured to show the efficacy of each tool and strategy employed by staff to highlight best practices and provide insight into professional development needs.
- Teachers and providers will have the ability to track and monitor student progress.
- Increases compliance for Special Education and Medicaid.
- Administrators and support staff can review the progression of each student as well as groups of students to access the effectiveness of their overall programming.
- Increases parent engagement and understanding of their child's progress by providing graphs and charts from the system.
- Gives Exceptional Student Education teachers and providers the ability to enter raw progress percentages or enter trial data to automatically calculate the progress percentage for each goal based on a moment in time.
- Progress note auto-generates using the raw data.
- Progress charts are accessed for each goal.
- Data is easily accessed using filters, strategy/tool, level of assistance, percentages, and quickly exported into excel format for further manipulation and review.
- Custom progress reports that graph the level of progress and assistance provided to each session.
- A standardized approach to progress monitoring across the school district.
- Progress can be consistently reviewed to determine if goal revision is required.

This Amendment with Accelify Solutions LLC includes the following:

- Hosting and maintenance of the system.
- Licensing fee for the use of the modules.
- The exchange of data with the IEP system.
- The addition of AcceliPROGRESS and AcceliASSIGN modules.
- Modifications needed to capture data and bill Medicaid for Non-ESE services.
- Training to SBBC's Authorized Users for year one (1) of this amendment via a combination of online and in-person trainings. Accelify will also provide "Train the Trainer" sessions to enable SBBC's personnel to become a resource for ongoing training and refresher courses.
- Accelify will provide ongoing electronic training opportunities via webinar or teleconference as may be mutually agreed to by the parties. Accelify will make necessary training materials available on the client website for access by Authorized Users.

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Procurement Method
Responsible: PWS

The original Agreement was the result of Direct Negotiation that occurred after completing a Request for Information (RFI). 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. Changing solutions would require extensive customizations to create a solution that accomplishes all that Accelify does.

Financial Impact
Responsible: PWS and ESLS

The additional spending authority requested for the additional functionality and customizations with this First Amendment is \$140,000, which will bring the new contract value to \$1,302,350 as demonstrated below. The funding source for this item is the ESLS department budget.

Original Agreement	\$ 387,450
<u>Number of Years</u>	<u>3</u>
Original spend authority	\$ 1,162,350
AccelASSIGN	\$ 50,000
Customizations / Modifications	\$ 20,000
<u>Number of Years</u>	<u>2</u>
Additional spend authority	\$ 140,000
<u>New total spend authority</u>	<u>\$ 1,302,350</u>

The approval of this recommendation does not mean the authorized amount will be spent.