



COORDINATING COMMITTEE

PUR-1669
 ADDENDUM NO. 2
 REQUEST FOR PROPOSALS
 REGARDING QUALIFICATIONS AND EXPERIENCE/
 TECHNICAL AND PRICE PROPOSALS

COMPREHENSIVE HEALTH CARE SERVICES FOR INMATES

DATE: Thursday, March 28, 2024

BIDS DUE: Wednesday, April 3, 2024
 4:00 P.M.(EDT/EST)

To Proposers:

This Addendum is hereby made a part of the Contract Documents on which all proposals will be based and is issued to correct and clarify the original documents.

Please acknowledge receipt of this Addendum at the appropriate space on the Proposal Form. This Addendum consists of ten (10) pages.

NOTE: All Bidders must enter the Washington County Administration Complex through either the front door at the 100 West Washington Street entrance or through the rear entrance (w/blue canopy roof) which is handicap accessible and must use the elevator to access the Purchasing Department to submit their proposal and/or to attend the Pre-Proposal Conference. Alternate routes are controlled by a door access system. The general public will be subject to wand search and will be required to remove any unauthorized items from the building prior to entry. Prohibited items include but are not limited to: Weapons of any type; Firearms, ammunition, and explosive devices; Cutting instruments of any type - including knives, scissors, box cutters, work tools, knitting needles, or anything with a cutting edge, etc.; Pepper spray, mace, or any other chemical defense sprays; and Illegal substances.

Medical Services

ITEM NO. 1: *Inquiry:* Please provide the specified data/total number of services during the past two years and year-to-date *for each site* for the following:

Service	2022	2023	2024 to date	Number Patients
ADP	348	389	372	
Intake Screenings Conducted	unknown	1505	187	
Deaths (that occurred in the facility)	2	0	0	

Deaths (that occurred w/in 2 days of arriving at hospital)	1	0	0	
On-Site Care				
Nurse Sick Calls	Pg. 4 RFP	Pg. 4 RFP	191	
Healthcare Provider Encounters (Doctor and mid-level providers)	Pg. 4 RFP	Pg. 4 RFP	248	
In house X-rays	Pg. 4 RFP	Pg. 4 RFP		
Medical Housing Admissions	Not tracked	Not tracked	Not tracked	
Dental Care	Pg. 3 RFP	Pg. 3 RFP	51	
Medications – number of patients receiving prescription medications	Pg. 4 RFP	Pg. 4 RFP	239 avg.	
Grievances – founded and unfounded	51	50	12	
Onsite specialty clinics				
Optometrist	6	10	0	
OB/GYN	Pg. 4 RFP	Pg. 4 RFP		
Nephrologist	Not tracked	Not tracked	Not tracked	
Other (please specify type)				
Dialysis treatments**	87**Pg. 3	108** Pg.3	0	
HIV treatment	Pg. 1 RFP	Pg. 1 RFP	2	
Hepatitis C treatment	0	2	0	
Inpatient hospitalizations*	38	16	4	
Days in Hospital	Not shown	66		
Emergency room visits	61	78		
Outpatient admissions (including surgeries)	3	3		
Specialist office visits	Pg. 4 RFP	Pg. 4 RFP		
Other off-site referrals	Pg. 4 RFP	Pg. 4 RFP		
Ambulance transportations	Pg. 3 RFP	Pg. 3 RFP		

*For inpatient hospitalization, please include the average length of stays and the longest length of stay for each period.

**Please specify off-site or on-site.

Response: The data that is available has been provided.

- ITEM NO. 2:** Inquiry: a. Please verify whether the Jail holds weekenders.
 b. If yes, please indicate the average number per week for 2022, 2023 and 2024 year-to-date.

Response: Part 1 of Item No. 2 herein: The jail does not hold weekenders.

Response: Part 2 of Item No. 2 herein: N/A

ITEM NO. 3: *Inquiry:* Is Telemedicine provided? Would the County be interested in this service?

Response: Part 1 of Item No. 3 herein: No.

Response: Part 2 of Item No. 3 herein: No, may be approved on a case-by-case basis by Administration.

Behavioral Health

ITEM NO. 4: *Inquiry:* In what fashion are behavioral health patients seen (at their cell door, in an interview room, in the counselor's office, etc.)?

Response: In the Counselor's Office, Interview Room, Multi-Purpose Room, FHU Laundry Room and at cell door; all are utilized.

ITEM NO. 5: *Inquiry:* Is there a behavioral health unit?

Response: No.

ITEM NO. 6: *Inquiry:* What is the average number of patients seen by the psych doctor per visit?

Response: Please refer to the RFP document, Page 4, Request for Proposals.

ITEM NO. 7: *Inquiry:* Where are patients held who are on suicide watch (intake, medical, the pod)?

Response: Refer to the RFP document, Page 2, Letter M., Request for Proposal.

ITEM NO. 8: *Inquiry:* a. How many inmates are currently on psychotropic medications?
b. What is the average number of inmates who were given psychotropic medications during 2023? What is the percentage of the population on psychotropic medications?
c. What was the average ADP during that time?
d. What is the average number of inmates who were given psychotropic medications during 2022?
e. What was the average ADP during that time?

Response: Part 1 of Item No. 8 herein: 145 as of 3/1/2024.

Response: Part 2 of Item No. 8 herein: Refer to the RFP document, Page 4, Request for Proposal; 40%.

Response: Part 3 of Item No. 8 herein: 389.

Response: Part 4 of Item No. 8 herein: Refer to the RFP document, Page 4, Request for Proposal.

Response: Part 5 of Item No. 8 herein: 348.

ITEM NO. 9: Inquiry: Confirm the responsibility of the 15-minute checks for suicide watches.

Response: Security staff conduct 15-minute checks.

ITEM NO. 10: Inquiry: In case of the need for one-to-one monitoring for an actively suicidal patient, who does the one-to-one monitoring?

Response: Security staff with use of a restraint chair when appropriate.

ITEM NO. 11: Inquiry: What is the average amount of mental health intakes completed per month?

Response: This information is not available.

ITEM NO. 12: Inquiry: Is there a specialized area for mental health patients?

Response: No.

ITEM NO. 13: Inquiry: What is the average number of patients on special needs?

Response: We do not have a "special needs" status or category.

ITEM NO. 14: Inquiry: What is the average amount of people on suicide watch per month?

Response: Average of 18 for the past two months.

ITEM NO. 15: Inquiry: Where are suicide watches held?

Response: Refer to the RFP document, Page 2, Letter M., Request for Proposal.

ITEM NO. 16: Inquiry: How many suicide watch cells are there?

Response: Refer to the RFP document, Page 2, Letter M., Request for Proposal.

ITEM NO. 17: Inquiry: What kind of cells are they and how are they monitored (video, one to one, or q15)?

Response: Seven (7) cells have video and others are monitored via 15-minute checks.

ITEM NO. 18: Inquiry: What type of attire is used for patients on suicide watch?

Response: Safety smock.

ITEM NO. 19: Inquiry: Approximately how many patients are currently being held at the state hospital

on a forensic admission?

Response: Five (5).

ITEM NO. 20: Inquiry: How long is the wait to get into a state psychiatric hospital?

Response: That depends upon Maryland Department of Health. Section 3-106 of the MD. Criminal Procedure Article states they must take them within 10 days. The current average is 58 days.

ITEM NO. 21: Inquiry: Are all the mental health staff licensed?

Response: Yes.

ITEM NO. 22: Inquiry: Is the mental health staff running groups?

Response: No.

ITEM NO. 23: Inquiry: Where is the mental staff conducting their assessments (cell, housing unit, medical, or office)?

Response: Office, Cell, housing unit, medical, or other available area.

ITEM NO. 24: Inquiry: Are there discharge planners?

Response: There is a re-entry coordinator and peer recovery specialist.

ITEM NO. 25: Inquiry: Is there a mental health docket?

Response: No.

ITEM NO. 26: Inquiry: Is there drug court or programs specified for substance use?

Response: Yes.

Pharmacy

ITEM NO. 27: Inquiry: Please provide pharmaceutical data for the past two years and year to date to include:

- a. number of inmates on HIV medications each month or an annual average/year (2022, 2023 and 2024 to date)
- b. number of inmates on Hep C medications each month or an annual average/year (2022, 2023 and 2024 to date)
- c. blood or plasma factoring medications each month or an annual average/year (2022, 2023 and 2024 to date).

Response: Part 1 of Item No. 27 herein: Refer to the RFP document, Page 1, Request for Proposal.

Response: Part 2 of Item No. 27 herein: See the matrix response to Item No. 1 in this addendum.

Response: Part 3 of Item No. 27 herein: This information is not available.

ITEM NO. 28: Inquiry: On average, how long does each medication administration pass take?

Response: Approximately two (2) hours.

ITEM NO. 29: Inquiry: Where do medication passes take place?

Response: Individual housing units.

ITEM NO. 30: Inquiry: Is methadone stored at the site? If so, is the provider aware and set up with the necessary token and process with the pharmacy, as required by state regulations, to maintain this for the go-live day?

Response: Yes.

Staffing

ITEM NO. 31 Inquiry: Please provide a staffing matrix that your current provider is supposed to deliver. Please include the schedule for a 7-day week (Monday – Sunday); per shift, where it shows the total FTEs for all position types including self-employees and subcontractors that would include:

Position	Shift	How many FTEs vacant	Using Agency?
HSA			
Medical Director			
RN			
LPN			
CMT			
ARNP			
Dentist			
Psychiatrist			
QMHP			

Response: This is proprietary information. Refer to the bid document, Page 2, Letter I, Request for Proposal.

ITEM NO. 32: Inquiry: Vacancies - Nurses

- a. Please provide how many current nursing staff vacancies, by position and shift, the Jail is currently experiencing.

- b. What percentage of staffing does this represent?
- c. How many of these positions are filled by agency nurses currently?
- d. Please provide the average amount of nursing shifts covered by agency nurses per year for the past two years.

Response: Part 1 of Item No. 32 herein: This is proprietary information.

Response: Part 2 of Item No. 32 herein: This is proprietary information.

Response: Part 3 of Item No. 32 herein: This is proprietary information.

Response: Part 4 of Item No. 32 herein: This is proprietary information.

ITEM NO. 33: Inquiry: Vacancies - Physician

- a. Please specify whether you have experienced a vacancy in the physician position at any facility for the past two years. If yes, how long was this position vacant?
- b. Was this position filled by an agency physician?

Response: Part 1 of Item No. 33 herein: This is proprietary information.

Response: Part 2 of Item No. 33 herein: This is proprietary information.

ITEM NO. 34: Inquiry: Vacancies – Mid-level Provider

- a. Please specify whether you have experienced a vacancy in the midlevel provider (nurse practitioner/physician assistant) position at any facility for the past two years. If yes, how long was this position vacant?
- b. Was this position filled by an agency provider?

Response: Part 1 of Item No. 34 herein: This is proprietary information.

Response: Part 2 of Item No. 34 herein: This is proprietary information.

ITEM NO. 35: Inquiry: Would the Sheriff's office be agreeable to upgrading the licensure requirements on the Matrix submitted in the RFP? Example upgrading from an LPN to an RN, or a Medical Technician to an LPN.

Response: The matrix in Request for Proposal states "As a minimum."

Information Technology

ITEM NO. 36: Inquiry: Are there any existing networks that are available to be used- either wired, wireless or both?

Response: Yes.

ITEM NO. 37: *Inquiry:* Does the facility have Wi-Fi capability dedicated for use by the medical department?

Response: Yes, but limited areas.

ITEM NO. 38: *Inquiry:* What is the extent of Wi-Fi in the facility?

Response: Very limited.

ITEM NO. 39: *Inquiry:* What Jail Management System do you currently use?

Response: Currently using Keystone Client.

ITEM NO. 40: *Inquiry:* Will there be any restrictions on the computers that the Contractor chooses to use?

Response: Yes, as required by Information Technologies.

ITEM NO. 41: *Inquiry:* Number of buildings per site (i.e., annex, main jail, juvenile, etc.)

Response: Three (3).

ITEM NO. 42: *Inquiry:* Where will the patient data be kept (who's server, vendors or Jail Facility)

Response: Core EMR owned by the County unless approved otherwise by Administrator.

ITEM NO. 43: *Inquiry:* Name of current Pharmacy Integration.

Response: Current Pharmacy is Correct RX.

ITEM NO. 44: *Inquiry:* Additional Integrations (Radiology, etc.)

Response: N/A

ITEM NO. 45: *Inquiry:* Do you want us to include the prices for CorEMR in our proposal?

Response: No, the County provides CorEMR.

Accreditation

ITEM NO. 46: *Inquiry:* We understand that the NCCHC certification audit is scheduled for this year. Could you please provide the specific month it is planned for?

Response: There has been nothing scheduled by NCCHC to date.

Equipment

ITEM NO. 47: *Inquiry:* Please complete this equipment table, add additional lines if necessary.

Computer Equipment	Count	Condition
Computers in the medical area	5	Working
Fujitsu scanner	1	Working
Laptops shared between medical and mental health	5	Working
Mental health office computers	2	Working
Office printers (MH office)	2	Working
Computer Equipment	Count	Condition
Fujitsu scanner (MH office)	1	Working
OTHER EQUIPMENT		

Response: Refer to the RFP document, Page 3, Request for Proposal.

ITEM NO. 48: *Inquiry:* How many AEDs does the facility own and what are their locations?

Response: Four (4), Medical, Central Booking, FHU, H Pod.

Financial:

ITEM NO. 49: *Inquiry:* Is there currently a cap/cost pool based in your agreement with your current vendor?

- a. If yes, please tell us what is included in the cost pool? (Examples: off site visits, pharmacy (HIV meds, Hep C meds, blood factors), ambulance transportation, medical supplies, etc.)?
- b. If there is a cost pool, please share the amount of what is the maximum financial responsibility of your current vendor.
- c. If you have a pool, was the amount exceeded? How much each year?

Response: Part 1 of Item No. 49 herein: N/A

Response: Part 2 of Item No. 49 herein: N/A

Response: Part 3 of Item No. 49 herein: N/A

ITEM NO. 50: *Inquiry:* Can we get a current copy of your medical contract and any addendums, amendments, etc.?

Response: That will require a Formal Public Information Request.

ITEM NO. 51: *Inquiry:* What is your historical spend for 2022, 2023 & 2024 (YTD) for the following:

- a. Pharmaceuticals
- b. On-site Laboratory Services
- c. On-site X-rays
- d. On-site EKG & Radiology Services
- e. Offsite specialty

- f. Hospitalisation services (ER visits, in patient/out patient services, etc.)
- g. Ambulatory services
- h. Orthoses, Prosthesis & Other Aids

Response: Part 1 of Item No. 51 herein: That is proprietary information.

Response: Part 2 of Item No. 51 herein: That is proprietary information.

Response: Part 3 of Item No. 51 herein: That is proprietary information.

Response: Part 4 of Item No. 51 herein: That is proprietary information.

Response: Part 5 of Item No. 51 herein: That is proprietary information.

Response: Part 6 of Item No. 51 herein: That is proprietary information.

Response: Part 7 of Item No. 51 herein: That is proprietary information.

Response: Part 8 of Item No. 51 herein: That is proprietary information.

ITEM NO. 52: Inquiry: Would the County consider extending their same term for convenience to the Contractor, not only the County? Alternatively, would the County be open to negotiating a termination for convenience clause for the Contractor?

Response: The contractor shall bid as specified in the Request for Proposal.

ITEM NO. 53: Inquiry: In the event that the MAT program grant expires, who assumes financial responsibility for providing the staffing and pharmaceuticals required for this program?

Response: Refer to the Request for Proposal, Page No. 8, Letter Q.

ITEM NO. 54: Inquiry: Is the budget information provided in the RFP for your entire medical program or a portion of it?

Response: The entire program.

By Authority of:



Rick F. Curry, CPPO
Director of Purchasing