



Department of Public Safety and Correctional Services

Office of the Secretary

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DPSCS Q0010019-22

**INMATE MEDICAL HEALTH CARE AND UTILIZATION SERVICES,
MENTAL HEALTH, DENTAL & PHARMACY ALTERNATIVE
PROPOSAL EXCEPTIONS ADDENDUM**

March 5, 2010

STATE OF MARYLAND

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CORRECTIONAL STANDARDS

CORRECTIONAL TRAINING
COMMISSION

POLICE TRAINING
COMMISSION

MARYLAND PAROLE
COMMISSION

CRIMINAL INJURIES
COMPENSATION BOARD

EMERGENCY NUMBER
SYSTEMS BOARD

SUNDRY CLAIMS BOARD

INMATE GRIEVANCE OFFICE

Dear Vendors:

This addendum is being issued to amend and clarify certain information contained in the above named RFP. All information contained herein is binding on all Bidders who respond to this RFP. Specific parts of the RFP have been amended. The following changes/additions are listed below; new language has been underlined and marked in bold (i.e., **word**) and language deleted has been marked with a strikethrough (i.e., ~~word~~).

This addendum applies to all four of the RFPs – Medical & Utilization, Mental, Dental and Pharmacy.

The Closing Date and Time is being extended to Friday, April 9, 2010 at 2:00 PM (Local time)

Closing Date and Time: Friday, ~~March 12~~ **April 9**, 2010 at 2:00 PM (Local time)

1.18 Multiple or Alternative Proposals

Multiple or ~~Alternate~~ proposals will not be accepted. **An Offeror may submit an alternate proposal (only one) in response to this RFP. If an offeror chooses to submit an alternate proposal, it must do so in addition to submitting a proposal that is complete and meets the RFP specifications in every way. This complete proposal shall be designated by the offeror as the "Primary Proposal" and both of its sealed envelopes (Technical and Financial) labeled as such, while the alternate proposal shall be designated by the offeror as the "Alternate Proposal" and each of its sealed envelopes (Technical and Financial) labeled as such. If an alternate proposal is submitted, it is to include only that information which differs from the information in the primary proposal.**

Any such alternate proposal must still seek to meet the overall purpose of this RFP but may deviate from the RFP specifications, except for those specifications detailed in this posted Addendum, labeled as "PROPOSAL SPECIFICATIONS REQUIRED FOR ALL PROPOSALS." Any such alternate proposal will be evaluated as a separate proposal from the offeror's primary proposal, to the extent that the alternate proposal differs from the offeror's primary proposal. An offeror's alternate proposal may be selected for award if the State determines that overall performance under the contract that results from this RFP would be improved by such a proposal.

4.1 Two Part Submission

Offerors must submit proposals in two separate volumes:

- a. Volume I - TECHNICAL PROPOSAL
- b. Volume II – FINANCIAL PROPOSAL

If an alternate proposal is also submitted, the alternate proposal will follow the same format and submission requirements as the primary proposal, described in this Section 4. However, the alternate proposal is to include only that information which differs from the information in the primary proposal. Any offeror responses or required information that does not differ from the primary proposal (ex. offeror experience, capabilities, resumes, financial capability and insurance, and required affidavits) should not be duplicated in the alternate proposal.

4.2 Proposals

Volume I-Technical Proposal, must be sealed separately from Volume II-Financial Proposal, but submitted simultaneously to the Procurement Officer (address listed in Section 1.5 of this RFP). An unbound original, so identified, and eight (8) copies of each volume are to be submitted. An electronic version of both the Volume I- Technical Proposal in MS Word format and the Volume II- Financial Proposal in MS Excel format must also be submitted with the unbound originals technical or financial volumes, as appropriate. Electronic media on CD shall bear the RFP number and name, name of the Offeror and the volume number. **If an alternate proposal is also submitted, it must be submitted separately from the primary proposal, in separately sealed envelopes. The alternate proposal will follow the same format and submission requirements as the primary proposal, and will include the same number of copies and electronic version as the primary proposal.**

4.3 Submission

Each Offeror is required to submit a separate sealed package for each "Volume", which is to be labeled Volume I-Technical Proposal (**Volume I-Primary Technical Proposal if an alternate proposal is submitted**) and Volume II-Financial Proposal (**Volume II-Primary Financial Proposal if an alternate proposal is submitted**). Each sealed package must bear the RFP title and number, name and address of the Offeror, the volume number (I or II), and the closing date and time for receipt of the proposals on the outside of the package. All pages of both proposal volumes must be consecutively numbered from beginning (Page 1) to end (Page "x"). **If an alternate proposal is also submitted, the alternate proposal is to be labeled Volume I – Alternate Technical Proposal and Volume II – Alternate Financial Proposal, and shall meet the same requirements described above for the Primary Proposal.**

5.1 Evaluation Criteria

Evaluation of the proposals will be performed by a committee organized for that purpose. **Evaluation of any alternate proposal submitted will be separate from the evaluation of the primary proposal.** Evaluations, **including the evaluation of any alternate proposal,** will be based on the criteria set forth below. The Contract resulting from this RFP will be awarded to the Offeror that is most advantageous to the State, considering price and the evaluation factors set forth herein. In making this determination, price factors will receive greater weight than technical factors.

PROPOSAL SPECIFICATIONS REQUIRED FOR ALL PROPOSALS

INMATE MEDICAL HEALTH CARE AND UTILIZATION SERVICES ALTERNATIVE PROPOSAL EXCEPTIONS

3.4 GEOGRAPHICAL & INMATE STATUS SCOPE OF RESPONSIBILITY

3.5 PLAN FOR THE DELIVERY OF INMATE HEALTH CARE

3.7 POLICIES AND PROCEDURES

3.8 HIRING PROCESS AND RETENTION

3.9 ORIENTATION AND TRAINING

3.11 PROVIDER ON CALL COVERAGE

3.12 MEDICAL PROVIDER STAFF CREDENTIALS

3.13 MEDICAL PROVIDER STAFF SCREENING

3.14 MEDICAL PROVIDER STAFF INSTITUTIONAL ACCESS/SECURITY

3.15 MEDICAL PROVIDER STAFF DISCIPLINARY ACTIONS

3.16 MEDICAL PROVIDER USE OF TELEPHONES AND UTILITIES

3.17 EQUIPMENT AND SUPPLIES (3.17.5.1 – DGS MANUAL)

3.18 AMBULANCE/TRANSPORTATION SERVICES

3.19 DISPENSARY SERVICES

3.20 INFIRMARY BEDS FOR SOMATIC HEALTH

3.22 INTAKE TRIAGE AND SCREENING

3.23 COMPLETE RECEPTION MEDICAL HEALTH EXAMINATION

3.24 PHYSICAL RE-EXAMINATION

3.29 EMERGENCY MEDICAL CARE

3.32 SPECIALTY CARE – VISION SERVICES

3.33 SPECIALTY CARE – AUDIOLOGY

3.34 SPECIALTY CARE – PHYSICAL THERAPY

3.38 TRANSFER AND RELEASE

3.43 MEDICAL PROVIDER’S ROLE IN DELIVERY OF MENTAL HEALTH SERVICES

3.44 MEDICAL PROVIDER’S ROLE IN DENTAL EMERGENCIES

3.50 RENOVATIONS OF ANY FACILITY SITES OR PORTIONS OF THOSE SITES

3.51 RESEARCH

3.58 MEDICAL DIETS

3.60 SEXUAL ASSAULT PROGRAM

3.61 INMATE WORKER SCREENING PROGRAM

3.62 METHADONE PROGRAM

3.63 DETOXIFICATION UNIT

3.67 UTILIZATION MANAGEMENT – SPECIALTY PANEL BOARD

3.70 FAILURE OF PERFORMANCE

MENTAL HEALTH ALTERNATIVE PROPOSAL EXCEPTIONS

3.4 GEOGRAPHICAL & INMATE STATUS SCOPE OF RESPONSIBILITY

3.5 PLAN FOR THE DELIVERY OF INMATE MENTAL HEALTH CARE

3.7 POLICIES AND PROCEDURES

3.8 HIRING PROCESS AND RETENTION

3.9 ORIENTATION AND TRAINING

3.10 MENTAL HEALTH PROVIDER STAFF CREDENTIALS

3.11 MENTAL HEALTH PROVIDER STAFF SCREENING

3.12 MENTAL HEALTH PROVIDER STAFF INSTITUTIONAL ACCESS/SECURITY

3.13 MENTAL HEALTH PROVIDER STAFF DISCIPLINARY ACTIONS

3.14 MENTAL HEALTH PROVIDER USE OF TELEPHONES AND UTILITIES

3.15 EQUIPMENT AND SUPPLIES (3.15.4.1 – DGS Manual)

3.19 DELIVERY OF MENTAL HEALTH CARE SERVICES – EMERGENCY PSYCHIATRIC CARE/PSYCHIATRY ON CALL COVERAGE

3.20 DELIVERY OF MENTAL HEALTH CARE SERVICES – INTAKE AND RECEPTION

3.22 MEDICATION

3.24 TRANSFER AND RELEASE

3.25 INVESTIGATION AND FOLLOW –UP OF GRIEVANCES/ARPS AND COMPLAINTS

3.31 SEXUAL ASSAULT PROGRAM

3.35 RESEARCH

3.36 FAILURE OF PERFORMANCE

DENTAL ALTERNATIVE PROPOSAL EXCEPTIONS

3.4 GEOGRAPHICAL & INMATE STATUS SCOPE OF RESPONSIBILITY

3.5 PLAN FOR THE DELIVERY OF INMATE DENTAL CARE

3.7 POLICIES AND PROCEDURES

3.8 HIRING PROCESS AND RETENTION

3.9 ORIENTATION AND TRAINING

3.11 DENTAL PROVIDER ON CALL COVERAGE

3.12 DENTAL PROVIDER STAFF CREDENTIALS

3.13 DENTAL PROVIDER STAFF SCREENING

3.14 DENTAL PROVIDER STAFF INSTITUTIONAL ACCESS/SECURITY

3.15 DENTAL PROVIDER STAFF DISCIPLINARY ACTIONS

3.16 DENTAL PROVIDER USE OF TELEPHONES AND UTILITIES

3.17 EQUIPMENT AND SUPPLIES (3.17.4.1 – DGS Manual)

3.18 DENTAL CARE LOCATIONS

3.19 DELIVERY OF DENTAL SERVICES

3.22 SICK CALL

3.23 MEDICATION

3.24 EMERGENCY DENTAL CARE

3.25 INPATIENT HOSPITALIZATION

3.26 SPECIALTY CARE – IN GENERAL

3.29 INFECTION CONTROL

3.30 INVESTIGATION AND FOLLOW UP OF GRIEVANCES/ARPS AND COMPLAINTS

3.33 RENOVATIONS OF ANY FACILITY SITES OR PORTIONS OF THOSE SITES

3.34 RESEARCH

3.38 PHARMACY AND THERAPEUTICS

3.42 FAILURE OF PERFORMANCE

PHARMACY ALTERNATIVE PROPOSAL EXCEPTIONS

3.4 GEOGRAPHICAL & INMATE STATUS SCOPE OF RESPONSIBILITY

3.5 PLAN FOR THE DELIVERY OF INMATE PHARMACY SERVICES

3.7 POLICIES AND PROCEDURES

3.8 HIRING PROCESS AND RETENTION

3.9 ORIENTATION AND TRAINING

3.10 PHARMACY PROVIDER STAFF CREDENTIALS

3.11 PHARMACY PROVIDER STAFF SCREENING

**3.12 PHARMACY PROVIDER STAFF INSTITUTIONAL
ACCESS/SECURITY**

3.13 PHARMACY PROVIDER STAFF DISCIPLINARY ACTIONS

3.14 PHARMACY PROVIDER USE OF TELEPHONES AND UTILITIES

3.15 EQUIPMENT AND SUPPLIES (3.15.3.1 – DGS MANUAL)

3.17 MEDICATION IMMEDIATE START AND EMERGENCY SUPPLIES

3.18 AGENCY FORMULARY

3.19 INTERDISCIPLINARY CONSULTATION

**3.21 INVESTIGATION AND FOLLOW UP OF GRIEVANCE/ARPS AND
COMPLAINTS**

**3.24 RENOVATIONS OF ANY FACILITY SITES OR PORTIONS OF THOSE
SITES**

3.25 RESEARCH

3.30 PATIENT HEALTH RECORD

3.32 FAILURE OF PERFORMANCE

Date Issued: March 5, 2010

By: *BJ Said-Pompey*
BJ Said-Pompey, Procurement Officer