



# Department of Public Safety and Correctional Services

## Office of the Secretary

300 E. JOPPA ROAD • SUITE 1000 • TOWSON, MARYLAND 21286-3020  
(410) 339-5000 • FAX (410) 339-4240 • TOLL FREE (877) 379-8636 • V/TTY (800) 735-2258 • www.dpscs.state.md.us

STATE OF MARYLAND

MARTIN O'MALLEY  
GOVERNOR

ANTHONY G. BROWN  
LT. GOVERNOR

GARY D. MAYNARD  
SECRETARY

G. LAWRENCE FRANKLIN  
DEPUTY SECRETARY/  
ADMINISTRATION

THOMASINA HIERS  
ASSISTANT SECRETARY/  
CHIEF OF STAFF

DAVID N. BEZANSON  
ASSISTANT SECRETARY  
CAPITAL PROGRAMS

PHILIP PIE  
ASSISTANT SECRETARY  
TREATMENT SERVICES

DIVISION OF CORRECTION

DIVISION OF PAROLE AND  
PROBATION

DIVISION OF PRETRIAL  
DETENTION AND SERVICES

PATUXENT INSTITUTION

MARYLAND COMMISSION ON  
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

February 24, 2010

## PRE-PROPOSAL CONFERENCE SUMMARY

Solicitation: DPSCS Q0010019 - 022

### INMATE MEDICAL SERVICES CONTRACTS

Date held: Friday, February 19, 2010

#### State representatives:

#### *Maryland Department of Public Safety and Correctional Services*

Randall Nero, Director, Patuxent Institution

Philip Pie, Assistant Secretary, Treatment Services

Renard Brooks, Assistant Commissioner, Division of Pre-Trial Detention Services

Thomas Sullivan, Director, Inmate Health Services

Dr. Sharon Baucom, Medical Director, Inmate Health Services

Steve Bass, Chief Financial Officer, Inmate Health Services

Bonita Cosgrove, Director of Integrated Program Services, Treatment Services

Patricia Dove, Director of Nurses, DPSCS

Elizabeth Nwosa, OIHS, Inmate Health Services

Tia Rattini, Manager, Minority Business Enterprise

BJ Said-Pompey, Director of Procurement Services

#### *Attendees:*

Align Staffing

Correct Care Solutions

Correctional Medical Services

Correct RX Pharmacy Services

Correctional Mental Health Services

Dental Design Studio

Diamond

EPIC

Health Direct

Hope Health Systems, Inc.

Infection Control Consultation Services, Inc.

Jackson Institutional Dental Services

Pride Youth Services

Maxor Correctional Pharmacy Services

MHM Services, Inc.

MHM Maryland, Inc.

Naph Care

Prison Health Services, Inc.  
Prison Optometric Services  
Staffing Etc.  
STG International, Inc.  
Wexford Health Sources, Inc.  
MTC Medical  
Robin Toler, M.D., P.A  
Conmed Healthcare Management

*See sign-in sheets for more information*

Ms. BJ Said-Pompey, Director of Procurement Services convened the meeting at 9:03 AM. She welcomed everyone to the pre-proposal conference and all State employees introduced themselves and vendors identified what company they were representing.

Ms. Said-Pompey, Director of Procurement Services then began going over page (1) of the RFP, Notice to Offerors/Contractors and page number (2) Key Information Sheet. Ms. Said-Pompey also covered the following Sections: Section 1.1, 1.2, 1.4, 1.5 and Section 1.6. Ms. Tia Rattini reviewed Section 1.19 and accompanying MBE forms. Ms. Said-Pompey then proceeded to cover the following Sections; Section 1.23, 1.24, 1.29 and Section 1.30. Mr. Tom Sullivan reviewed Section 3 (Scope of Work). Immediately following Mr. Sullivan's overview of the RFPs, questions were entertained by the panel. After all questions were responded to, Ms. Said-Pompey went over Section 4 of the RFP, Proposal Format.

Meeting was adjourned at Noon

### **Procurement Objectives**

- All attendees were notified to submit questions that were unanswered at the conference. Questions and responses will be sent to all parties known to have received a copy of the RFP. The questions and responses will be available on eMarylandMarketplace and the DPSCS website.
- The official Procurement Officer is BJ Said-Pompey. Only answers received from the Procurement Officer in writing are considered the official position of the Agency.
- Vendors are submitting proposals only on the written specifications contained in the solicitation and any written addenda issued by the Procurement Officer.

### **Contract Key Dates**

- 03/08/10 – written questions will be received prior to 2:00 PM to be considered.
- 03/12/10 – Proposals must be received prior to on or before 2:00 PM, local time at:

BJ Said-Pompey, Procurement Director  
300 East Joppa Road, Suite 1000  
Towson, MD 21286