



Department of Public Safety and Correctional Services

Office of the Secretary

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MARYLAND PAROLE
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CRIMINAL INJURIES
COMPENSATION BOARD

EMERGENCY NUMBER
SYSTEMS BOARD

SUNDRY CLAIMS BOARD

INMATE GRIEVANCE OFFICE

March 12, 2010

ADDITIONAL QUESTION AND ANSWERS #5

Solicitation: DPSCS Q0010019 - 22

INMATE HEALTH CARE SERVICES RFPS

Questions and Responses

Question #1: Can the DPSCS please verify the following:

- a. Please confirm that the DPSCS is responsible for the procurement, repair, and replacement of computers, printers, and fax machines.
- b. Please provide an additional list of the number of computers, printers, and fax machines for each facility in each service delivery area.
- c. Please provide a list of scanners and copiers with scanning capabilities for each facility in each service delivery area that will facilitate the requirement to place essential hard copy documents into the NexGen system.

Response: The DPSCS Information Technology and Communications Division (ITCD) is responsible for the procurement, repair, and replacement of all deployed and state-owned IT-related equipment such as computers, printers, scanners and copiers. As a result, the bidder does not need a list of the number of computers, printers, scanners and copiers for each facility in each service delivery area. Should the awarded contractor need computers, printers, scanners and copiers, the awarded contractor shall contact the DPSCS Information Technology and Communications Division (ITCD) for the procurement, repair, and replacement of IT-related equipment such as computers, printers, scanners and copiers. Since fax machines are not considered IT-related equipment, the awarded contractor will be responsible for the procurement, repair and replacement of fax machines, which are listed on all of the RFP Equipment Inventory Attachments.

Question #2: We have reviewed Attachment R-1 (Staffing Matrix) and find that the job title “Assistant Director of Nursing” is listed at the following sites in the Jessup Service Delivery Area – MHC Annex, MCIW, MCIJ, and MHC Infirmary – and has no FTE total listed. Please tell us which sites require the “Assistant Director of Nursing” and how many hours are required at each site.

Response: The current staffing for Assistant Director of Nursing is an FTE of 1.0 at the sites you listed; however bidders are advised that the staffing matrix is a guide. The deployment of administrative positions such as an Assistant Director of Nursing should be detailed in your response to the RFP using your industry experience and expertise in the field of correctional healthcare.

Date Issued: March 12, 2010 By: *BJ Said-Pompey*.
BJ Said-Pompey, Procurement Officer