



County of El Paso Purchasing Department
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ADDENDUM 5

To: All Interested Proposers

From: Linda Gonzalez, Inventory Bid Technician

Date: November 24, 2008

Subject: RFQ# 08-137, (RFQ) Inmate Medical Services for the Detention Facility and Jail Annex

The Purchasing Department received questions relating to the above referenced proposal; the response to the following question:

1. What is the County of El Paso's targeted award date for the contract?
[Immediately](#)
2. What is the County of El Paso's targeted start date for the contract?
[Immediately](#)
3. Please provide a copy of the current health services contract for the El Paso County Detention Facility and Jail Annex including any exhibits, attachments, and amendments.
[Refer to Attachment III](#)
4. Please confirm that as stated verbally at the bid conference, the County does not want bidders to include costs or pricing in our initial proposal submissions, but will request cost proposals at a later date from those vendors deemed finalists.
[Yes](#)

5. Please provide (by year) the amounts and reasons for any paybacks, credits, and/or liquidated damages the County of El Paso has assessed against the incumbent vendor over the term of the current contract.

none

6. Are any of facilities covered under the RFQ currently subject to any court orders or legal directives? If “yes,” please provide copies of the order/directive.

No

7. Please provide two years’ worth of historical data describing the inmate population, broken down by gender, age, and County of El Paso jurisdiction versus inmates from other agencies, i.e., other city/county, state, or federal.

	FY 2007	FY 2008
Inmates Booked	41026	44700
Total Females Booked	7681	8392
Total Males Booked	33344	36306
Females Booked Age 17-25	3184	3464
Females Booked Age 26-35	2338	2617
Females Booked Age 36-45	1446	1523
Females Booked Age 46-55	586	665
Females Booked Age 56-99	127	123
Males Booked Age 17-25	14300	15762
Males Booked Age 26-35	9359	10413
Males Booked Age 36-45	5730	6003
Males Booked Age 46-55	2963	3152
Males Booked Age 56-99	993	978
Avg. Length of Stay	19.89 Days	16.32 Days

8. What is the average length of stay (ALOS) at the El Paso County Detention Facility and Jail Annex?

20 days

9. The RFQ implies that the Detention Facility and Annex are both currently accredited by the American Correctional Association (ACA). Please confirm, and provide the facilities' next scheduled audit dates. Is either the El Paso County Detention Facility or Jail Annex currently accredited by the National Commission on Correctional Health Care (NCCHC)? If "yes," please provide the following dates for the facility.

a. Original accreditation April 2005

b. Most recent accreditation April 2005

c. Next audit Tentatively scheduled for June 2009
(Initial Accreditation)

10. Please provide current health service staffing schedules by facility, shift, and day of the week for the El Paso County Detention Facility and Jail Annex.

These records are not kept by the Sheriff's Office. These are the current providers records.

11. Does the County of El Paso feel the current health service staffing plan for the El Paso County Detention Facility and Jail Annex is adequate?

No

12. Please provide a listing of the current health service vacancies by position for the El Paso County Detention Facility and Jail Annex. Which positions have historically been most difficult to fill?

1 LVN position

13. Are any members of the El Paso County Detention Facility or Jail Annex's current health service workforce unionized? If yes, please provide the following.

No

- a. A breakdown of which union represents which position
 - b. A copy of each union contract
 - c. Complete contact information for a designated contact person at each union
 - d. Seniority dates for each union employee
-
14. Please provide current wage/pay/reimbursement/seniority rates (including supplemental pay, on-call pay, shift differentials, travel rates, etc.) for incumbent health service staff at the El Paso County Detention Facility and Jail Annex.

No
 15. Please provide a detailed outline of the security and clearance process for new onsite staff. On average, how long does this process take to complete?

Background check conducted by the Sheriff's Office/ 1-2 months
 16. Who is financially responsible for required background checks or other security and clearance process for new onsite staff?

The Sheriff's Office
 17. Does the County of El Paso have minimum requirements with regard to the extent or content of the Contractor's background checks for prospective onsite staff?

Yes, no criminal history, drug usage, or bad credit
 18. Please confirm that hours spent by health services staff members in orientation, in-service training, and continuing education classes count as hours worked toward the requirements of the contract.

Sheriff's Office does not keep these records.
 19. Please provide the following information about the El Paso County Detention Facility and Jail Annex's handling of segregated inmates.
 - a. How many segregation units does the El Paso County Detention Facility and Jail Annex maintain?

EPCDF- currently 26 cellblocks/ Annex- maximum of 24 cell blocks

b. What is the capacity and average daily population of each segregation unit?

EPCDF- currently maximum of 160 inmates, ADP 72/ Annex- maximum of 288 inmates, ADP 255

c. Where are the segregation units located with regard to the medical unit, i.e., how far away are they from the medical unit?

EPCDF- every housing floor contains some segregation cellblocks/ Annex- one unit containing 4 pods with 24 cellblocks

d. Where are the segregation units located with regard to each other, i.e., how far apart are they?

EPCDF- spread out on each floor/ Annex- each pod is adjacent

20. Please provide an inventory of office equipment by facility (e.g., PCs, printers, fax machines, copiers) currently in use at the El Paso County Detention Facility and Jail Annex and identify which equipment will be available for use by the selected provider. If possible, please include vendor, model, age, condition, and the cost of any current maintenance agreements.

There are desks and chairs

21. Please provide an inventory of medical equipment by facility (e.g., blood pressure cuffs, ultrasound, x-ray machines, etc.) currently in use at the El Paso County Detention Facility and Jail Annex and identify which equipment will be available for use by the selected provider. If possible, please include vendor, model, age, condition, and the cost of any current maintenance agreements.

X-ray machine, dental chairs

22. Who is financially responsible for the following costs?

a. Telephone lines (for voice service) County

b. Telephone lines (for fax service) County

c. Local telephone usage charges County

d. Long distance telephone usage charges **Provider**

23. Is Internet access currently available at the health unit staff at the El Paso County Detention Facility and Jail Annex? **Yes, limited**

a. If yes, is the access provided via a facility network or via contractor-provided (and paid for) communications lines? **Network**

b. If not currently available, will the County of El Paso permit the selected vendor to arrange Internet access under the new contract?

24. Please confirm that as verbally indicated at the Pre-Bidders conference that the County is interested in receiving optional Electronic Medical Record (EMR) proposals. If so, please provide the following information.

a. How many locations will be connected to the EMR? Please indicate how many of these locations are correctional facilities and how many are provider offices.

b. How many providers will be using the EMR? Please include all clinicians who will utilize the system, e.g., physicians, mid-level providers, nurses, etc.

c. What is the maximum number of users who will be on the system at a given time?

d. Please provide the County of El Paso's interface requirements for incoming data.

e. Please provide the County of El Paso's interface requirements for outgoing data. **We are open to proposals**

25. Does the El Paso County Detention Facility or Jail Annex currently utilize telemedicine technology? If so, please provide the following information. **No**

a. A listing of the clinics currently conducted using telemedicine

b. A detailed inventory of the telemedicine equipment available

c. An inventory of the communications used in support of telemedicine (e.g., dedicated WAN, ISDN)

d. Will the existing equipment/communications capability be available for the incoming contractor(s)?

e. Will off-network connectivity be supported for telemedicine?

26. Are laboratory services currently provided onsite or offsite?

Onsite

27. Please identify and provide contact information for the current sub-contracted provider(s) of laboratory services.

Lab Corp

28. Are radiology services currently provided onsite or offsite?

Onsite

a. If onsite, via permanent County of El Paso-owned equipment or through a mobile radiology vendor? Yes

b. If through a vendor, please provide contact information for the current sub-contracted provider of radiology services.

29. Are dental services currently provided onsite or offsite?

Onsite

a. If onsite, via permanent County of El Paso-owned equipment or through mobile dentistry? Yes

b. If through mobile dentistry, please provide contact information for the current sub-contracted provider.

30. Are optometry services currently provided onsite or offsite?

Offsite

a. If onsite, via permanent County of El Paso-owned equipment or through mobile optometry?

b. If through mobile optometry, please provide contact information for the current sub-contracted provider.

31. Are dialysis services currently provided onsite or offsite? Please provide contact information for the current sub-contracted provider of dialysis services.

Offsite

32. Are dialysis services currently provided onsite or offsite?

Offsite

a. If onsite, via permanent County of El Paso-owned equipment or through mobile dialysis?

b. If through mobile dialysis, please provide contact information for the current sub-contracted provider.

33. Who is financially responsible for providing dialysis services?

County

34. What are the designated emergency or “911” hospitals for the El Paso County Detention Facility and Jail Annex?

R.E. Thomason Hospital

35. Does the County of El Paso have discount arrangements in place with any community hospitals or other medical providers?

Yes

36. If “yes,” please provide details on any such discount arrangements.

Medicare rates

37. Will the successful Contractor be allowed access to the County of El Paso’s existing discount arrangements?

No

38. Regarding onsite clinics at the El Paso County Detention Facility and Jail Annex:

Not Germane to RFQ

- a. What specialty care/chronic clinics are currently held onsite? Please provide information on these clinics' frequency, number of hours per week, and utilization.
- b. What additional clinics, if any, at how many hours per week, would the County of El Paso wish the incoming vendor to provide?

39. Please provide a breakdown by gender and diagnosis of the current Special Needs population at the El Paso County Detention Facility and Jail Annex, e.g., those inmates who require special housing or care due to age, infirmity, or mental or physical disability.

Jail Annex – 305 Downtown - 51

40. Does the El Paso County Detention Facility or Jail Annex have special medical housing, observation beds, and/or an infirmary? If "yes," please provide the number of such beds, as well as a breakdown of how the beds are allotted between male/female inmates and to various levels of medical health status, e.g., how many beds are for observation, how many for housing chronically ill or impaired inmates, etc.

Medical ward at each location. Negative air pressure rooms at each location

41. On average, how many inmates are housed in the Infirmary on a daily basis?

No infirmary

42. Please describe the medical acuity level at both the El Paso County Detention Facility and Jail Annex can handle without the need to send an inmate for offsite care, e.g., can the El Paso County Detention Facility or Jail Annex administer intravenous (IV) medications? Nasogastric (NG) feedings? Total parenteral nutrition (TPN), etc?

Inmates must provide for self-care in both facilities

43. Does the El Paso County Detention Facility or Jail Annex have a mental health unit, or beds assigned to mental health patients? If “yes,” please provide the number of such beds by facility, as well as a breakdown of how the beds are allotted between male/female inmates and to various levels of mental health status, e.g., how many beds are for crisis stabilization, how many for transitional care, etc

Not at present, out on bid

44. On average, how many inmates are housed in the mental health unit on a daily basis?

The jail does not have a designated mental health unit.

45. Does either the El Paso County Detention Facility or Jail Annex currently offer group psychotherapy and/or group counseling for inmates diagnosed with mental health concerns?

Not at present

a. If yes, please provide by facility information on the topics, frequency, and utilization of these group sessions.

b. Who currently provides the existing group sessions at each facility?

c. What level of mental health professional leads the existing group sessions?

d. What additional group sessions, at what frequency, would the County of El Paso wish the incoming vendor to provide?

e. If no, is the County of El Paso interested in implementing such group therapy (as possible given any security, physical space, and/or mental health staffing limitations of the contract)?

Not by provider/ currently on bid

46. Does the El Paso County Detention Facility or Jail Annex currently offer a methadone treatment program for female offenders who are both pregnant and addicted to opioids? If “yes,” is the program conducted onsite or offsite through a community provider?

No program, medical detox only

47. Please identify if either the El Paso County Detention Facility or Jail Annex currently has a DEA registration?

DEA registration is under contracted pharmacy provider

48. Does the County of El Paso currently have a state-licensed pharmacy permit?

Under current contracted pharmacy provider

49. How are medications distributed (i.e., pill line or med pass)? Where does medication distribution take place (i.e., do medication carts go to the housing units or do inmates come to the medical units)?

Med pass

50. How often is medication distributed each day? How long does it take to perform the average medication distribution process?

To be determined by provider

51. Who administers medications (RN, LPN, or medical assistants)?

LVN's

52. Do the facilities have medication carts that will be made available for the use of the incoming vendor? If "yes," how many medication carts are available?

Med carts are property of current provider

53. Does the El Paso County Detention Facility or Jail Annex currently maintain a Keep-On-Person (KOP) program? If "no," is the County of El Paso interested in implementing a KOP program?

No

54. Please provide copies of the following documents.

a. The formulary currently in use at each facility

b. A current formulary management report No

55. What pharmacy vendor/distributor does the incumbent health services Contractor use to provide drugs for the El Paso County Detention Facility and Jail Annex?

Maxor

56. Please identify and provide contact information for the current local back-up pharmacy(s).

Contracted through Maxor

57. Please provide a list of the top 25 most utilized prescription medications at the El Paso County Detention Facility and Jail Annex.

Not available

58. On average, what percentage of El Paso County Detention Facility and Jail Annex inmates are prescribed psychotropic drugs each month?

Not available

59. Please provide detailed statistics on the number of inmates prescribed atypical anti-psychotics as a percentage of all inmates who are prescribed psychotropic drugs.

Not available

60. Please provide a list of all medications currently kept as stock medications at the El Paso County Detention Facility and Jail Annex.

No

61. What is the average number of inmates receiving pharmaceutical treatment each month for the following conditions?

a. Hepatitis C

b. HIV/AIDS

No stats for Hep C medications

62. Please provide monthly statistical data for the most recent 24 months for each of the following categories.

a. Number of eyeglasses issued

b. Number of dental prosthetics issued

- c. Number of medical prosthetics issued
- d. Average number of diabetics on oral vs. insulin medications per month
- e. Average number of diabetics per month
- f. Average number of asthmatics per month
- g. Number of infirm days
- h. Average number per month of inmates undergoing dialysis treatments

The Sheriff's Office does not keep these records.

63. Please provide historical health services cost data for the most recent two years, broken out into at least the following categories.

- a. Total pharmaceutical expenditures
- b. Psychotropic pharmaceuticals
- c. Staffing
- d. Laboratory services
- e. Radiology services
- f. Dialysis
- g. HIV/AIDS
- h. Hepatitis C No

64. Please confirm that the County, not the Contractor, will be financially responsible for the following services under the new contract.

- a. Inpatient hospitalization
- b. Outpatient surgeries
- c. Other outpatient referrals
- d. ER visits
- e. Offsite dialysis

f. Offsite diagnostics (lab/x-ray)

g. Ambulance transports

The County

65. For any of the above items that we will be the financial responsibility off the Contractor, please provide two years of utilization and cost data.

Please provide two years of historical data on the average monthly number of claims submitted by community hospitals, physicians, and other practitioners for care provided to inmates in the El Paso County Detention Facility and Jail Annex.

No

66. Please describe the scope/extent of the claims processing services being performed by the incumbent health services vendor under current contract.

None at present

67. Are these claims processing services included in the current contract price?

No

68. Is the current vendor paying claims on behalf of the County? If so, please describe the scope of those services.

No

69. Please provide the relative weights the County of El Paso will assign to each component of the evaluation system.

Best response for qualification will be awarded; no criteria or weights were provided.

70. Please provide the detailed formula the County of El Paso will use to rank the pricing component of each bidder's proposal. We are looking for the formula (or other methodology) that will be used to evaluate, rank,

and assign scoring points to bidders' prices. For example, a formula commonly used in other correctional health care bid evaluations is as follows.

Lowest price of all proposals

_____ x # points possible for Price component = Price Score

Price of proposal being evaluated

How will the County of El Paso assign scores and/or relative ranking to bidders' submitted prices?

See question 70

71. How long does it typically take to receive a CIQ confirmation number from the El Paso County Clerk?

Must defer to County Clerk, Vendor has seven (7) business days to obtain CIQ from date of bid opening.

72. Please confirm that as stated verbally at the bid conference, the County of El Paso is willing to consider alternatives — such as holding a portion of the successful Vendor's payment or establishing a reserve fund — to the performance bond described in the RFQ, as the expense associated with implementing a performance bond as security is exorbitant, and will add unnecessarily to the contract price.

Yes

73. Did the incumbent Contractor provide a performance bond (or other type of surety) under the current contract?

Yes, because it was an RFP. This is a RFQ (request for qualifications)

74. If "yes," please indicate the following information relating to the surety provided by the incumbent Contractor.

a. Method of surety

b. Amount of surety

N/A