



Board of County Commissioners • Escambia County, Florida

Paul R. Nobles/Purchasing Manager
Office of Purchasing

January 16, 2018

To: All Known Prospective Bidders

ADDENDUM NUMBER 1:

Re: PD 17-18.003 Psychiatry Services (with Telemed Option)

All:

We recently sent you an Invitation to Bid on the above-mentioned specification.

The following page(s) of Addendum Number 1 provides for answers to questions submitted in writing.

This Addendum Number 1 is furnished to all known prospective bidders. Please sign and return one copy of this Addendum, with original signature, with your bid as an acknowledgement of your having received same. You may photo copy this form for your records.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeffrey Lovingood", is written over a blue circular stamp. The stamp contains the text "OFFICE OF PURCHASING" and "ESCAMBIA COUNTY, FLORIDA".

Jeffrey Lovingood
Purchasing Specialist

Acknowledgement of Receipt of Addendum:

SIGNED: _____

COMPANY: _____

JDL

Question 1: Will there be multiple awardees

Answer 1: No.

Question 2: May a locum tenens agency bid?

Answer 2: Yes.

Question 3: Are you looking for one provider to provide coverage or can multiple providers deliver services?

Answer 3: As this is not a project with multiple awardees, we are seeking one provider.

Question 4: Will awardess be allowed to opportunity to negotiate the terms of the contract prior to signing?

Answer 4: Given that this is an Invitation to Bid, we are requesting each bidder to provide their best and final offer to the County in a sealed envelope. There will be no negotiation regarding the terms of the agreement.

Question 5: If a firm takes exception to the Terms and Conditions in the Invitation to Bid, should it be noted in our bid?

Answer 5: Firms should consider the Terms and Conditions in the Invitation to Bid as firm and not negotiable.

Question 6: Are there penalties incurred if a firm is unable to fill any of the openings?

Answer 6: Yes, a penalty may be incurred as it is crucial to the successful operation of the facility that a psychiatrist be available. Details regarding any potential penalty will be covered during the pre-solicitation conference.

Question 7: How many hours are anticipated to be on-site versus via Telemed?

Answer 7: This will vary based on the firm's fee. Hours are contingent upon the rate as there is limited funding for this service. Ideally, the County would prefer at least thirty (30) hours of services per week. Whether those hours are delivered in person or via Telemed is open for discussion.

Question 8: Would the County be willing to delete clause(s) regarding potential penalties for not filling a position?

Answer 8: No.

Question 9: What is the estimate for the number of patients a provider would see per day?

Answer 9: This answer varies by provider and length of shift. A previous firm saw approximately 20 initial assessments in a 4-6-hour period. For follow-up appointments, this same firm would see 25-30 patients per 4-6-hour shift. Ideally, the selected firm would average 30-45 minutes for initial assessments and 15-20 minutes for follow-up appointments.

Question 10: Is there an incumbent provider?

Answer 10: Locum Tenens.

Question 11: Are candidates required with the proposal?

Answer 11: No.

Question 12: How much advance notice will a firm receive prior to a service being performed?

Answer 12: The current provider offers services on a set schedule so any new vendor will need to provide a routine service in order to accommodate the needs of the County.

Question 13: Can we propose an addendum to the agreement to incorporate locums-specific language?

Answer 13: Any recommended changes would need to be submitted in writing and approved by the County's legal team.

Question 14: Will the County agree to waive Worker's Compensation Insurance requirements for physicians? Locum Tenens providers are independent contractors and, as such, are not employees. Therefore, this insurance would not be applicable.

Answer 14: No, the County cannot remove the requirement. The County would, however, accept a Certificate of Exemption from the State of Florida or proof of ineligibility. The County's agreement will include language requiring Worker's Compensation coverage (if applicable) and identify the contracting party as an independent contractor (NOT an employee of the County).

Question 15: Please provide a forecast for the number of hours of locum tenens services for the term of the contract.

Answer 15: As noted in Answer 7, estimates for services provided are based on the firm's rate and the department's available budget. The higher the fees, the fewer the hours available.

Question 16: Can you please provide the current incumbent hourly bill rates for the positions being requested in the bid?

Answer 16: The current rate for a Psychiatrist is \$230/hour.

Question 17: Is there a performance bond required for this solicitation?

Answer 17: No.

Question 18: What are the technical specifications for the tele-psychiatry component? Will the provider need their own equipment? Will the provider have access to the County's system?

Answer 18: The County will issue the provider a laptop which will be utilized to connect to the County's network. The providers will not be able to utilize personal equipment to access the County network. This will include access to County email and the EMR.