



CALIFORNIA CORRECTIONAL HEALTH CARE SERVICES

RFP #13-00024

On-Site Dialysis Services at San Quentin State Prison

Bidders Pre-Proposal Conference Notes

Wednesday, November 13, 2013, 1:30 p.m. – 2:30 p.m.

Note: The following notes are summarizations not verbatim quotations.

Background and Purpose:

Specifications of San Quentin (SQ) State Prison On-Site Dialysis Unit:

- Three (3) station unit with each station having the capability of dialyzing up to four (4) patients per day.
- The Stryker dialysis chairs are Symmetry Plus Treatment Recliners with 500lb. weight capacity (actual chairs specifications attached).
- Due to the size of the unit, portable tanks are recommended in place of a permanent Reverse Osmosis (RO) system.
- The unit has a separate room for cleaning chairs and maintenance.

Key Milestones/Timeline:

Implementation of the San Quentin State Prison On-Site Dialysis Unit is scheduled to begin in February 1, 2014, after the contract is awarded.

Please note that the last day to submit questions regarding the RFP13-00024 is Friday, December 6, 2013 (a listing of important dates and deadlines are attached).

Site Visit to San Quentin:

Request for pre-registration must be submitted in writing; authorization to access CDCR Institution is only granted upon obtaining security clearance. The site visit is scheduled for Tuesday, December 3, 2013. We will allow up to 2 individuals from each company to participate in the site-visit. The deadline for pre-registration is Friday, November 15, 2013. Once a prospective bidder sends the names of their proposed attendees, gate clearance forms will be emailed for signature and additional information.



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Open Forum:

Question 1:

What is the status of the current water system in the dialysis unit?

Response 1:

The water system in the dialysis unit is currently not flowing. We recommend looking at this when you come for the site visit.

Question 2:

How many patients will use the SQ unit house for dialysis? The RO system can be configured for greater efficiency depending on number of patients.

Response 2:

CCHCS does not guarantee patient numbers, however, it is anticipated that the selected contractor will be able to provide service for up to eighteen (18) dialysis patients on a routine basis. Exhibit B-1 of the RFP shows the tiered approach for patient numbers. Since there will be up to three shifts per day, the maximum number of possible dialysis patients will be eighteen (18).

Question 3:

In a dialysis unit, we need to have 100 square feet clearances for each chair. Is that feasible at San Quentin?

Response 3:

The square footage existing between the two dialysis chairs in the main room of the suite is 142 square feet

Question 4:

The floor plan shows four sinks in the dialysis room. Are the sinks in the facility for dirty or clean water?

Response 4:

The four (4) sinks existing within the dialysis suite would all be considered "clean" sinks. Disposal of bio liquid or other fluids considered to be of a chemical nature (i.e., Sidex) must be disposed using the bio-waste disposal

Question 5:

Will CCHCS provide accommodation for biohazard waste? There needs to be a designated area for this. Will this be inside or outside the dialysis area?

Response 5:

There is bio-waste disposal and storage located on the 3rd floor, just down the hall from the Dialysis suite.



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Question 6:

What will be the ratio of officers to patients inside the facility?

Response 6:

The final staffing package will be made available to the contractor prior to the anticipated start date.

Question 7:

What will be the schedule for dialysis? Open every day? Monday, Wednesday, Friday?

Response 7:

The dialysis schedule will be based on the number of patients that will be housed at San Quentin; the dialysis schedule will need to be created around those patient numbers.

Question 8:

What will be the acuity of the patients? Do they require special accommodations such as trach support or gurneys? The higher acuity patients, the more skilled nursing support will be required.

Response 8:

The acuity of the patients and patient flow will be made available to the contractor prior to the anticipated start date.

Question 9:

Who will provide the computer system?

Response 9:

The winning bidder is responsible for all personal computers, printers, scanners and Internet Service Provider connection. A list of materials that the winning bidder shall provide can be found on Pages 7 and 8 of the Scope of Work for the RFP.

Question 10:

Q: Who will provide interfaces with CCHCS software system?

Response 10:

The winning bidder will work with CDCR/CCHCS Information Technology Services Division regarding interfacing with CCHCS software system.



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Question 11:

Q: What is the total square footage of the space?

Response 11:

The total square footage of the Dialysis Unit is 698 square feet

Room 3422 – Dialysis Isolation Room

Depth 8' 7" x 12' 2" = 105 square feet

Room 3423 – Main Dialysis Room

Depth 12'2" x 28'7" = 349 square feet

Room 3424 - Office

Depth 8'x12'2" = 98 square feet

Room 3441 – Dialysis Work Room

Depth 13'11" by 10'5" = 146 square feet

Question 12:

The RFP mentions selling the equipment to CCHCS at fair market value. Is this at the end of the contract?

Response 12:

CCHCS will have the option to purchase any or all of the dialysis equipment installed by the Contractor at SQ including the Reverse Osmosis (RO) equipment at fair market value based upon manufacturing industry sales at an amount mutually agreed upon by CCHCS and the Contractor.

Question 13:

Who will provide the Nephrologist?

Response 13:

The Nephrologist will be provided by CDCR/CCHCS. A description of CDCR/CCHCS responsibilities can be found on Pages 11 and 12 of the Scope of Work for the RFP.

Question 14:

Is the Dialysis Unit on the ground floor or the second floor?

Response 14:

The Dialysis Unit is located on the third floor and there are two additional floors above the unit.



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Question 15:

The floor plan for the Dialysis Unit only shows two electrical outlets. Are there any others?

Response 15:

There are eight (8) outlets in the main treatment room (four (4) of which are red plugs on emergency backup system, chair side); the secondary treatment room has four (4) plugs (two (2) of which are red plugs on emergency backup system, chair side) and there are eight (8) plugs in the office.

Question 16:

What happens if a nurse moves or takes time off? Will we need to provide additional paperwork for replacement workers?

Response 16:

Yes, all nurses working onsite will need to go through gate clearance process and orientation.



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ON-SITE DIALYSIS SERVICES AT SAN QUENTIN STATE PRISON

November 13, 2013
1:30 P.M. – 2:30 P.M.

8260 Long Leaf Drive, Elk Grove, CA 95758, Building C-1, Room 101

Conference Call

1-888-363-4735 - Participation Code: 6554753

AGENDA

TOPIC	LEAD
Welcome and Introductions	Sabrina Johnson, Bid Representative
Background and Purpose	
Key Milestones/Timeline	
Site Visit to SQ	
Open Forum	Attendees Participation
Wrap Up & Next Steps	CCHCS Medical Contracts

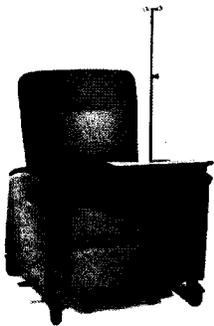
The Stryker

Welcoming Experience

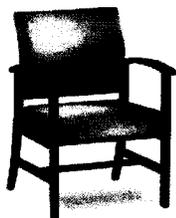


Enhancing the Look of Dialysis Care

Stryker's aesthetically pleasing and easily cleanable designs offer a comfortable experience while also meeting the demanding needs of the clinical environment.



Symmetry® Plus
Treatment Recliner



Symmetry II
Lowback Chair



Tru-Fit® Overbed Table



Bedside Stands

QUALITY CARE, CLINICAL STANDARD

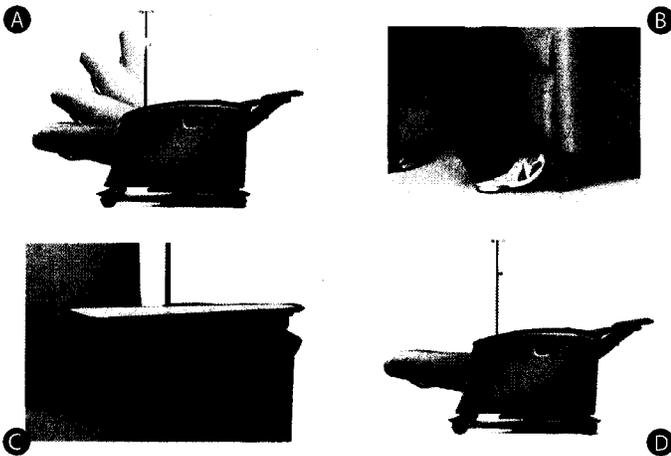
With over 20 years of clinical experience, Stryker furniture provides a higher standard of dialysis care, with functional design, enduring comfort and reliable customer support.

A WELCOMING EXPERIENCE

Stryker's home-like designs offer a more welcoming, comfortable dialysis experience to help attract and retain patients. From the waiting room to the treatment area, Stryker furniture helps enhance the treatment experience for both patients and guests.

CLEANABLE COMFORT

Designed with the harsh clinical environment in mind, Stryker has a wide variety of healthcare grade fabrics finishes available that combine warm aesthetics with uncompromised durability. Seamless upholstery and a removable recliner back also facilitate easy cleaning for years of lasting beauty.



- A INFINITE POSITIONING**
Infinite locking backrest and full flat-bed position
- B STEP-LOCK BRAKE**
Large 4-inch locking casters
- C FOLD-DOWN SIDE TRAY**
Optional dual 360-degree swivel side trays
- D TRENDLENBURG**
Standard BackSmart[®] Trendelenburg position

RECOMMENDED RECLINER CONFIGURATION

STANDARD

- 500 lb. weight capacity
- BackSmart Trendelenburg position
- Full flat-bed position
- Egress-assist polyurethane arm caps
- Posture-correct lumbar and lateral cushioning
- Independent ottoman and backrest
- Removable back
- Pull-out foot tray
- Rigid push bar

OPTIONAL

- Dual 360-degree swivel side trays
- Foley bag hook
- Four-wheel swivel, locking caster
- PVC-free, urethane-based fabrics; softer for longer stays and treated with Agion[®]

EPHOLSTERY

Preview and search Stryker's complete fabric and stain offerings online using the ePholstery studio. Select the color and pattern of your fabrics and try them on your furniture before you buy. Even order free samples! Visit www.stryker.com/epholstery.

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ON-SITE DIALYSIS SERVICES AT SAN QUENTIN STATE PRISON

Key Action Dates

Listed below are the key activities, actions, dates and times by which the activities must be taken or completed for this RFP. If the State finds it necessary to change any of these dates, it will be accomplished via an addendum to the RFP, except that dates with an asterisk (*) will be updated only by notification posted on www.BidSync.com.

Key Activity	Date and Time
Release RFP	November 4, 2013
Bidder's Pre-Proposal Conference	November 13, 2013
Last day to Request Site-Visit for Bidders	November 15, 2013
Site-visit Tours for Bidders	December 3, 2013
Last Day to submit questions for clarification of RFP and have answers provided prior to submittal of Proposal	December 6, 2013 (by 4:00 p.m. PST)
Letter of Intent to Bid	December 9, 2013
*Proposals are due	December 17, 2013 (by 2:00 p.m. PST)
*Evaluation of Proposals Begins	December 18, 2013
*Contract Award	January 6, 2014
*Proposed Start Date of Agreement	February 1, 2014

All dates after the submission of proposals are approximate and may be adjusted as conditions dictate without an addendum.



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**ON-SITE DIALYSIS SERVICES AT SAN QUENTIN STATE PRISON
BD13-00024
Submittal Checklist**

Cover Sheet	Mandatory	See Section 8.1.4.a, Proposal and Bid Format in the RFP and Attachment 1
Executive Summary	Mandatory	See Section 8.1.3.c, Proposal and Bid Format in the RFP
Legal Name	Mandatory	See Section 6.1 on Legal Name in the RFP
Minimum Qualifications	Mandatory	See Section 3, Business Requirements in the RFP and Scope of Work, Exhibit A.
3 Verifiable References	Mandatory	Identify three (3) clients serviced within the past two (2) to five (5) years that can confirm their satisfaction with the Proposer's services and confirm that the Proposer provided timely and effective services or deliverables. If possible, identify clients whose needs were similar in scope and nature to the services sought in this RFP. List the most recent first. Proposer must include the name of the firm, address (street address, city, state and zip code), e-mail address, phone and fax number for each reference.
Vendor Questionnaire	Mandatory	Completion of this form is self-explanatory.
Cost (Price) Sheets and Discount (sealed in separate envelope)	Mandatory	Complete the Cost Proposal form. Include all estimated costs in your all inclusive rate proposal to provide dialysis equipment, supplies, staff and dialysis/ services over the entire contract term, including applicable annual rate adjustments attributable to merit increases, profit margins, and inflation or cost of living adjustments. See Section 7.0, Cost Proposal.
Payee Data Record (STD 204)	Mandatory	Complete and return this form.
Subcontractor/Contractor List	Mandatory	See section 8.1.G.4.1 and f on subcontractors/contractors' requirements in the RFP and Attachment 10
Darfur Contracting Act	Mandatory	Completion of this form is self-explanatory. [Attachment 7]
Iran Contracting Act	Mandatory	Completion of this form is self-explanatory. [Attachment 8]
City/County Business License	Mandatory	Completion of this form is self-explanatory.
Standard Contractor Certification Clauses	Mandatory	Complete and sign this form indicating a willingness and ability to comply with the Contractor Certification Clauses appearing in this Attachment. The attachment supplied in this solicitation represents only a portion of the contractor information in this document. [Attachment 4]
Copy of Commercial General Liability Insurance	Mandatory*	Completion of this form is self-explanatory.
Copy of Professional Liability Insurance	Mandatory*	Completion of this form is self-explanatory.
Copy of Worker's Compensation Insurance	Mandatory*	Completion of this form is self-explanatory.
Letter of Intent	Voluntary	This is a non-binding Letter of Intent whose purpose is to assist CCHCS in determining the staffing needs



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**ON-SITE DIALYSIS SERVICES AT SAN QUENTIN STATE PRISON
BD13-00024
Submittal Checklist**

Letter of Intent	Voluntary	This is a non-binding Letter of Intent whose purpose is to assist CCHCS in determining the staffing needs for the Proposal evaluation process and to improve future procurements.
Request for On-Site Dialysis Tour at SQ	Mandatory**	See Section 1.6, Key Action Dates or visit http://www.cphcs.ca.gov/project_rfp.aspx and www.BidSync.com for date(s).
Statistical Data Form	Voluntary	Completion of this form is self-explanatory. [Attachment 3]
Request to be included on the Mailing List	Voluntary	This is a voluntary request form, which will allow CCHCS to continue to provide your firm with the automatic updates to this RFP
Confidentiality Form – Exhibit 5.2 in RFP	Mandatory	Completion of this form is self-explanatory.

* Submittal of the Certificate of Insurance is mandatory upon award.

**Only mandatory if interested in participating.