

**COUNTY OF IMPERIAL**  
**REQUEST FOR PROPOSAL No. 1001-22**  
**INMATE MEDICAL SERVICES**



Released January 4, 2022

**DUE DATE AND SUBMISSION REQUIREMENTS:**

**One (1) Original, One (1) Electronic copy of Proposal must be received  
by 2:00 P.M. on  
FEBRUARY 8, 2022**

**Point of Contact:**

Debbie Wray  
Purchasing Agent  
1125 W. Main Street, Suite 208  
El Centro, CA 92243  
(442) 265-1865  
[debbiewray@co.imperial.ca.us](mailto:debbiewray@co.imperial.ca.us)

**REQUEST FOR PROPOSALS  
TO PROVIDE HEALTH CARE SERVICES  
IMPERIAL COUNTY SHERIFF'S OFFICE  
IN EL CENTRO, CALIFORNIA**

The Imperial County Sheriff's Office ("Sheriff's Office") requests proposals from qualified contractors for a comprehensive health care delivery system for the Imperial County jail system and the Juvenile Hall in El Centro, California. The approximate current average daily jail population is four hundred thirty (430) male inmates and fifty-five (55) female inmates for a total average daily inmate population of four hundred eighty five (485) inmates. There were approximately two thousand, one hundred and twenty-eight (2,128) new bookings for the calendar year of 2020. The approximate current average daily population for the Juvenile Hall is up to 16 (sixteen) juveniles; up to 25 years of age.

It is the intent of the Sheriff's Office to award a health care contract for a three-(3-)year term beginning June 30, 2022 and ending June 29, 2025. The Sheriff's Office intends to include in the contract a right to extend the term of the contract for up to three (3) additional one- (1- ) year terms.

The Sheriff's Office reserves the right to reject, in whole or in part, any and all proposals received by reason of this Request for Proposal ("RFP"), and may choose not to accept any proposal. The Sheriff's Office will not pay for any information herein requested, nor will Imperial County be responsible for any costs incurred by the vendor. All proposals shall become the property of the Sheriff's Office upon submission.

## **TIMELINE OF EVENTS:**

Request For Proposal Release Date:	January 4, 2022
Contractors Conference: <b>(mandatory)</b>	9:00 a.m. January 18, 2022
Questions Due:	5:00 p.m. January 21, 2022
Answers to Questions Received:	5:00 p.m. January 26, 2022
<b>Proposals Due:</b>	<b>2:00 p.m. February 8, 2022</b>
Award Notification:	TBA
Finalize Contract:	TBA
Commence Services:	June 30, 2022

### **Contractors Conference Information:**

Date: January 18, 2022  
Time: 9:00 a.m.  
Location: Imperial County Sheriff's Office  
Memorial Training Center  
328 West Applestill Rd.  
El Centro, CA 92243

Please call Chief Deputy Thomas Garcia at 442-265-2222 to RSVP for the Contractors Conference. ***The Contractors Conference is mandatory.*** A walk through tour of the jail will follow the conference.

### **Questions concerning this Request for Proposal must be directed to:**

**Debbie Wray, Purchasing Agent**  
**[debbiewray@co.imperial.ca.us](mailto:debbiewray@co.imperial.ca.us)**

Deadline for receiving questions is January 21, 2022. Answers to the questions concerning this Request for Proposal will be posted on the Purchasing Department's website: <https://purchasing.imperialcounty.org/> by January 26, 2022 by 5:00 p.m. It is the responsibility of the proposer to update themselves on any changes to this Request for Proposal.

### **Preparation of Proposal:**

Mail or hand deliver one (1) original, one (1) copy and one (1) electronic copy of your proposal to:

Imperial County Purchasing Department  
Debbie Wray – Purchasing Agent  
1125 West Main St.  
El Centro, CA 92243

Deadline for receiving proposals is **2:00 pm on February 8, 2022**. The outside of the envelope must be clearly marked **“RFP 1001-22 Inmate Medical Services.”** Late submissions will not be accepted and/or reviewed.

All contractors must submit their responses in the form of a “Technical Proposal” and “Price Proposal.” The “Price Proposal” must be submitted in a separate sealed envelope. Both the “Technical Proposal” and separate “Price Proposal” must be clearly labeled.

The selection of a contractor for the contract will be made using the following two- (2-) step process:

1. In order to be initially selected, the contractor must meet the “Minimum Qualifications” as included in the RFP, and their proposal must satisfy both the “Mandatory Requirements for all Proposals” and the “Objectives of the Request for Proposal,” also contained in the RFP.
2. After the conditions outlined in #1 are met, contractors will be ranked according to the “Selection Criteria” included in this RFP. This ranking will be based upon the evaluation of responses in the “Technical Proposal” which are sections one (1), two (2) and three (3) of the **Selection Criteria** section of the RFP.

After proposals have been reviewed and ranked, the “Price Proposal” will be opened and evaluated. Proposals will be evaluated and ranked based upon **Selection Criteria** in the RFP.

Final award will be made to the contractor who meets the above-stated selection process and who, in the sole and exclusive judgment of the County of Imperial, is best able to provide a health care delivery system at the Imperial County jails. The County reserves the right to reject any or all Proposals, or to waive any irregularities or informalities in any Proposal or in the bidding process.

Proposals which do not meet the mandatory requirements will be considered non-compliant and rejected. After the evaluation of the proposals, and the selection of the successful contract entered into, the Selection Committee shall incorporate the Scope of Contract, General Conditions, and Specifications contained herein, as well as agreed modifications contained in the accepted proposal.

Imperial County Sheriff’s Office

By: Raymond Loera  
Sheriff-Coroner-Marshal

## **OBJECTIVES OF THE REQUEST FOR PROPOSAL**

Each response will be evaluated on the ability to meet and comply with the following stated objectives and the proposal must address each objective independently and by number.

1. To deliver high quality health care services that can be audited against established professional medical standards.
2. To operate the health care program in a cost-effective manner with full reporting and accountability to the Corrections Division Commander.
3. To operate the health care program at full staffing and use only licensed, certified and professionally-trained personnel.
4. To implement a written health care plan with clear objectives, policies, procedures and annual evaluation of compliance.
5. To operate the health care program by standards established by the National Commission on Correctional Health Care ("NCCHC") and California Medical Association ("CMA") Title 15, California Administrative Code, Health Insurance Portability and Accountability Act ("HIPAA") and to demonstrate the ability to obtain NCCHC and CMA accreditation within twelve (12) months of contract start-up.
6. To maintain an open and cooperative relationship with the administration and staff of the Sheriff's Office and to Local Public Health Department.
7. To provide a comprehensive program for continuing staff education to the Corrections Division.
8. To maintain complete and accurate records of care according to appropriate health care standards in the industry, and to collect and analyze health statistics on a regular basis and to report to Sheriff's Office and/or Local Public Health Department.
9. To operate the health care program in a humane manner with respect to the inmate's right to basic health care services.
10. To provide for a fair and objective evaluation of proposals that will result in a mutually satisfactory contract between the successful contractor and the Sheriff's Office.

11. To provide and implement proper protocols for all Pandemic type events that may occur.

## MINIMUM QUALIFICATIONS

County of Imperial requires that the contractors must meet the following minimum qualifications and they shall be addressed in numeric order in a separate proposal section. Failure to meet each of these qualifications will result in the contractor's disqualification.

1. The contractor must be an entity for the primary purpose of providing health care services.
2. The contractor must carry the following types and monetary amounts of insurance:
  - A. Contractual Liability Insurance--\$5 million.
  - B. Medical Malpractice Insurance—\$5 million.
  - C. Workers Compensation: Statutory requirements-Employers Liability Insurance--\$1 million minimum.
  - D. Auto Insurance--\$1 million minimum.
  - E. If "claims made" is provided, continuing insurance coverage ("tail") of at least five (5) years must be in force.
  - F. Directors and Officers insurance--\$ 1 million minimum.
  - G. Errors and Omissions insurance--\$1 million minimum.
3. The contractor must demonstrate its ability to provide a health care system specifically for the Imperial County jails. It must demonstrate that it has the ability to put into place a correctional health care program for the Imperial County jails within thirty (30) days, that it has a proven system of recruiting staff and that it has an adequate support staff in its central office capable of competently supervising and monitoring its operation for the Imperial County jails. All proposals will be evaluated regarding the ability to administer correctional health care programs.
4. The contractor may submit separate bids based on the following two options:

### **Option 1.**

Contractor will provide health care for each inmate/youth without any cost limit.

### **Option 2.**

Contractor will provide health care for each inmate/youth for a total cost limit of thirty thousand dollars (\$30,000).

## MANDATORY REQUIREMENTS FOR ALL PROPOSERS

Proposals do need not be in any particular form but they must contain the following information:

1. Proposal must contain sufficient information concerning the Inmate Health Care Program for the Sheriff's Office to evaluate whether or not the contractor meets "Minimum Qualifications for All Contractors." Proposals must contain the job description of the individual who will be the on-site Program Administrator.
2. Proposal must demonstrate that the contractor has the willingness and ability to comply with the attached Scope of Contract, Specifications and General Conditions, in particular, the **Standards for Health Services in Jails**, (2007 Edition), developed by the American Medical Association ("AMA") and adopted by the established NCCHC.
3.
  - a. Proposals must list all institutions where contractor is currently providing medical care. The list must contain institution name, address and the program administrator along with the length of time that each contract has been in effect.
  - b. Proposals must list all institutions where contractor has obtained an accreditation of the National Commission on Correctional Health Care, California Medical Association or other recognized body (i.e., JACHO, Aca, etc.) by name, address, and program administrator.
4. Proposal must contain a letter of intent from an insurance company authorized to do business in the State of California which states its willingness to insure the contractor pursuant to the terms of this contract.
5. Proposal must contain a full and complete staffing and organization chart and explain how medical care for inmates at the Imperial County jails will be delivered. At a minimum, proposed policies and procedures for the areas listed in Condition G of the "**Contract Conditions**" shall be specifically stated; sample Receiving, Screening and Comprehensive Health Assessment Forms shall be provided, as well as the actual "Table of Contents" from the Health Care Policies and Procedures Manual of the Vendor.



**MINIMUM STAFFING REQUIREMENTS; Additionally 4 hours of nursing services, five days per week, will be provided to Juvenile Hall.**

6. Contractor must submit Financial Statements or Annual Reports for the previous two (2) years. Each contractor must demonstrate minimum revenues of \$5,000,000 for the previous year and a corporate net worth of \$1,000,000 confirmed by an independent audit.
7. All proposals must contain a specific price per month for a population of 863 inmates, which is the maximum rated capacity of the jail system as well as a price per month for a population of 400 inmates, which is the average daily population, for all medical care rendered under this contract. If the contractor wishes to state one price per month for the first year of the contract and another for the subsequent years, that is acceptable. Any other exceptions to the specific price per month shall be stated, such as per diem charge for an increase in average daily population, if the contract is based on the cost for providing medical services for 400 inmates. Additionally, a daily population of up to 16 youth, up to 25 years of age, in Juvenile Hall will be included.
  - a) Increase in population will be the combined average daily population on a quarterly basis greater than four hundred eighty-five (485) for adult inmates and twenty (20) for Juvenile wards. This average will be calculated each quarter, based upon the prior three-month average daily population totals. The amount of the adjustment shall be per day for each adult inmate in excess of a combined adult population total of four hundred eighty-five (485) inmates on a quarterly average, and per day for each juvenile ward in excess of a combined juvenile population total of twenty juvenile wards.
  - b) Decrease in population will be the combined average daily population on a quarterly basis less than four hundred eighty-five (485) for adults and twenty (20) for juvenile wards. This average will be calculated each quarter, based upon the prior three-months average daily population totals. The amount of the adjustment shall be per day for each adult inmate less than a combined adult population total of four hundred eighty-five (485) inmates on a quarterly average and twenty (20) juvenile wards.

8. The contractor must provide a performance bond of twenty-five (25) percent of the first year contract amount within fourteen (14) working days from final contract. The surety company must be licensed in the State of California. The selected contractor must maintain a performance bond in the amounts stated for the duration of the contract. Public agencies are not required to meet bonding requirements.
9. The contractor must be in agreement to be bound by the attached contract if awarded the contract to provide medical services.

## **SCOPE OF CONTRACT**

Contractor shall be the sole supplier and/or coordinator of the health care delivery system at the Imperial County jails and the Juvenile Hall. Contractor shall be responsible for all medical care of all inmates at the Imperial County jails and youths located in the Juvenile Hall. The term “medical care” shall also include both “psychiatric and psychological care” as well as “dental care.” This responsibility of Contractor for the medical care of an inmate commences with the commitment of the inmate/youth to the custody of the Corrections Commander of the Imperial County jails or to the supervision of the Juvenile Hall and ends with the release of the inmate from the jail or the release of the juvenile from custody.

## **SPECIFICATIONS**

- A. Health care services must be provided in compliance with the standards of the CMA and the Standards for Health Services in Jails, (2007 Edition), developed by the AMA and adopted by the established NCCHC. More specially, the services provided must meet the CMA and NCCHC Standards to the extent required. Contractor will be familiar with and follow all appropriate guidelines for any currently active pandemic.
- B. Contractor must recruit, interview, hire, train and supervise all health care staff, and such health care staff must be adequate to meet all conditions and specifications of this contract. All medical staff providing services under this contract must be licensed to practice in the State of California. At a minimum, a full time, on-site Program Administrator shall be provided who shall have general responsibility for the successful delivery of health care for the Imperial County jails, pursuant to this solicitation and final contract.
- C. Contractor shall aid in the performance of a Pre-Entry Health Screening on all inmates at time of booking into to the Imperial County jails as well as shall perform a Pre-entry Health Screening on all new commitments, at the request of the custody receiving officer, upon arrival to the Regional Adult Detention Facility (or to the Juvenile Hall) and before the inmate enters the housing area of the facility. Such screening shall be conducted by trained custody staff, assisted by a qualified medical professional as necessary.

At a minimum, the Receiving Screening shall include:

- 1. Documentation of current illnesses and health problems, including medications taken, and special health requirement.

2. Behavior observations, including state of consciousness, mental status and whether the inmate is under the influence of alcohol and or drugs.
  3. Notation of body deformities, trauma markings, bruises, mobility impairments or physical limitations, significant hearing or visual impairments, such as to affect custody consideration. Notation of developmental disability or intellectual impairment.
  4. Conditions of skin and body orifices, including infestations.
  5. A standard form will be used for purposes of recording the information of the Pre-Entry Health Screening and will be included in the health record of the inmate.
  6. Referral of the inmate for special housing, emergency health services, or additional medical specialties will be made as appropriate.
- D. Contractor shall perform a comprehensive Health Assessment on any inmate/youth within fourteen ninety-six (96) hours of the arrival of the inmate at the Imperial County jails or the Juvenile Hall, or any such time period if this time period ninety-six (96) hours, is shortened by change of law or court order. Contractor shall abide by such change of law or court order. Such assessment shall be performed by a qualified medical professional.

At a minimum, the comprehensive Health Assessment shall include:

1. Review of the Pre-Entry Health Screening results by the responsible physician.
2. Additional data necessary to complete a standard history and physical.
3. Tuberculosis and venereal disease testing.
4. Screening test for pregnancy, tuberculosis and venereal disease as well as urinalysis will be performed, as clinically indicated. Testing for Human Immunodeficiency Virus (HIV) shall be offered with informed consent. Screening tests for any current Pandemic type illnesses will also be performed.
5. Additional lab work as directed by the physician for particular medical or health problems.
6. Additional tests as required, based on the original screening tests.

7. Height, weight, pulses, blood pressure and temperature.
  8. The health assessment for females will also include an inquiry about menstrual cycle and unusual bleeding, the current use of contraceptive medications, the presence of an IUD, breast masses and nipple discharge and possible pregnancy.
  9. Assessment for possibility of significant mental health difficulties.
  10. Any abnormal results of the health assessment shall be reviewed by a physician for appropriate disposition.
  11. Federal inmates are booked and housed in the Imperial County jails. All federal inmates must be administered a PPD skin test for tuberculosis at the time of housing and must have a chest x-ray (if necessary) the following day after the PPD skin test is read. Contractor will be responsible for providing x-rays to all inmates (both County and Federal inmates) as needed. All federal inmates will be screened for any currently active pandemic type illnesses.
- E. Contractor shall perform a Mental Health Evaluation of any inmate/youth whose behavior, history or screening suggests a significant mental health problem no later than ninety-six (96) hours after admission to the Imperial County jails, except as otherwise provided in paragraph D, above. The evaluation shall be performed by a qualified health professional. Appropriate care and treatment shall be provided.
- F. Contractor shall identify the need, schedule, coordinate and pay for all medical treatment. Contractor shall be responsible for all medical treatment rendered to inmates/youth inside or outside the Imperial County jails and to youths in the Juvenile Hall. Contractor is responsible for obtaining approval for non-emergency medical treatment outside of the jail for both State Parole inmates and Federal inmates. Approval must be obtained from either the State Parole Officer responsible for the inmate or from the Federal agency responsible for the Federal inmate.
- G. Contractor shall identify the need, schedule, coordinate and pay for any inpatient hospitalization of any inmate of the Imperial County jails or youth in the Juvenile Hall. This shall include all institutional charges, physician charges and any and all additional charges. This also includes responsibility for making emergency arrangements for ambulance service (both by motor vehicle and by air service), to an inpatient facility and reimbursement to the ambulance provider for the services provided.

- H. Contractor shall identify the need, schedule, coordinate and pay for all physician services rendered to inmates inside or outside the Imperial County jails and the Juvenile Hall. All inmate requests for medical services shall be evaluated by Contractor within twenty-four (24) hours of submission. Provisions for the prompt identification of potential medical emergencies (triage system) shall be established and maintained. On-site sick call shall be conducted by a physician or mid-level practitioner at a minimum of five (5) days a week. There shall be an “on-call” physician available twenty-four (24) hours a day, seven (7) days a week. Juvenile Hall will receive four (4) hours a day of on-site services Monday through Friday and the ability to contact an “on-call physician” as indicated above.
- I. Contractor shall identify the need, schedule, co-ordinate and pay for all supporting diagnostic examinations, both inside and outside the Imperial County jails and Juvenile Hall. Contractor shall also provide and pay for all laboratory services as needed.
- J. Contractor shall provide the necessary follow-up for health problems of in custody inmates/youths in juvenile hall identified by any of the screening tests or laboratory tests. This would include inpatient hospitalization, appropriate monitoring and prescription of appropriate medications, consultations with specialty physicians, etc.
- K. Contractor shall identify the need, schedule, co-ordinate and pay for psychiatric, psychological and counseling services rendered to inmates/youths inside the Imperial County jails/Juvenile Hall.
- L. Contractor shall provide the dental program for the entire inmate/youth population. The program shall provide for basic emergency dental services (including extractions) and temporary fillings. Emergency dental services shall be available on a twenty-four (24) hour a day basis. Dental screening shall be given to all inmates within fourteen (14) calendar days of his or her admission to the Imperial County jails, unless a shorter time is required by law or court order. A dental screening shall include charting decayed, missing and filled teeth and taking a dental history of the inmate; a dental record shall be maintained as part of the medical record of the inmate. Within ninety (90) calendar days of admission, unless a shorter time is required by law or court order, a dental examination shall be performed by a dentist. An annual dental examination shall be performed on each sentenced inmate.
- M. Contractor shall evaluate the medication needs and prescribe the appropriate medication for each inmate/youth. Said responsibilities shall include, but are not limited to, the following: fill prescriptions, dispense medications and conduct the necessary record keeping.

Contractor shall be responsible for the costs of all drugs administered. Contractor shall be responsible for the costs of AZT medication and will be responsible for the reimbursement of the costs of AZT medication, or any other type of HIV/AIDS medication.

The system shall include prescription medications and over-the-counter medications. All prescription medications shall be prescribed by the responsible physician or psychiatrist and shall be administered and dispensed by a licensed nurse. All controlled substances, syringes, needles and surgical instruments will be stored under security conditions acceptable to the Sheriff's Office/Juvenile Hall.

Contractor shall also develop and implement a suitable procedure for providing medications to inmates/youths that are released from custody in order to be in compliance with the "Wakefield Decision"-continuity of care.

- N. Contractors shall provide a medical detoxification program for drug- and/or alcohol-addicted inmates/youths, which shall be administered only on the Imperial County jails property.
- O. Contractor shall provide and pay for all equipment and supplies used in the health care delivery system administered under this contract.
- P. Contractor shall maintain and store complete and accurate medical and dental records separate from the Imperial County Corrections Bureau confinement records of the inmate. In any criminal or civil litigation where the physical or mental condition of an inmate is at issue, Contractor will provide the Corrections Commander of the Imperial County jails with access to such records and, upon proper request, provide copies consistent with patient confidentiality. All procedures used by contractor to maintain and store medical and dental records shall be Health Insurance Portability and Accuracy Act of 1996 (HIPAA) compliant.
- Q. Contractor shall provide a consultation service to the Sheriff's Office on any and all aspects of the health care delivery system at the Imperial County jails including evaluation and recommendations concerning new programs, architectural plans, staffing patterns for new facilities, alternate pharmaceutical and other systems, and on any other matter relating to this contract upon which the Imperial County Jails seeks the advice and counsel of Vendor.
- R. Contractor shall provide the same services indicated in the foregoing sections to the Juvenile Hall population of youths. Juvenile Hall will receive four (4) hours a day of onsite nursing services each Monday through Friday onsite.

- S. Contractor shall fully cooperate with Public Health and/or any other County Department monitoring Contractor's work in a timely manner.

### **CONTRACT CONDITIONS**

- A. The duration of this contract shall be from June 30, 2022 through June 29, 2025. Thereafter, this contract may be extended for three (3) additional one- (1-) year terms, at the mutual agreement of the parties.
- B. The health care delivery system must conform to State standards for medical services provided in correctional institutions as established by the Corrections Standards Authority or other appropriate State authority as well as standards established by the CMA. The system must also conform to the Standards for Health Services in Jails, developed by the AMA and adopted by the established NCCHC. Contractor must comply with standards in HIPAA. Generally, health care at the Imperial County jails should be equivalent to that available in the community.
- C. Contractor shall use the Medical Housing Unit at the Imperial County Regional Adult Detention Facility whenever possible and whenever appropriate in the performance of the duties under the contract. Contractor shall be required to examine and treat any inmate in segregation or otherwise unable to attend sick call in the cell of said inmate. Contractor shall be required to render emergency care at any location on Imperial County Jails property.
- D. Contractor shall have no responsibility for security at the Imperial County jails or for the custody of any inmate at any time. Security of inmates will be the responsibility of the Sheriff's Office. Contractor shall have sole responsibility in all matters of medical, mental health and dental judgement. Contractor shall have primary, but not exclusive, responsibility for the identification, care and treatment of inmates requiring medical care and who are "security risks" or who present a danger to themselves and others. On these matters of mutual concern, the Corrections Division Commander and his staff shall support, assist and cooperate with Vendor, and Contractor shall support, assist and cooperate with the Corrections Division Commander, whose decision in any non-medical matter shall be final. All decisions involving the exercise of medical, mental health or dental judgement are still the responsibility of Vendor.
- E. Contractor shall indemnify and hold harmless the County of Imperial and its agents, servants and/or employees from all claims, actions, lawsuits, damages, judgments or liabilities arising out of the health care delivery system at the Imperial County jails.



- F. Contractor shall have general and professional liability insurance coverage with limits of \$5,000,000 per occurrence. This insurance shall specifically cover the services provided under this contract. Failure to maintain such insurance shall be grounds for immediate termination of this contract. Complete copies of certificates of insurance for all required coverages including additional insured endorsements and 30-day notice of cancellation clause endorsements shall be attached hereto as Exhibit C and incorporated herein.
- G. Policies and procedures of Contractor relating to medical care shall be established and implemented solely by Vendor. In areas which impact upon the security and general administration of the Imperial County jails, the policies and procedures of Contractor are subject to review and approval of the Sheriff's Office. Those areas that are subject to review and approval of the Sheriff's Office are as follows:
1. Drug and syringe security.
  2. Alcohol and drug medical detoxification.
  3. Identification, care and treatment of inmates with special medical needs, including but not limited to, individuals with hepatitis, epilepsy, physical handicaps, those infected with the HIV virus, and those with any other disease that can be sexually transmitted.
  4. Suicide prevention.
  5. The use of physical restraints.
  6. Identification, care and treatment of individuals suffering from any mental illness, disease or injury, including, but not limited to, those inmates presenting a danger to themselves and others.

The Sheriff's Office retains the right to review and approve Vendor's policies and procedures.

- H. Neither the obligations nor the rights of Contractor under this contract may be assigned by Contractor without the express written consent of County, whose consent shall not be unreasonably withheld.
- I. Contractor may seek reimbursement for services rendered under this contract from an available third (3<sup>rd</sup>) party. Contractor shall identify the availability of inmate medical insurance and to the extent legally permissible, if the insurance proceeds are collectible, bill for same so long as it is cost effective. Seventy-five percent (75%) of any proceeds received will be the property of County and may be used to offset their costs for the provision of these services; twenty-five percent (25%) of any proceeds will be returned to Contractor as a billing incentive.

However, reimbursement for medical care for Federal inmates and State Parole inmates will not be the responsibility of Vendor. The responsibility of obtaining reimbursement costs for medical care of

Federal inmates and State Parole inmates will be the responsibility of the Corrections Division. Contractor must provide to the Corrections Administration Division Account Clerk III medical billings of State Parole inmates within five (5) months of the time of medical service.

## **SELECTION CRITERIA**

Each proposal will be evaluated in the following five (5) categories. The total maximum rating is **100 POINTS**.

1. **CORPORATE EXPERIENCE.** Each contractor will be evaluated in four (4) primary areas:

a. Experience in the delivery of health care. Corporate experience (not individual) must be demonstrated which meets RFP qualifications for any points to be awarded.

**VALUE = 5 POINTS**

b. Experience in providing Correctional Health care programs in facilities with inmate populations exceeding four hundred (400) inmates.

**VALUE = 5 POINTS**

c. Experience in obtaining and maintaining appropriate professional accreditation. Proposing organization must demonstrate having obtained professional accreditation, not individuals with prior experience with other organizations.

**VALUE = 5 POINTS**

d. Experience in obtaining appropriate staffing options and/or the ability to attract appropriate staffing; when needed.

**VALUE = 5 POINTS**

**TOTAL VALUE = 20 POINTS**

2. **REFERENCES.** References will be contacted and rated based upon their satisfaction of services provided. The contractor must submit a minimum of six (6) references of existing contracts.

a. Had contractor for one (1) full year of demonstrated satisfactory service at their facility or system.

**VALUE = 10 POINTS**

b. Have renewed or extended their original contract with the contractor beyond the initial term and conditions of contract.

**VALUE = 10 POINTS**

**TOTAL VALUE = 20 POINTS**

3. **QUALITY OF RESPONSE.** Each proposal will be carefully evaluated to determine the following:

- a. The vendor's understanding of the project requirements.  
**VALUE = 10 POINTS**
- b. The vendor's ability to clearly describe how the proposed program will meet the qualifications required and project objectives. Strength of staffing pattern will be evaluated in this section.  
**VALUE = 10 POINTS**

**TOTAL VALUE = 20 POINTS**

4. **CORPORATE CAPABILITY.** Each proposal will be evaluated carefully in the following areas:

- a. Financial stability as determined by review of the audited financial results of the previous year operations. Each contractor (not parent company) must submit the audited financials for the previous two (2) years as well as most current year-to-date unaudited results. Each contractor must demonstrate minimum revenues of five million dollars (\$5,000,000) for the previous twelve (12) months and a net worth of at least one million dollars (\$1,000,000).  
**VALUE = 10 POINTS**

- b. Ability to start-up and manage the proposed program. The contractor must prove its ability to start-up the program in the required time as outlined in the RFP. The contractor must demonstrate the specific organization staff and structure, as well as outline the specific phasing in their proposal to accomplish start-up and continuing management of the proposed program.  
**VALUE = 10 POINTS**

**TOTAL VALUE = 20 POINTS**

5. **PRICE.** All proposals will be rated from the common reference point of a total dollar figure for delivery of a complete health care program for each year and the total contract period. Specific reference will be made to the following areas:

- a. Price based on an inmate population of four hundred eighty-five (485) average daily population, and a price for an inmate population of six hundred twenty-two (622) and up to sixteen (16) youth in juvenile hall.  
**VALUE = 10 POINTS**
- b. A per diem price per inmate when the inmate population exceeds four hundred eighty-five (485) inmates.  
**VALUE = 10 POINTS**

**Bids are to be submitted based on two options:**

1. Contractor will provide health care for each inmate/youth without any cost limit.
2. Contractor will provide health care for each inmate for a total cost limit of thirty thousand dollars (\$30,000).

**TOTAL VALUE = 20 POINTS**

# **Exhibit A**

## **(Staffing Matrix)**

# **Exhibit B**

## **(Sample Agreement)**