



STATE OF DELAWARE  
DEPARTMENT OF CORRECTION  
BUREAU OF MANAGEMENT SERVICES / PURCHASING  
245 MCKEE ROAD  
DOVER, DELAWARE 19904

TO: ALL OFFERERS

FROM: PURCHASING SERVICES ADMINISTRATOR

SUBJECT: RESPONSES TO RFP QUESTIONS FOR PROPOSAL NO.:  
DOC1426-HEALTH, Correctional Health Care Services

**ADDENDUM #3 – AUGUST 23, 2013**

DE Department of Correction submits the following Consolidated Response to questions submitted between August 16<sup>th</sup> through August 22<sup>nd</sup>. All other terms and conditions of the RFP remain unchanged.

**QUESTION #1**

Section: N/A

Paragraph: N/A

Page: N/A

**Question:** Are there any minority or veteran requirements associated with the Department of Correction Professional Services Request for Proposal Correctional Health Care Services Contract DOC1426-HEALTH?

**Answer: No.**

**QUESTION #2**

Section: Multiple – Relating to Experience Requirements

Paragraph: Multiple

Page: Multiple

**Question:** Will the Department allow the experience of the parent companies of a newly formed entity to satisfy the experience requirements outlined in the RFP?

**Answer: No. The Vendor submitting the bid must satisfy the experience requirements. The experience of companies merged into a Vendor cannot satisfy the Vendor's experience requirements. If a Vendor has reorganized or restructured itself (i.e., still remains the same entity) in the last three years, the Vendor must discuss that impact on the services it proposes pursuant to the RFP.**

**Question:** Will the Department clarify if the minimum number of years of experience serving correctional populations is three years?

**Answer: As noted in the RFP, lines 1772-1773, "Vendors must demonstrate that they have had at least 3 years' experience in correctional health care" or the Vendor must have "3 years' experience in medical, dental, pharmaceutical, Medical Specialty Consultation, Woman's health care and utilization in Delaware."**

**Question:** Will the Department clarify and affirm the mandatory experience requirements by issuing a single statement of the mandatory experience requirements?

**Answer:** **The mandatory experience requirements are clearly stated in Section IV of the RFP.**

QUESTION #3

Section: N/A

Paragraph: N/A

Page: N/A

**Question:** Addendum #2 states that a maximum of two people from each company can attend the pre-bid meeting and tours. Does this mean the same two people for both, or can we have different attendees for the meeting and then the tours?

**Answer:** **The pre-bid meeting will occur AFTER the tours, at which time there will be a question and answer period. It would be necessary for the same two people to attend both. Attendees will be riding together in DOC provided van transportation and driven by the DOC to all site tours, there will not be a way for anyone to return to their personal vehicle between the last tour and mandatory pre-bid; therefore, the same two people must attend both.**

QUESTION #4

Section: N/A

Paragraph: N/A

Page: N/A

**Question:** Addendum #2 states that a maximum of two people from each company can attend the pre-bid meeting and tours. Are more than 2 people from a company permitted at the pre-bid meeting?

**Answer:** **No. The pre-bid meeting will occur immediately after facility tours on day 2.**

QUESTION #5

Section: N/A

Paragraph: N/A

Page: N/A

**Question:** With regards to the pre-bid meeting on September 4 and 5, 2013, we understand the requirement that only one representative of our company may attend. However, due to a potential scheduling conflict, can this person be a different representative each of the two days?

**Answer:** **A maximum of two (2) individuals are permitted to attend the facility tours and pre-bid meeting.**

QUESTION #6

Section: Addendum #1

Paragraph: 2

Page: 1

Text of Passage being questioned: **“Page 40, Item D. RFP designated Contact is hereby amended to remove James C. Welch’s name and email address as the designated contact. All correspondence – including letters of intent and RFP questions should be directed to: Bureau of Correctional Health Care Services at [DOC\\_MedicalMail@state.de.us](mailto:DOC_MedicalMail@state.de.us). Only original bid proposals should be addressed to James C. Welch, RN, HNB-BC, Department of Correction, 245 McKee Road, Dover, DE 19904.”**

**Question:** : Please provide the name and mailing address to which the original letter of intent and RFP questions should be addressed to if not James C. Welch.

**Answer:** **As stated in the original response (quoted above) the name would be Bureau of Correctional Health Care Services. The address would remain Department of Correction, 245 McKee Road, Dover, DE 19904.**