



STATE OF DELAWARE
DEPARTMENT OF CORRECTION
245 MCKEE ROAD
DOVER, DELAWARE 19904

TO: All Offerors

FROM: Craig Fetzer
Purchasing Services Administrator

SUBJECT: Addendum to Professional Services Request for Proposal (RFP)
Contract No. DOC20026-HEALTHCARE

ADDENDUM #4 – December 18, 2019

Addendum #4 includes additional questions and answers submitted on December 5, 2019.

Referencing RFP Document:

Section: V

Sub Section: 8.j.

Page number: 21

Text of passage being questioned: "Contractors awarded contracts are required to furnish a 100% Performance Bond to the State of Delaware for the benefit of the Delaware Department of Correction with surety in the amount of 100% of the specific award."

Question: The performance bond form that was provided as Attachment 11 is for the duration of the contract, not one year. Can our surety's standard annual bond form be used instead?

Answer: The performance bond shall be based on the annual amount of for each contract year and shall be renewed annually during the contract term. The performance bond shall be executed using Attachment 11.

Section: V

Sub Section: 8.m.

Page number: 22

Text of passage being questioned: "The State of Delaware may require holdback of contract monies until acceptable performance is demonstrated (as much as 25%)."

Question: As there are separately identified liquidated damages in Appendix B, Section H, does the DDOC intend to holdback funds in excess of those specifically related to those liquidated damages?

Answer: Withholding of contract monies based on performance review is a separate remedy available to the DDOC, apart from liquidated damages.

Referencing Appendix B - Scope of Work and Technical Requirements:

Section: II

Subsection: B

Paragraph: Table 1

Page number: 58

Text of passage being questioned: “Medication Administration, DDOC Policy D-02 Medication Services”

Question: Which discipline(s) conducts med passes (e.g., CMT, LPN, RN, etc.)?

Answer: RN and LPN.

Question: How many med carts are utilized per med pass at each facility?

Answer: HRYCI – 4, BWCI – 3, JTVCC – 12, SCI – 7, and all level 4 sites have one each.

Question: How long does the average med pass take to complete at each facility?

Answer: Varies, depending on multiple factors.

Question: Do any facilities have a Keep-on-Person (KOP) program? If so, which ones and which medications are included in the KOP program?

Answer: Yes, all facilities have KOP program. No controlled substances are allowed as KOP. Refer to DDOC policy D-01 and D-02 for information on medication services.

Section: II

Subsection: B

Paragraph: Table 1

Page number: 59

Text of passage being questioned: “Hospice and end of life care, DDOC Policy F-07 Care for the Terminally Ill”

Question: Is hospice care being provided? By whom? At what facilities?

Answer: Yes, hospice care is currently provided by the current healthcare vendor at JTVCC although may be expanded depending on need.

Section: II

Sub Section: B.10.

Page number: 64-65

Text of passage being questioned: “Medication Assisted Treatment (MAT) – entire section”

Question: Describe the current MAT program. Is methadone provided on site or off site?

Answer: All FDA approved medications for MAT are available onsite.

Question: Is methadone provided to any patients other than pregnant females? If so, at what facilities?

Answer: Yes, medication chosen is at the discretion of prescribing provider. All FDA approved medications are available at all sites.

Question: Who is the local methadone provider?

Answer: There are several OTP in DE. Vendor is encouraged to do their due diligence to decide on whom to work with.

Question: If the medical subcontractor offers to provide onsite MAT programming, who is responsible for the cost of medications?

Answer: DDOC is responsible for the cost of all onsite medications including MAT.

Section: II

Sub Section: B.12.

Page number: 65-66

Text of passage being questioned: "HIV and Hepatitis C surveillance and treatment – entire section"

Question: Recent changes in Hepatitis C treatment protocols have created significant unpredictability in the cost of this treatment. Would the State be willing to either:

- a. Apply a specified annual limit to the Contractor's financial responsibility for the cost of Hepatitis C treatment, or
- b. Allow the Contractor to pass through to the State the actual costs associated with Hepatitis C treatment (i.e., carve out)?

Answer: Vendor is not responsible for the cost of Hepatitis C medications. Medications are purchased through a different contracted vendor Independent from the healthcare Vendor. Vendor is responsible for Hepatitis C testing and for securing the providers to treat, not for the medicine cost.

Section: II

Sub Section: B.14.

Page number: 67

Text of passage being questioned: "The DDOC has 4 infirmaries located in HRYCI, SCI, BWCI, and JTVCC with a total complement of 91 infirmary beds: HYRCI (30 beds); BWCI (7); JTVCC (44) and SCI (10 beds)."

Question: Please confirm the numbers of infirmary beds available per facility. Are any of the infirmaries licensed and, if so, by what licensing body?

Answer: DDOC confirms the number of infirmary beds above. None of the infirmaries are licensed.

Section: II

Sub Section: H.2.

Page number: 86

Text of passage being questioned: "Liquidated damages shall be imposed for statewide and facility positions left unfilled for greater than 30 calendar days or for more than 45 days in a 3 month period."

Question: Please clarify whether the 30-day threshold is consecutive while the 45-day threshold is total number of days within a 3-month period?

Answer: The 30 calendar days are consecutive and the 45 days are cumulative in a 3 month period.

Referencing Addendum 1 – Correctional Healthcare Services Data

Question: Please provide the percentage of the population identified with HIV upon intake for the last 3 years by category (Detainee, Inmate).

Answer: Refer to appendix F available at <https://bids.delaware.gov>

Question: For the number of patients on dialysis in the Correction Healthcare Services Data, does this identify new patients on dialysis treatment during the year? Are there additional patients receiving dialysis not presented on this report?

Answer: Refer to appendix F available at <https://bids.delaware.gov>

Question: Are the average number of transfers received in addition to the average number of receiving screens on intake?

Answer: Yes.

Question: What percentage of patients, on average, opts out of Hepatitis C and HIV testing/screening?

Answer: Unknown.

General Questions:

Question: What is the transgender population?

Answer: Currently 24 but can range between 20 and 30.

Question: Please provide the number of completed suicides in the past two (2) years per facility?

Answer: 2018 – two suicides (one at JTVCC and one at HRYCI)
2019 – one suicide at SCI

Question: Please provide the number of episodes of suicide watch per month in the past two (2) years per facility.

Answer:

		Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18
Total # of PCO placements	BWCI	40	36	46	45	31	44	45	36	34	23	44	41
	HRYCI	56	84	55	71	75	76	68	89	72	76	81	77
	JTVCC	43	59	66	51	73	77	51	63	69	43	32	22
	SCI	24	31	31	33	23	15	16	24	19	15	32	18

		Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Avg
Total # of	BWCI	30	35	24	25	27	34	27	28	31	33	19	21	33.29
PCO placements	HRYCI	78	67	57	46	69	64	71	64	70	65	68	55	68.92
	JTVCC	17	30	24	33	30	26	22	35	26	39	41	23	41.46
	SCI	27	34	26	21	18	31	30	35	35	42	40	46	27.75

Question: Are there specific cost forms to be submitted with the proposal? Appendix C is staffing only?

Answer: Refer to appendix E available at <https://bids.delaware.gov>