



*Delaware Health  
And Social Services*

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**DIVISION OF MANAGEMENT SERVICES**

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PROCUREMENT

DATE: May 18, 2011

HSS 11 064

OPERATION OF A SCHOOL-BASED HEALTH CENTER FOR ADOLESCENTS IN  
APPOQUINIMINK SCHOOL DISTRICT

FOR

DIVISION OF PUBLIC HEALTH

Date Due: June 15, 2011  
12:00PM

ADDENDUM # 2

Please Note:

THE ATTACHED SHEETS HEREBY BECOME A PART OF  
THE ABOVE MENTIONED BID.

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**RFP HSS 11 064**  
**OPERATION OF A SCHOOL-BASED CENTER FOR ADOLESCENTS IN**  
**APPOQUINIMINK SCHOOL DISTRICT**  
**Questions and Answers**  
**Pre-bid Meeting May 5, 2011**

**Question 1: Will the equipment that is presently at Appoquinimink remain on-site when the present vendor leaves?**

**Response:** Yes, the exam tables with stools, scales, eye and ear equipment along with some file cabinets and desk will remain at Appoquinimink once the present vendor leaves. Please note that the furniture that will remain behind does not include waiting room or office furniture.

**Question 2: Is there a required staffing model for the services to be provided.**

**Response:** From 1985 – 2011, the minimum requirement for each School-Based Health Center was to have a Fulltime (35 – 30 hours per week during the regular school year) Center Coordinator (either NP, PA, RD, Licensed Clinical Social Worker) Other positions included:

- At least 30 hours per week for a licensed clinical social worker (where the Center Coordinator was a medical provider OR at least 30 hours per week a Nurse Practitioner or Physician Assistant (where the Center Coordinator was a licensed clinical social worker);
- Fulltime Administrative Assistant;
- Registered Dietitian for at least 4 to 6 hours per week and
- 70 hours per year for the physician

The current budget of \$5.3 million supports the above model. The FY 12 remains at \$5.3 million. In addition, contractors will have the ability to generate center revenue by third-party billing. Proposals will be rated based on how well the contractor will provide universal health access to all students at the wellness centers, how well the contractor builds school-wide and community capacity and ownership of EACH center and how well the contract will establish linkages with schools, districts and the community for each school along with all the other criteria described in the RFP.

**Question 3: Do all members of the staff (N.P., Social Worker) have to be licensed?**

Yes the Nurse Practitioner and Social Worker must be licensed in the State of Delaware in order to practice in the SBHC.

\* Potential Bidders were informed by DPH staff that the Appoquinimink SBHC is actually school-linked and not school based

Potential bidders were also informed that there is a rent cost associated with the operation of this particular SBHC and that the Division of Public Health is aware of the issue.