

COUNTY OF ROCKLAND  
Department of General Services  
Purchasing Division

# Contract Award Notification

Title: **Physician and Medical Services for the Rockland County Correctional Center**

Contract Period: **January 1, 2025, through December 31, 2025, w/ (4) 1-year options**

Original Date of Issue: 12/19/2024

Date of Revision:

RFP No: **RFP-RC-2024-032**

Ordering: **Done by formal contract**

Authorized Users: United States Agencies, Other States & Political Subdivisions Therein,  
Local Governments, School Districts & Non-Profit Agencies

Address Inquires To:

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**Description**

This contract is for various Physician & Medical Services for the Rockland County Correctional Center.

Contract #	Vendor Number	Contractor & Address	Telephone No.
RFP 24-032	0000023210	New York Correct Care Solutions Medical Services, PC (NYCCSMS) Wellpath 50 Main Street, Suite 100 White Plains, NY 10606 Contact: Cindy Watson, Dean Reiger or Larry Doll <a href="mailto:ciwatson@wellpath.us">ciwatson@wellpath.us</a> <a href="mailto:drieiger@grandprairiehc.com">drieiger@grandprairiehc.com</a> <a href="mailto:ldoll@wellpath.us">ldoll@wellpath.us</a>	800-592-2974 443-472-2812 615-815-2738  FAX:615-324-5798

**County of Rockland  
Pomona, New York**

**RFP No. RC-2024-032**

**Physician and Medical Services for the Rockland County Correctional Center**

**Cost Proposal**

**October 10, 2024; 3:00 p.m. ET**



**Respectfully Submitted to:**

Paul J. Brennan, Director of Purchasing  
Department of General Services – Purchasing Division  
50 Sanatorium Road  
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**Submitted by:**

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**Points of Contact:**

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New York Correct Care Solutions Medical Services, PC  
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This submission includes the Technical Proposal, the Cost Proposal, and Required Documents. Each have been uploaded to Bonfire, separately, as instructed.

## Cost Proposal Template

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<b>TITLE:</b> Physician and Medical Services for the Rockland County Correctional Center	<b>RFP NUMBER:</b> <b>RFP-RC-2024-032</b>	

### COST PROPOSAL TEMPLATE

Proposers must use this Pricing Form to submit their pricing for the Services described in this RFP. An All-inclusive hourly rate (travel, management, administration, overhead, supplies and materials) for Physician and Medical Services for each subject and item on the Pricing Form must be provided.

**OFFEROR NAME:** New York Correct Care Solutions Medical Services, PC (NYCCSMS)

Description	All Inclusive Monthly Cost
Physician Services as specified in the Request for Proposal including Medical Director/Physician, Nurse Practitioner, Psychiatrist, Psychologist, and Nurse Educator.	\$153,608.79
Nurses 12 FTE's including 1 Head nurse and 3 per diem nurses for weekends.	\$198,685.69
Dental Services as specified in the Request for Proposal including Dentist and Dental Assistant	\$6,818.99
Total Monthly Cost - Base Services Medical Personnel	\$359,113.46
<b>All Inclusive Monthly Cost</b>	
Optional Diagnostic Testing Services	\$2,467.93
Optional Pharmacy Services	\$17,409.82
Optional Medical Laboratory Testing Services	\$1,595.46
Optional Cost for supplying all Medical and Dental Supplies	\$1,938.57
<b>All Inclusive Daily Cost</b>	
Optional Per Diem Relief Position – Registered Nurse	\$480.65
Optional Per Diem Relief Position – Social Worker	\$465.22
<b>All Inclusive Monthly Cost</b>	

**Please include cost of these positions' daily costs and related shift differentials**

Per Diem Relief Position - Registered Nurse	Cost Per Shift Cost
7 am – 3pm	NA - No shift differentials
3 pm – 11 pm	N/A - No shift differentials
11 pm – 7 am	N/A - No shift differentials

Cost Proposal Template (p 2)

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Per Diem Relief Position – Social Worker	N/A - No shift differentials
7 am – 3pm	N/A - No shift differentials
3 pm – 11 pm	N/A - No shift differentials
11 pm – 7 am	N/A - No shift differentials

Cost Proposals are to be uploaded as a separate attachment to your RFP response. Please refer to the separate attachment titled: Proposal Submittal Procedures for instructions on submitting your proposal electronically. Inclusion of any cost or pricing data within the technical proposal may result in your proposal being judged as non-responsive.

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## Cost Proposal

Wellpath's completed **Cost Proposal Template** for the Base Services Medical Personnel, the Optional Services, and the Per Diem Relief Positions is provided on the preceding pages. We are prepared to implement the optional services as described in detail in our **Technical Proposal (Section II.C.)**.

## Overview

New York Correct Care Solutions Medical Services, PC (NYCCSMS), in conjunction with Wellpath, our management service organization (MSO), appreciates the opportunity to submit our proposal in response to RFP RC-2024-032 for the provision of Physician and Medical Services for the Rockland County Correctional Center (RCCC). Collectively, we use the name Wellpath throughout our proposal to identify the non-clinical operational programming and the administrative services of the MSO, as well as our staff, who are NYCCSMS employees.

We realize the importance of cost within this RFP process, and our Cost Proposal has been developed for the continued delivery of a quality medical care program at a reasonable price. We believe our base and optional proposals provide programs and solutions to best meet RCCC-specific needs, and we look forward to discussing our proposal in further detail.

Our Cost Proposal is based on the services required by the RFP, salary surveys for professionals in the geographic area surrounding Rockland County, the need to appropriately compensate qualified staff in a manner to ensure effective recruiting and retention, and our experience providing the required services at the RCCC and similarly-sized facilities and other facilities with similar scope of services.

Areas of focus include:

- **Reporting and Accountability:** Wellpath will continue to be fully accountable for the program we design and the care we deliver. Reporting will always be transparent and delivered in a manner acceptable to the RCSO.
- **Reducing Off-site Risk:** By identifying services that can be provided on-site and maximizing our resources, Wellpath will continue working to reduce off-site risk not only in cost, but also in security and transportation while delivering a quality healthcare program at the RCCC.
- **Staffing:** The Wellpath Cost Proposal and Staffing Plan includes all holiday, vacation, and sick time off for all positions. We have factored in the cost of backfill for 30 days per year for each full-time employee as compensation for our PRN staff covering vacation, sick days and recognized holidays.

We will continue to ensure the same staff category coverage during periods of planned or unplanned absence. Our staffing plan and relief factor calculations ensure adequate coverage for holidays, weekends, vacation and sick days, emergencies, and any other extenuating circumstances that may arise. Wellpath will use part-time and per diem personnel to provide coverage for scheduled absences and to supplement any full-time staffing needs. Wellpath currently has four Registered Nurses (RNs) in our PRN pool for the RCCC.

### Staffing – Registered Nurses (RNs)

Wellpath’s total pricing encompasses the full staffing of Registered Nurses, as required by the RFP. These positions are currently filled by both County and Wellpath RNs. Wellpath will continue to assume County RN positions as they become vacant through attrition. Wellpath currently employs 4.40 FTEs of the total Registered Nurse staffing at the RCCC.

Wellpath’s staffing matrix provides 11.2 FTEs of RN coverage. While the RFP and Addendum No. 3 provides for RN coverage at 12 FTEs (rounded up from 11.5 FTEs) for purposes of pricing, we strongly believe 11.2 FTEs is more than sufficient to provide the County’s required coverage for all shifts per week.

By pricing our proposal with 11.2 FTEs of RN coverage rather than 12 FTEs, we are **saving the County \$140,349.60 per year**. This amount is the difference from 12.0 FTEs (480 hours per week) and Wellpath’s 11.2 FTEs (448 hours per week) is 0.8 FTEs or 32 hours per week of RN coverage.

### Year One Pricing

In accordance with the RFP, our pricing for Year One includes all the RN positions, both County RNs and Wellpath RNs. The actual price for RNs will only include Wellpath RNs. We will reconcile this on a quarterly basis, by invoicing the County for the County RNs that Wellpath continues to absorb through attrition. Please see the table below which accurately reflects Wellpath price for **Year One/Day One** of the new contract, assuming the current 4.40 FTEs of Wellpath RNs.

	Registered Nurses	Annual Price	Monthly Price
Year One (cumulative)	11.20 FTEs (Wellpath and County)	\$4,309,362.00	\$359,113.46
<b>Year One / Day One*</b>	<b>4.40 FTEs (Wellpath Employees)</b>	<b>\$3,098,700.65</b>	<b>\$258,225.05</b>

*\* Based on the Wellpath’s current 4.40 FTEs of the total 11.2 FTEs priced, as of 10/10/2024.*

Wellpath’s **Year One / Day One** pricing which includes 4.40 FTEs of Registered Nurses will be \$3,098,700.65. As Wellpath continues to absorb County Registered Nurses (RNs) through attrition, we will invoice the County the annual price of \$175,437 per RN FTE on a monthly basis (\$14,619.75 per RN FTE).

### Salaries / Wages /Benefits

Our proposal includes budgeted rates, salary inflators, and advantageous benefits packages for continued competitive advantage in the Rockland County healthcare hiring market. We have utilized wages that will keep us competitive with other healthcare facilities. We realize the importance of compensating our valued team members fairly to ensure we recruit and retain the best medical professionals to provide services at the RCCC.

Salary adjustments were made to ensure competitive capability in the Rockland County healthcare market and include market wage adjustments, weekend shift differentials, and backfill rates during PTO and holidays, etc.

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### Pricing for Subsequent Years

For subsequent annual renewals beyond the initial contract period, Wellpath requests annual price increases based on the 12-month percent change for the Consumer Price Index (CPI) for Medical Care Services in U.S. city average, all urban consumers, not seasonally adjusted, as published by the U.S. Bureau of Labor Statistics, not less than 4.5%.

### Optional Services

#### Diagnostic Testing Services

Wellpath currently provides Diagnostic Testing Services at the RCCC, contracting with **Preventive Diagnostics**.

#### Pharmacy

Our pricing for the Pharmacy option assumes that the County will be responsible for HIV/AIDS, Hepatitis C, blood disorders, and chemotherapy medications. Such medications will be a pass-through expense to the County.

In the event the County elects to award Pharmacy to Wellpath, we will purchase these medications through our pharmacy vendor, Diamond Pharmacy, at discounted prices with the actual costs then passed through to the County.

### Service and Overview

The Wellpath cost proposal covers provider and professional staffing, including salaries and employee benefits; Wellpath Regional Management support; and insurance, licenses, applicable taxes, and legal costs, as illustrated in the following chart.

Base Staffing and Services Overview for the Rockland Center Correctional Center - ADP: 120	
Professional Staffing	FTEs
Physician/Medical Director*	1.00
Advanced Practice Provider (AP/NP)*	1.00
Psychiatrist*	1.20
Psychologist	1.00
Dentist	0.15
Dental Assistant	0.15
Registered Nurse**	9.80
Nurse Educator (5 hours/month)	0.03
Charge RN**	1.40
<b>Full-time Equivalent Employees (FTEs)</b>	<b>15.73</b>
Professional On-Site Services	Included
Medical and Dental Services	✓
Psychiatry and Psychology Services	✓
On-call 24/7	✓
Basic Medical Training for Correctional Personnel	✓
Pre-employment Physicals for RCCC New Hires	✓
Emergency Medical Care for Staff and Visitors	✓
Comprehensive Medical Malpractice Insurance	✓
Corporate Management and Oversight	✓
<b>Base Services Year One Pricing (Annual)**</b>	<b>\$4,309,362</b>
<b>Base Services Year One Pricing (Monthly)**</b>	<b>\$359,113.46</b>

\* Provides on-call services

\*\* Includes Wellpath and County RNs

### Billing/Payment Terms

Wellpath will generate monthly invoices approximately 30 days before the month of service. The County of Rockland will have 30 days to submit payment, which is due on the first day of the month of service.

### Change in Scope of Work

The Wellpath proposed pricing reflects the scope of care as outlined in our proposal and the current community standards of care regarding correctional healthcare services in the State of New York.

Should there be any change in or modification of the local, national or community standards of care or scope of services, court rulings or interpretation, pandemic, state or federal law or statute, or interpretation thereof, that results in sustained and material changes in costs, coverage of costs related to such changes are not included in this proposal and would need to be immediately negotiated with the County of Rockland and the Rockland County Sheriff's Office to ensure all parties' interests are properly aligned. Changes such as the opening of additional areas in the facility or new construction of additional space would be considered a change in the scope of service and require immediate renegotiation.



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**Summary**

NYCCSMS and Wellpath will continue to operate the RCCC Physician and Medical Services program as a true partnership. Our program is staffed by qualified and experienced professionals and is compliant with all applicable standards.

Wellpath looks forward to discussing the details of our proposed program and pricing with you. We would be honored to continue and expand our successful partnership with Rockland County and the Rockland County Sheriff's Office.

**Edwin J. Day, County Executive****TITLE: Physician and Medical Services for the Rockland County Correctional Center****RFP NUMBER:  
RFP-RC-2024-032****PURPOSE OF REQUEST FOR PROPOSAL (RFP)**

The purpose of this request for proposal is to enter into a contract with a qualified firm to provide Physician and Medical Services to Rockland County Correctional Center. It is anticipated that this RFP may result in a contract award to a single contractor.

This RFP is designed to provide interested offerors with sufficient basic information to submit proposals meeting minimum requirements but is not intended to limit a proposal's content or exclude any relevant or essential data. Offerors are at liberty and are encouraged to expand upon the specifications to evidence service capability under any agreement.

**STATEMENT OF OBJECTIVES****1. BACKGROUND**

The Rockland County Correctional Center is contracting out for the provision of **Physician Services and Medical Support**. The purpose of the contract is to provide sufficient and high-quality medical care for the incarcerated individuals of the Rockland County Correctional Center pursuant to state rules and regulations delineating minimum standards of care. At some point in the future the County may decide to contract out for the provision of all medical services for the Correctional Center.

Recent Justice Reforms enacted in New York State are expected to reduce the average population of the facility going forward, however, at this time, the New York State Commissions on Corrections has not modified the minimum healthcare staffing levels that the facility must continue to meet.

**The specific services requested under this RFP include:**

- Medical Director (Physician 40 hours per week, M-F)
- Nurse Practitioner or Physician's Assistant (40 hours per week, T-Sat)
- Nurses 12 FTE's including 1 Head nurse and 3 per diem nurses for weekends.
- Psychiatrist (48 hours per week, M-F 8 hours per day; Saturday & Sunday 4 hours per day) \*\*Note – Telepsychiatry can only be used on weekends and only with prior approval by the County.
- Psychologist (40 Hours per week 1 PM – 9 PM Preferred)
- Dentist (Twenty-four hours per month)
- Dental Assistant (Twenty-four hours per month)
- Nurse Educator (5 Hours per month)

***In Addition***

*The contractor is to provide nurses for three eight- hour shifts. The contractor will be responsible for Rockland County Nurses lines that are vacated by attrition or other separations.*

The provider will maintain the staffing level of RN's as required by the Sheriff's Office.

The responsibilities of the provider shall be consistent with those in a medical setting or hospital, meaning that other county health care providers have a responsibility to follow through on the physician's orders and recommendations.

The Correctional Center is located at 53 New Hempstead Road, New City, NY 10956. The Correctional Center has a maximum capacity of 280 Incarcerated individuals and houses both male and female incarcerated individuals.

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The Rockland County Correctional Center/Jail utilizes COR EMR for its Health Information System. It shall be the Provider's responsibility to interface with the Rockland County Correctional Center/Jail and COR EMR.

The average daily population for the last two years (2019-2024) was **120 Incarcerated individuals**. It is important to note; however, this average reflects approximately **2,279 new admittances** per year or an average of 6-7 new admittances per day. The housing units are as follows:

<u>Housing Unit</u>	<u>Max Incarcerated individual Population</u>
A-Wing	40 Cells
B-Wing	40 Cells
C-Wing	40 Cells
D-Wing	60 Beds (4 Dorms with 15 Beds per Dorm)
E-Wing	60 Beds (4 Dorms with 15 Beds per Dorm)
F-Wing	22 Cells
Intake Housing	16 Cells
Medical Isolation	<u>2 Cells</u>
	280 Incarcerated individuals

It is the intent of the County to provide the following current positions, which will work with the contracted Medical Services provider in the delivery of quality medical care for the incarcerated individuals.

- Correctional Health Care Administrator
- HSA Clerical
- Assistant Head Nurse (2)
- Medical Billing/Records Clerk
- Social Workers (1)
- Case Managers (2)
- Substance Abuse Counselor (1)
- Mental Health Clerical (1-PT)

There is a hybrid team that works Correctional Health Services and Corrections to address and manage the range of Behavioral Health needs and risks presented by the incarcerated individual population.

The Rockland County Correctional Facility is accredited through the National Commission of Correctional Health Care for the provision of health and behavioral health services at the jail site. The Behavioral Health Team provides psychiatric evaluation, behavioral health assessments, substance abuse services, medication management and psychiatric stabilization in collaboration with Correctional Health Services and Corrections as part of an ongoing strategic risk management plan at the facility.

The Behavioral Health Team provides consultation to Correctional Health and Corrections staff in identifying and managing behavioral health issues that emerge during an incarcerated individual's incarceration. Incarcerated individuals placed on suicide watch as well as incarcerated individuals with serious and persistent mental illness are a priority focus for the Behavioral Health Team. Behavioral Health works closely with community providers and agencies, criminal justice entities, judicial and legal services and family members to develop post release service

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## **2. Scope of Services**

The scope of the specifications outlined within this proposal package are to explain the county's desire that the provision of health services for the incarcerated individuals must meet constitutional, state, and national standards. The services shall be compliant with, and provide reporting capabilities in support of, the regulations for NYS Commission of Corrections, Public Health Law, and National Commission on Correctional Health Care, as well as supporting county and internal management requirements.

The services shall include but are not limited to:

- a) Medical & Mental Health Staffing as detailed in the requirements below. Optional staffing will be priced separately.
- b) Specialty referrals to include County Department of Health Clinics.
- c) All forms, business supplies, business equipment and medical records.
- d) Written policies and procedures covering all the mandatory requirements.
- e) Utilization review plan.
- f) Quality assurance plan.

## **PROPOSAL REQUIREMENTS AND COMPANY QUALIFICATIONS**

### **3. Staffing and Qualifications**

The Respondent shall provide medical personnel and comprehensive medical and mental health services for the incarcerated individuals of the Rockland County Correctional Facility. It is the County's objective that the health services meet, or exceed, nationally recognized standards, and that they are provided by competent credentialed health care professionals under a program managed by professional administrators in a manner that insures cost-effective results.

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**CURRENT STAFFING MATRIX – ROCKLAND COUNTY CORRECTIONAL CENTER**

Position	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Float	Hrs./Wk.	FTE
<b>DAYS</b>										
Registered Nurse	24	24	24	24	24	24	24		168	4.2
Medical Director	8	8	8	8	8				40	1
PA/ARNP		8	8	8	8	8			40	1
Psychiatrist	8	8	8	8	8	4	4		48	1.2
Psychologist (8AM-4PM)	8	8	8	8	8				40	1
Dentist								6	6	0.15
Dental Assistant								6	6	0.15
Nurse Educator	1.25								1.25	0.03
<b>TOTAL HRS./FTE</b>									<b>349.25</b>	<b>8.7</b>
<b>EVENING</b>										
Charge Nurse	8	8	8	8	8	8	8		56	1.4
Registered Nurse	16	16	16	16	16	16	16		112	2.80
<b>TOTAL HRS./FTE</b>									<b>168</b>	<b>4.2</b>
<b>NIGHT SHIFT</b>										
Registered Nurse	16	16	16	16	16	16	16		112	2.80
<b>Total Hours/FTE</b>									<b>280</b>	<b>7.0</b>

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**ORSES, MEDICAL DIRECTOR (PHYSICIAN) QUALIFICATIONS AND COVERAGE**

1. Nurses Registered (RN) to include head nurse. The Registered Nurse (RN) delivers care to incarcerated individual patient utilizing the nursing assessment protocols in assessment, planning, intervention, implementation, and evaluation, in accordance with established philosophy. RNs collaborate with other professional disciplines to ensure effective patient care delivery and achievement of desired patient outcomes. RNs effectively interact with patients, while maintaining the standard of professional nursing.
2. Correctional Nurses provide care to incarcerated individual patient to promote & improve their overall health utilizing the nursing process in triage, professional training and various resources in accordance with regulatory agencies and established guidelines. The incarcerated individual patient population often generally has not had consistent access to healthcare prior to their incarceration. This provides an opportunity for nurses to see and care for an interesting variety of health concerns from minor ailments to major and atypical conditions

**B. Medical Director**

1. The Medical Director shall be Board Certified and licensed by the NYS Department of Education to practice medicine in NYS and must be able to present proof of current licensure. The Medical Director must have a specialty in family, internal or emergency medicine. The Medical Director must be familiar with Commission of Corrections standards for provision of medical services.

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Physicians with documented 2-3 years' experience in a correctional facility are preferred.

2. The Medical Director shall be responsible for the medical and mental health quality assurance, the professional conduct of the staff and management of the facility in providing services to the incarcerated individual consistent with the community standard of care. The position works in collaboration with the Correctional Health Care Administrator and all levels of health and mental health care providers as well as support staff to meet these standards. The position serves as a liaison for clinical matters with medical providers outside the system and to be available to provide on-call physician coverage at the facility. When an incarcerated individual is moved to a hospital the medical director will represent the county jail on discussions with the treating physicians of the incarcerated individual at the hospital. The position reports directly to the Sheriff, within the bounds of the requirements of professional licensure and medical autonomy in matters of clinical judgment.
3. The Medical Director must physically be at the jail a minimum of forty (40) hours per week (Monday through Friday; 9 AM – 5PM). When not at the jail, the Medical Director must be able to be reached for on call consultation. The Medical Director must leave with the Nurse and the Chief of Corrections phone numbers where he/she be reached for consultation.
4. If Medical Director is on a planned or unplanned absence, coverage must be provided to cover the Medical Director's hours at the jail. Nurse practitioner/physician's assistant may be used as an adjunct for Medical Director's coverage but must not be used in lieu of Medical Director's coverage time.
5. Medical Director must provide a structured program for the purpose of improving the quality of care provided to the incarcerated individual and be amenable to quality assurance review by an outside physician as designated by the county.
6. Medical Director will be responsible for the medical supervision of the correctional nursing staff. The Chief of Corrections will provide administrative supervision. Written Performance Review for the Medical Director shall occur at least once a year. Medical Performance Review written by Physician and Administration Performance Review written by Chief of Corrections.

#### **C. NURSE PRACTITIONER QUALIFICATIONS AND COVERAGE**

1. The nurse practitioner shall be licensed by the NYS Department of Education to practice medicine in NYS and must be able to present proof of current licensure. Nurse Practitioner must have a specialty in family, internal or emergency medicine. The nurse practitioner shall be familiar with Commission of Corrections standards for provision of medical services. Nurse Practitioners with documented 1-2 years' experience in a correctional facility are preferred.
2. The nurse practitioner position will work with the Medical Director in providing health care services to the incarcerated individual consistent with the community standard of care. The position works in collaboration with the Correctional Health Care Administrator and all levels of health and mental health care providers, as well as support staff, to meet these standards. The nurse practitioner independently provides appropriate primary health care including but not limited to clinical assessments, treatments, diagnosing medical conditions, assessing emergencies, ordering

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diagnostic studies, and prescribing medication. This position shall also be licensed to provide on-call coverage at the facility when the medical director is not available. It would be highly beneficial for the facility if the nurse practitioner was dually certified to practice in both adult medicine and psychiatry.

The nurse practitioner must physically be at the jail a minimum of forty (40) hours per week (Tuesday through Saturday; 3PM – 11PM).

3. If nurse practitioner is on a planned or unplanned absence, coverage must be provided to cover the nurse practitioner's hours at the jail.
4. Nurse Practitioner will assist the medical director in the medical supervision of the correctional nursing staff. The Chief of Corrections will provide administrative supervision. Written Performance Review for the nurse practitioner shall occur at least once a year.
5. The Nurse Practitioner working under the supervision of the psychiatrist can prescribe medications.

#### **D. PSYCHIATRIST QUALIFICATIONS AND COVERAGE**

1. The psychiatrist shall be Board Certified and licensed by the NYS Department of Education to practice medicine in NYS and must be able to present proof of current licensure. The psychiatrist shall be familiar with Commission of Corrections standards for provision of medical services. Psychiatrists with documented 1-2 years' experience in a correctional facility are preferred; but not required.
2. The psychiatrist will work with the Medical Director in providing mental health care services to the incarcerated individual consistent with the community standard of care. The psychiatrist addresses the psychiatric treatment needs of the incarcerated individual-clients at the jail, ensuring quality of care reflective of the community standard of care; as well as coordination of services.
3. Psychiatric coverage must be provided, at a minimum of forty-eight (48) hours per week (Sunday through Saturday; daily schedule in accordance with Commission on Corrections regulations). Proposals shall also include the option of providing psychiatrist services greater than sixty (48 hours based on the needs of the facility. Telepsychiatry can be used on weekends only, and only with prior approval of the County.
4. When not at the jail, the psychiatrist must be able to be reached for on call consultation. The psychiatrist must leave with the Nurse and the Chief of Corrections phone numbers where he/she be reached for consultation.
5. Telepsychiatry may be considered in providing a portion of the required psychiatric services at the correctional center.

#### **D. PSYCHOLOGIST QUALIFICATIONS AND COVERAGE**

1. The psychologist shall have a PhD. and be licensed by the NYS Department of Education to practice medicine in NYS and must be able to present proof of current licensure. The psychologist



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shall be familiar with Commission of Corrections standards for provision of medical services. Psychologists with documented 1-2 years' experience in a correctional facility are preferred; but not required.

2. The psychologist will work with the Psychiatrist and Medical Director in providing mental health care services to the incarcerated individual consistent with the community standard of care. The psychologist addresses the psychological treatment needs of the incarcerated individual-clients at the jail, ensuring quality of care reflective of the community standard of care; as well as coordination of services.
3. Psychologist coverage must be provided five days per week, at a minimum of forty (40) hours per week from 1PM-9PM PREFERRED, daily schedule in accordance with Commission on Corrections regulations).
4. The psychologist will assist in the development of an appropriate treatment plan in conjunction with doctors, social workers, substance abuse counselors, case managers and others from the legal system. The psychologist shall also facilitate therapy groups for violent offenders and other clinical staff to curb the violent impulses of incarcerated individual along with the psychiatrist and other clinical team members.
5. The psychologist shall also work with correctional staff on de-escalation strategies to prevent or decrease incidents between incarcerated individual and staff. The psychologist shall also have clinical responsibility and clinical oversight of RCDMH staff while the administrative oversight shall be assigned to the jail correctional medical administrator.
6. The Psychologist shall work with correctional staff in evaluating incarcerated individuals that may require 1:1 suicide watch, as well as incarcerated individuals on precautionary watch. The psychologist shall also authorize the discontinuation of 1:1 based on an evaluation of the incarcerated individual.
7. The psychologist shall provide CPL 730 exams for individuals incarcerated in the Rockland County Jail, consistent with New York State Law.

#### **E. NURSE EDUCATOR (5 HOURS PER MONTH)**

1. The Clinical Nurse Educator shall play a pivotal role in strengthening the nursing staff, serving as role model and providing the leadership needed to implement evidence-based practice. Nurse educator is responsible for designing, implementing, evaluating and revising academic and continuing education programs for staff nurses.
2. The nurse educator will exhibit exceptional leadership qualities, have excellent communication abilities, and have in-depth, comprehensive knowledge in their given field. Nurse educators are responsible for designing, evaluating, updating, and implementing new and current clinical skills, techniques and procedures.



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3. Provide clinical in-service training for staff RN.
4. Possession of current NYS RN license.
5. BSN or MSN degree with nursing education emphasis and minimum of two years' experience working as a nurse educator in a healthcare setting.

**F. DENTIST**

1. The dentist shall provide dental services for Twenty-four hours per month by conducting six (6) four-hour visits per month.
2. The dentist must be licensed by NYS Department of Education to practice in NYS, **Board Certified** and must be able to present proof of current licensure.

**G. DENTAL ASSISTANT**

1. The dental assistant shall provide services for Twenty-four hours per month by conducting six (6) four-hour visits per month.
2. The dental assistant must be certified by NYSDOH.

**H. OPTIONAL SERVICES**

1. Diagnostic Services – The provider shall perform or subcontract for all diagnostic exam services and interpretations to include but not limited to X-rays, EKG's, Echocardiograms, Sonograms, Doppler Studies, Holter Monitors and Pacemaker Checks.

The provider shall ensure that all services are compliant with all pertinent provisions of Federal, State, Local, JCAHO and OSHA Laws, Licenses and Regulations. The provider shall be responsible for all planning, coordinating and ensuring the quality of services provided. All personnel, equipment and supplies shall be brought onsite and provided solely by the provider.

The Provider shall only supply diagnostic radiologists who are Board Certified and licensed in the State New York.

2. Pharmacy Services - The Provider shall arrange for pharmaceutical services for prescription and non-prescription medications and all intravenous solutions ordered by its physicians, mid-level practitioners, and dentists. Provider should contract with one or more pharmaceutical companies to assure the lowest cost of medications. Prescriptions are to be provided in unit dose packaging or multiple dose blister packs. Provider must store all medications in a safe and secure manner controlled by authorized personnel. The manner of control must be consistent with the requirements of 9 NYCRR 7010. Provider must make provisions for on-site medication delivery seven days per week, on-site STAT dose capability for emergencies, and an emergency drug kit. Provider is responsible to furnish and supply to the Facility, and to properly label pharmaceuticals, including

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psychotropic medications, using a "unit dose method of packaging". As and to the extent provided by law and/or regulation, Provider must maintain a starter dose of medications to prevent compromising any incarcerated individual's health status. RNs and/or LPNs may administer all medications to incarcerated individuals. The Provider must perform routine reviews of all phases of the Facility's pharmacy operation. Provider must oversee the pharmacy operation with a minimum of quarterly consultant visits and written reviews by a licensed, registered pharmacist.

**Provider** must develop a formulary and must conduct quarterly pharmacy and therapeutic committee meetings. A copy of each responder's proposed formulary should be attached to their proposal. Each responder must include with its proposal, a sample medication administration record to include all information contained on the prescription label and the name of the practitioner who prescribed the medication. Upon discharge from the Facility, incarcerated individuals may be provided with the remainder of any prescribed blister pack ordered by a physician or psychiatrist.

The Provider must establish a pharmacy and therapeutic committee, which will be responsible for (1) additions and/or deletions to the formulary, (2) monitoring usage of pharmaceuticals, including psychotropic, and (3) identifying prescribing patterns of practitioners. Provider must submit to the County, on quarterly basis, written reviews of the pharmacy from a consultant pharmacist.

3. **Laboratory Services** - The provider shall be responsible for all Laboratory tests, including Venereal Disease Research Laboratory (VDRL) test, and such other diagnostic tests as may be clinically indicated. The Provider shall be responsible for the Review of the results of all laboratory test results by a physician; and for the initiation of therapy, when appropriate.
4. **Medical and Dental Supplies** – The provider shall supply all medical and dental supplies, to include OTC medications.
5. **Per Diem Registered Nurse** – The Registered Nurse must be licensed by NYS Department of Education to practice in New York State.
6. **Per Diem Social Worker** – The Social Worker shall have a NYS MSW issued by the NYS Department of Education.
7. **HISTORICAL USAGE DATA**

**A. Healthcare services statistics on average as follows:**

1. Number of incarcerated individuals with HIV/AIDS – 1-2 per month
2. Number of incarcerated individuals with Hepatitis C - 1 per month
3. Number of incarcerated individuals receiving dialysis treatments - 0 per month
4. Number of dialysis treatments - 0 per month
5. Number of incarcerated individuals with hypertension - 10 per month
6. Number of incarcerated individuals with diabetes - 10 per month
7. Number of patients seen in Sick Call – 10-15 per day
8. Number of ER trips – 2-3 per month

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9. Number of admissions and number of days patients in hospital - Admitted: 1 per month, Hospital stay: 2-4 days.
10. Number of pregnant incarcerated individuals; number of deliveries – 1
11. Number of incarcerated individuals on suicide watch - 25 per month
12. Number of suicide attempts. Number of successful suicides - Attempts: 0-1, Successful: 0
13. Number of deaths other than suicides. 1
14. Number of dental visits - 40 per month
15. Number of x-rays taken on-site - 10 -15 per month
16. Number of positive PPDs – 10 per month
17. Average sick calls are 25 incarcerated individuals per day for MD. Total sick calls including triage average about 35 per day.
18. Average incarcerated individual's trips to the hospital are about 3-4 per week from Jail. Additional trips from triage.
19. Suicide watches: 5-7 per day

**B. Diagnostic Services**

## X-Ray Usage Analysis:

	2022-2023	2023-2024
X-Rays	220	286
Stat X-Rays	25	47
EKG	45	52
Stat EKG	15	35
Echocardiogram	6	6
Sonograms	21	31
DVT (Doppler)	1	5
Pacemaker Checks	0	0
Holter Monitoring	0	0

Annual Estimated Expenditures \$9,000.00

**C. Pharmacy Usage**

Annual Estimated Expenditures: \$275,000

**D. Laboratory Services**

Annual Estimated Expenditures: \$25,000 - \$30,000

**4. SPECIFICATIONS FOR PATIENT CARE**

It is the goal of the County to have the Respondent provide comprehensive medical and mental health services for the incarcerated individuals of its correctional facility in coordination with county staff. It is the County's further goal that the health services meet, or exceed, nationally recognized standards, and that they are provided by competent credentialed health care professionals under a program managed by professional administrators in a manner that insures cost-effective results. The Medical Director and Psychiatrists shall provide care consistent with Commission on Accreditation standards and community

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health standards. All care shall be coordinated with the County's Correctional Health Care Administrator. Proposals shall address:

**A. Provisions for Receiving Screening**

1. Persons who require immediate emergency attention should be referred for off-site emergency care. Persons who need to be seen by a physician or mental health professional are to be referred for such evaluation and care. Screening is to include testing for tuberculosis.
2. A Health Assessment by RN within 4-8 hours.

**B. Mental Health Care**

1. Suicide Risk Identification and Prevention – Incarcerated individuals thought to be at risk for self-harm are identified at intake by corrections using the NYS Commission of Correction/ Office of Mental Health Suicide Screening Guidelines questionnaire and are evaluated within 24 hours by a psychiatrist or a social worker depending on the level of suicide watch.
2. Screening - All incarcerated individuals, upon admittance to the jail, receive a mental health screening administered by a registered nurse as part of the incarcerated individuals Correctional Health Services Incarcerated individuals Health History. Incarcerated individuals with positive screening are referred to Behavioral Health Services for further assessment of their mental health and substance abuse treatment needs.
3. Assessment - New incarcerated individuals with positive mental health screening are referred by Correctional Health Services to Behavioral Health for assessment and are seen by some and, at times, all members of the Behavioral Health Team using specific criteria regarding the level of mental health need and the presence of past or present substance abuse and treatment. Psychiatrists, social workers and substance abuse counselors' complete evaluations of referred incarcerated individuals to aid in diagnosis, treatment and discharge planning.
4. Crisis Intervention and Stabilization - New or existing incarcerated individuals in crisis are evaluated by the psychiatrist and followed up by a social worker as needed as they become stable through medication and, or counseling.
5. Psychotherapy - The Behavioral Health social workers see incarcerated individuals, as time allows, for individual therapy. Currently, there is a men's group that meets once weekly.
6. Psycho tropic Medication - Psycho tropic medication evaluation and management are provided by psychiatrists at the jail for incarcerated individuals with serious and persistent mental illness (SPMI) and others with mental disorders who would benefit from medication.
7. Referrals to Psychiatric Hospitals – Incarcerated individuals thought to be an imminent danger to themselves or others because of their psychiatric illness and who cannot be stabilized safely in the correctional facility are transferred to state forensic hospitals using Corrections Laws 508 and 402

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8. Competency Evaluations - Behavioral Health staff are often instrumental in the court's ordering of CPL 730 mental competency evaluations and assist corrections in the incarcerated individual's placement in forensic hospitals when appropriate.
9. Court Ordered Mental Health Evaluations (CPL - 390.30) Behavioral Health social workers complete court ordered mental health evaluations of incarcerated individuals to aid in the criminal sentencing process.
10. Drug and Alcohol Services - A substance abuse counselor provides assessment, individual counseling, discharge planning and alternatives to incarceration for incarcerated individuals. The substance abuse counselor works in collaboration with the local treatment courts in assessing and referring incarcerated individuals to treatment facilities. The substance abuse counselor works with the New York State Division of Parole on providing viable treatment alternatives for incarcerated parolees. Behavioral Health also works with individual courts and attorneys, independently, on substance abuse treatment alternatives to incarceration. Including MAT Program.
11. Case Management - The case managers work with the Rockland County Department of Social Services in gaining entitlements, pre-release, for incarcerated individuals being transferred directly from the jail to inpatient rehabs and residential substance abuse treatment facilities. The case manager works with the Single Point of Access Committee (SPOA) in referring mentally ill incarcerated individuals to local community residences and for case management services. The case manager also works with the Rockland County Dept. of Social Services on their Homeless Intervention Project (HIP). If Behavioral Health incarcerated individual-clients have no place to return to upon release from the jail HIP will attempt to place those incarcerated individuals willing to attend treatment upon release into local boarding houses and, if necessary, will, at least, provide bus fare to the nearest homeless shelter. The case manager interviews all incarcerated individuals taking psychotropic medication and arranges for them to be released with prescriptions for their medication and registers them for the Medication Grant Program which allows them to fill their prescriptions immediately upon release from jail. The case manager also arranges intake appointments for Behavioral Health incarcerated individual-clients with mental health and substance abuse treatment providers upon their release from jail.
12. Mental Health Alternatives to Incarceration - Behavioral Health staff work formally with referrals of mentally ill incarcerated individuals to the Mental Health Alternatives to Incarceration Program (MHATI). Staff also works independently with courts and defendants' attorneys on individual treatment alternatives.
13. Interdisciplinary Meetings - Behavioral Health participates with Correctional Health Services and Corrections in daily interdisciplinary meetings that review incarcerated individuals in crisis and those with special needs.
14. Training - The Behavioral Health Team provides training in the jail. The Behavioral Health Coordinator is a certified Suicide Prevention Trainer and participates in the training of new

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corrections officers and sheriff's deputies in suicide prevention. The psychiatrist and a county social worker provide mental health training to correctional health service personnel.

15. Behavioral Health Team Staffing Provided by the County.

- 1 Full Time Social Worker
- 1 Full Time Substance Abuse Counselor
- 2 Full Time Case Managers
- 1 Part Time Clerk = 17 hours

The Behavioral Health Team provides psychiatric evaluation, behavioral health assessments, substance abuse services, medication management and psychiatric stabilization in collaboration with Correctional Health Services and Corrections as part of an ongoing strategic risk management plan at the facility. The Behavioral Health Team provides consultation to Correctional Health and Corrections staff in identifying and managing behavioral health issues that emerge during an incarcerated individual's incarceration. Incarcerated individuals placed on suicide watch as well as incarcerated individuals with serious and persistent mental illness are a priority focus for the Behavioral Health Team. Behavioral Health works closely with community providers and agencies, criminal justice entities, judicial and legal services and family members to develop post release service plans for the incarcerated individuals in order to promote continuity of care upon release and alternatives to incarceration. The Behavioral Health Service plays a critical role in the ongoing risk management of the correctional environment.

**Behavioral Health Program Description**

Suicide Risk Identification and Prevention – Incarcerated individuals thought to be at risk for self-harm are identified at intake by corrections using the NYS Commission of Correction/Office of Mental Health Suicide Screening Guidelines questionnaire and are evaluated within twenty-four (24) hours by a psychiatrist or a social worker depending on the level of suicide watch.

Screening - All incarcerated individuals, upon admittance to the jail, receive a mental health screening administered by a registered nurse as part of the incarcerated individual's Correctional Health Services Incarcerated individuals Health History. Incarcerated individuals with positive screening are referred to Behavioral Health Services for further assessment of their health and substance abuse treatment needs.

Assessment - New Incarcerated individuals with positive mental health screening are referred by Correctional Health Services to Behavioral Health for assessment and are seen by some and, at times, all members of the Behavioral Health Team using specific criteria regarding the level of mental health need and the presence of past or present substance abuse and treatment. Psychiatrists, social workers and substance abuse counselors' complete evaluations of referred incarcerated individuals to aid in diagnosis, treatment and discharge planning.

Crisis Intervention and Stabilization - New or existing incarcerated individuals in crisis are

Department of General Services – Purchasing Division

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evaluated by the psychiatrist and followed up by a social worker as needed as they become stable through medication and, or counseling.

Psychotherapy - The Behavioral Health social workers see incarcerated individuals, as time allows, for individual therapy. Currently, there is a men's group that meets once weekly.

Psycho tropic Medication - Psycho tropic medication evaluation and management are provided by psychiatrists at the jail for incarcerated individuals with serious and persistent mental illness (SPMI) and others with mental disorders who would benefit from medication.

Referrals to Psychiatric Hospitals – Incarcerated individuals thought to be in imminent danger to themselves or others because of their psychiatric illness and who cannot be stabilized safely in the correctional facility are transferred to state forensic hospitals using Corrections Laws 508 and 402.

Competency Evaluations - Behavioral Health staff are often instrumental in the court's ordering of CPL 730 mental competency evaluations and assist corrections in the incarcerated individual's placement in forensic hospitals when appropriate. Court Ordered Mental Health Evaluations (CPL - 390.30) Behavioral Health social workers complete court ordered mental health evaluations of incarcerated individuals to aid in the criminal sentencing process.

Drug and Alcohol Services - A substance abuse counselor provides assessment, individual counseling, discharge planning and alternatives to incarceration for incarcerated individuals. The substance abuse counselor works in collaboration with the local treatment courts in assessing and referring incarcerated individuals to treatment facilities. The substance abuse counselor works with the New York State Division of Parole on providing viable treatment alternatives for incarcerated parolees. Behavioral Health also works with individual courts and attorneys, independently, on substance abuse treatment alternatives to incarceration.

Case Management - The case managers work with the Rockland County Department of social Services in gaining entitlements, pre-release, for incarcerated individuals being transferred directly from the jail to inpatient rehabs and residential substance abuse treatment facilities. The case manager works with the Single Point of Access Committee (SPOA) in referring mentally ill incarcerated individuals to local community residences and for case management services. The case manager also works with the Rockland County Department of Social Services on their Homeless Intervention Project (HIP). If Behavioral Health incarcerated individual-clients have no place to return to upon release from the jail, HIP will attempt to place those incarcerated individuals willing to attend treatment upon release into local boarding houses and, if necessary, will, at least, provide bus fare to the nearest homeless shelter. The case manager interviews all incarcerated individuals taking psycho tropic medication and arranges for them to be released with prescriptions for their medication and registers them for the Medication Grant Program which allows them to fill their prescriptions immediately upon release from jail. The case manager also arranges intake appointments for Behavioral Health incarcerated individual clients with mental health and substance abuse treatment providers upon their release from jail.

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Mental Health Alternatives to Incarceration - Behavioral Health staff work formally with referrals of mentally ill incarcerated individuals to the Mental Health Alternatives to Incarceration Program (MHATI). Staff also works independently with courts and defendants' attorneys on individual treatment alternatives.

Interdisciplinary Meetings - Behavioral Health participates with Correctional Health Services and Corrections in daily interdisciplinary meetings that review incarcerated individuals in crisis and those with special needs.

Training - The Behavioral Health Team provides training in the jail. The Behavioral Health Coordinator is a certified Suicide Prevention Trainer and participates in the training of new corrections officers and sheriff's deputies in suicide prevention. A psychiatrist and a social worker provide mental health training to health service personnel.

**C. Hospital Inpatient and Emergency Care**

Incarcerated individuals requiring this level of care shall be referred to local health care facilities with the County maintaining financial responsibility.

**D. Special Needs Patients**

Chronically ill, or those who have communicable disease, or who are physically handicapped, or elderly with problems associated with the aging process, or terminally ill, or who have special mental health needs, or are developmentally disabled, including detox cases, and pregnant incarcerated individuals.

**E. Daily Triage, Access to Care, and Sick Call**

The plan should indicate how sick call requests will be made and transmitted to health staff, how and when sick call visits will be scheduled, the proposed maximum time to elapse before the incarcerated individuals sees the appropriate staff member, and the level of staff that will attend to incarcerated individuals requesting sick call. The Respondent should include in its description how it will respond to non-emergent requests for care, its proposed handling the regular continuing care of patients with chronic illnesses.

**F. Special Diets**

The Respondent should indicate how it will meet the needs of patients for therapeutic (special) diets through its system for ordering same and any proposed follow-up.

**G. Diagnostics**

The Respondent should indicate how it will manage the need for diagnostic services, through existing county contracts if the County does not exercise the option for the Provider to provide these services.

**H. Specialists, Consultants**

The Respondent should indicate how it will manage the need for specialty care, through existing county contracts. Please note that it is in the interest of the County to keep the cost and staffing for transporting incarcerated individuals off-site for medical consults at a



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minimum, consistent, however, with proper attention to their medical, dental and mental health needs.

**I. HIV Testing**

The Contractor will have the responsibility for the (incarcerated individuals) voluntary HIV counseling and testing.

Proposals may include such other services as the Respondent wishes to identify and provide.

**5. MEDICAL SERVICES**

- A. Each incarcerated individual will receive health screening/assessment by RN within 4-8 hours and will be examined by the physician or his/her designee within 14 days.
- B. Every incarcerated individual who at the time of admission appears to be physically incapacitated and/or at high risk for withdrawal due to drug or alcohol intoxications shall be examined immediately by the physician, if no Doctor is on duty the incarcerated individual shall be referred to a local hospital.
- C. No medication or medical treatment shall be dispensed to an incarcerated individual except as authorized or prescribed by the physician.
- D. All prescription medications shall be stored in a safe and secure manner to ensure control only by authorized personnel designated as such by the physician. If a controlled substance or other toxic or dangerous drug is kept at the facility, such facility must maintain additionally secure storage facilities and adequate records of dispensing including perpetual inventory record.
- E. Conduct pre-employment physicals for new hires at the Rockland County Correctional Center and provide emergency medical care for all staff and visitors.
- F. Definite arrangements shall be made to ensure the prompt transportation of an incarcerated individual to a hospital or other appropriate medical facility in emergency situations, the cost of which will be paid for by the jail.
- G. Appropriate and optimal use shall be made of community medical and mental health facilities, services and personnel. Dental services are currently provided through a local dentist under an existing contract with the County.
- H. Adequate health service and medical records shall be maintained which shall include but shall not necessarily be limited to such data as: name of incarcerated individual, diagnosis of complaint, medication and/or treatment prescribed. A record shall also be maintained of medications prescribed by the physician and dispensed to an incarcerated individual by a staff person. The County is currently COREMR for Electronic Medical Records at the jail. The contracted provider will be required to utilize this system.

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- I. General nursing and medical standards will be adhered to so that neither the nurse nor the physician operate outside their scope of practice. (For example, all telephone orders taken by the nurse must be countersigned within forty-eight (48) hours for psychiatric issues and two (2) business days for medical issues.
- J. Standing Orders will be developed, amended and reviewed by the Medical Administrator, Medical Director and Chief of Corrections. The Sheriff or his designee can request the Medical Director to attend meetings as needed in relation to the Medical Operation of the Facility.
- K. The Medical Director will work collaboratively with other local physicians. Mental Health Services will be provided through the psychiatrist who will make recommendations for treatment regimens. Diagnosis and best response differences will be mutually discussed with the Medical Director; however, the final decision on psychiatric care rests with the psychiatrist. It is preferred that the psychiatrist be eligible to be designated by the Commissioner of Mental Health under Mental Hygiene Law Article 9. The Medical Director has the responsibility for full coordination of medical care.

## 6. **SELECTION CRITERIA**

### **A. Evaluation**

Proposals will be evaluated in accordance with applicable County of Rockland procurement policies and procedures. Evaluation will be performed to determine the offeror's understanding of work to be performed, technical approach, potential for completing the work as specified in the Statement of Objectives, cost reasonableness, the probable cost to the County, and ranking with competing offerors.

The evaluation of proposals will be conducted in two phases. In Phase I, the technical portion of the proposals will be read. Any submission packages that are not complete and do not address all the categories in the RFP will not be given further consideration. Complete submission packages will be review and rated, resulting in a scored evaluation which will move them to Phase II – Final Selection.

#### Criteria for Evaluation of Technical Proposal – Phase I

- Completeness of Submission Package
- Overall credibility, experience and credentials of proposed management team and primary /secondary officers of the Proposer's Organization, including their professional ability to implement new programs while maintaining top quality accredited care
- Comprehensive Health Services Program Plan: Does it demonstrate an ability to provide cost-effective quality care, experienced management, and a successful organizational track record. Is it evident in the service delivery model and well documented in the operational and programmatic sections of the Plan?
- Has the Proposer been consistently successful in maintaining acceptable levels of staffing and demonstrated ability to retain adequate human resources within various institutional settings?

**DEPARTMENT OF GENERAL SERVICES, PURCHASING DIVISION**

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50 Sanatorium Rd, Building A  
Pomona, New York 10970  
Phone : (845) 364-3820 Fax : (845) 364-3809  
Email : purchasing@co.rockland.ny.us

**Paul Brennan, FNIGP, NIGP-CPP, CPPO**  
*Director of Purchasing*

**ADDENDUM # 3**

**RFP-RC-2024-032:**

**Physician and Medical Services for the Rockland County Correctional Center**

1. Which is the correct FTE count for RNs for pricing purposes – 11.2 or 12?

**ANSWER-According to the NYS COC staffing analysis we are required to have 4.40 FTE on the 7- 3 shift, 4.40 on the 3-11 shift and 2.70 on the 11-7 shift. That adds up to 11.50, so we consider it 12.**

2. If it is not 12 FTEs (as on page 24), will you issue a modified pricing form

**Answer -N/A as it is 12**

The information in this addendum supersedes any contradictory information set forth in the contract documents. Acknowledge receipt of this addendum in the space provided on the signature page of the bid proposal. Failure to do so, may subject the bidder to disqualification. This addendum forms a part of the contract documents.

**SIGNED:**

*Paul J. Brennan*

**PAUL J. BRENNAN, FNIGP, NIGP-CPP, CPPO**  
**DIRECTOR OF PURCHASING**

ADDENDUM

9/27/24

**DEPARTMENT OF GENERAL SERVICES, PURCHASING DIVISION**

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*Director of Purchasing*

**ADDENDUM # 2**

**RFP-RC-2024-032:**

**Physician and Medical Services for the Rockland County Correctional Center**

**A number of questions were asked so in order to provide additional time to submit your proposal the closing date of this RFP has been changed to Thursday 10/10/2024 at 3:00p.m.**

1. Please provide a Health Services Report for 2023 and YTD 2024-See Below
2. What hospitals are used to provide off-site care? **Montefiore Nyack Hospital and Good Samaritan Hospital**
3. What company is used for dialysis services? **We do not have a facility for Dialysis**
4. What company is used for radiology services? **PDI**
5. What company is used for medical waste disposal services? **Approved Storage and Waste Hauling**
6. What company is used for laboratory services? **LabCorp**
7. What company is used to provide oxygen? **Airgas**
8. Does CorEMR required to be used or can the vendor suggest another EMR? **Cor EMR preferred**
9. Number of Intakes **2023-565 2024-434**
10. Number of Sick Calls -**2023 – 2112, 2024 - 3225**
11. Number of Chronic Care visits **2023-235 visits, 2024 -106 visits**
12. Number of Annual Physicals **2023 – 5, 2024 - 7**
13. Number of Patients on MAT **2023 57 inmates, 2024 Jan-August 43**
14. Number of Dental Visits – **2023 – 186, 2024 – 125 visits**
15. Number of Prescriptions **2023 – 6167, 2024 - 4869**
16. Number of Patients on Prescriptions **2023-902 2024-719**
17. Number of MH Encounters – **2023 total 322. 2024 total 358 – data is the number of assessments completed. One person may have had several assessments completed.**
18. Number of Patients on Watch – **\*2023 total 283. 2024 total 233**

19.Number of Deaths, and of those deaths, number via suicides - **None**

20.Is there a mandatory subcontracting goal or percentage requirement for this RFP? **No**

21.Does the vendor need to include a sample insurance certificate with their RFP submission? **No**

22.We are a certified MWBE by NYC Small Business Services. If the RFP includes a subcontracting goal, can we fulfill the contract ourselves? **No, there is no subcontracting goal.**

The information in this addendum supersedes any contradictory information set forth in the contract documents. Acknowledge receipt of this addendum in the space provided on the signature page of the bid proposal. Failure to do so, may subject the bidder to disqualification. This addendum forms a part of the contract documents.

**SIGNED:**

*Paul J. Brennan*

**PAUL J. BRENNAN, FNIGP,NIGP-CPP, CPPO  
DIRECTOR OF PURCHASING**

ADDENDUM

9/20/24

**DEPARTMENT OF GENERAL SERVICES, PURCHASING DIVISION**

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**Paul Brennan, FNIGP, NIGP-CPP, CPPO**  
*Director of Purchasing*

**ADDENDUM # 1**

**RFP-RC-2024-032**

**Physician and Medical Services for the Rockland County Correctional Center**

1. Please share the incumbent vendors and their pricing. **New York Correct Care Solutions Medical Services / Wellpath. Not all services were contracted for, as some were optional. Current 2024 spend \$2.9Mil**
2. What is the budget for this bid? **Approximately \$3 to \$3.5Mil**
3. Please share the Bid Tabulation of the previous bid for these services. **A foil request to the Department of Purchasing must be filed for this information.**  
**<https://www.rocklandcountyny.gov/departments/purchasing>**
4. Is there any challenge fulfilling the needs with the existing contracts for related services or any specific improvements you are looking for? **Normal Recruiting and Retention issues.**
5. How many vendors would be awarded? **ONE.**
6. Is there any preference for the local vendor? **No Preferences.**
7. What are the overtime terms and orientation process if required for any role? **Whatever Contractor terms for contracted positions are, contract positions do not assume County pay structure as a County employee.**
8. Please share the type of background check and drug test required. **Basic background conducted by County no expense to Contractor.**
9. Will there be a kick-off meeting once the contract is awarded? **Yes**
10. How many resources/candidates are currently active at this time under incumbent contracts? Please provide the breakdown of numbers under each incumbent vendor. **Current staffing is listed in the RFP document along with anticipated positions and FTE's**
11. Will active candidates under the incumbent vendors be transitioned to the new vendors if the same incumbent vendors are not awarded the contract this time? **That would have to be worked out with incumbent.**
12. Is this a new contract or renewal of an existing contract? **New Contract after five years with current vendor.**

13 In order to be considered responsive for this solicitation, is it mandatory to bid on all positions? **Yes**

14 Is it mandatory to subcontract? **No, although proposers can include sub-contractors with their details.**

15 Could you please provide information on the daily duration of shifts required for the necessary professions? For example, the number of hours per day? **Usually, an 8 HR shift. This is answered in the RFP based on various positions.**

16. Current Staffing Matrix (p 9)

a. Does the staffing matrix, as provided in the RFP, represent the combination of Contractor-employed and County-employed RN staffing? **No, they are all contracted positions.**

b. Please confirm the most up-to-date version of the RN staffing that is provided by the Contractor, **Eight, (8) including Part time and Per Diem** and the most up-to-date version of the RN staffing that is provided by the County. **Eight (8) including part time and Per Diem**

c. Can an additional, or optional, staffing matrix be proposed and still be considered compliant? **It can be proposed but staffing requirements dictated by NYS Division of Criminal Justice.**

17. Exceptions to the RFP

a. Please confirm that exceptions to the RFP must be sent to the Director of Purchasing prior to the proposal due date. **Yes, can be submitted prior or with RFP submission as long as they are noted separately.**

b. Is there a specific time frame to do this, if needed? **Any time before RFP close or with submission.**

18. RFP Item 2.C. Statement of Objectives (SOO) (p 31)

Please clarify this requirement to provide a Statement of Work with "tasking statements."

a. *RFP-RC-2019-024 Award revised 3-8-24. Addendum # 2, Q/A #6, deleted the Statement of Work requirement from the 2019 RFP.* **Can be Omitted.**

b. Since the Contractor's approach to achieving the requirements of the scope of work will be detailed in the proposal, including how tasks will be accomplished, will the County consider accepting the detailed narrative in the proposal in lieu of a Statement of Work. **Yes**

19. Dental Services

Item 3.F; p 13. *"The dentist shall provide dental services for Twenty-four hours per month by conducting six (6) four-hour visits per month."*

Item 5.G; p 21. *"Appropriate and optimal use shall be made of community medical and mental health facilities, services and personnel. Dental services are currently provided through a local dentist under an existing contract with the County."*

The above statements appear to conflict regarding delivery of dental services.

The information in this addendum supersedes any contradictory information set forth in the contract documents.

Acknowledge receipt of this addendum in the space provided on the signature page of the bid proposal. Failure to do so, may subject the bidder to disqualification. This addendum forms a part of the contract documents.

**SIGNED:**

*Paul J. Brennan*

**PAUL J. BRENNAN, FNIGP, NIGP-CPP, CPPO**  
**DIRECTOR OF PURCHASING**

ADDENDUM

9/10/24