

RFP 2024-19 Official Responses to Questions

All responses are incorporated into RFP 2024-19.

Question Number	RFP Section	Questions Received in Writing	DOCCS' Responses to Questions
1		What was the amount awarded during the last vendor's contract?	Contract C161406 from 4/1/2017 – 6/30/2024 is \$40,843,945.80 as noted in OSC Open Book New York: https://www2.osc.state.ny.us/transparency/contracts/contractsearch.cfm
2		Can you provide a detailed breakdown of the cost associated with staff, activities, programs, etc.?	Rates of the current vendor are proprietary and confidential.
3		How are vendors vetted what's the process?	Please refer to page 34 of RFP Section BB. Background Check Requirements.
4		What's the total cost associated with the total budget?	Total contract from 4/1/2017-6/30/2024 was \$42,534,969.61. Expended amount was \$40,843,945.80.
5		Duration of contract option for renewals?	Please refer to RFP 2024-19 (page 23) Section X. Administrative Information, Subsection C- Term of contract.
6		What insurance coverage is required and who is responsible for obtaining it?	Please refer to RFP 2024-19 Section XII Legal Required Forms Subsections B., 1– Insurance Requirements and subsection B., 2 – General Conditions Applicable to Insurance (pages 37-43) .
7		What services are included in the contract?	Please refer to RFP 2024-19 Section VI - Scope of Services and Section VIII Supplies. DOCCS will be responsible for all prescription costs, laboratory, security, custodial, laundry, food services or changes to specialty care.
8		Are there any upfront payments or deposits?	No.
9		What license or certificate is required?	Per RFP 2024-19 must be in compliance with 10 NYCRR Section 415 for nursing homes and community standards.
10		What are the key responsibilities?	Please see response to question #7 above.
11		What reporting requirements are outlined in the contract?	Please see response to question #7 above.
12		What liability protections are in place for both parties?	Please refer to RFP 2024-19 Section XI – Contract Clauses, subsection H – Indemnification (page 27).

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13		What is the process in place for resolving disputes?	This question is not relevant to the development of a proposal under this RFP.
14		What are specific protocols for admissions and discharges?	Please refer to RFP 2024-19 Section VI Scope of Services, Subsection C – Admission/Discharge Process (page 10) and attachment I Health Services Policy 1.13.
15		What are staffing requirements?	The successful bidder must be able to provide the management and staffing for the operation of a 60-bed skilled nursing services program within the Coxsackie RMU.
16		What is the protocol for managing staff turnover?	Please see response to question #15 above. The bidder must provide management of staffing.
17	Site Visit	What's the average census?	As of September 17, 2024 50 of the 60 beds are full.
18	Site Visit	Is there a budget for this? Is there an existing current budget for the contact that is already here?	1) No budget for the new contract. 2) Please see response to question #1 above.
19	Site Visit	Information for fulltime equivalency by position (RN all the way to admin). How many are currently needed (FTEs by position) that is required to adequately staff based on current census – to adequately staff RMU and cost per position?	One FTE (Full Time Equivalent) is considered 2,080 hours per year (ex: LPN = 21,231 annual hours/2080 per FTE =10.2 FTE). The historical data and the estimated annual hours are provided within the RFP for guidance.
20	Site Visit	How much does each specialty, RN etc. get paid under current contract?	Rates of the current vendor are proprietary and confidential.
21	Site Visit	What are the critical challenges in current operation of unit that you would like the successful bidder to be able to address?	This question is not relevant to the development of a proposal under this RFP.
22	Site Visit	1) What is the litigation profile like? 2) What is the risk level of litigation?	These questions are not relevant to the development of a proposal under this RFP.
23	Site Visit	Do incarcerated individuals have the ability to request DNR?	Yes, per DOCCS Health Services Policy.

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24	Site Visit	Is Contractor only accountable to DOCCS?	The question is unclear. Therefore, DOCCS cannot provide a response.
25	Site Visit	PRI certified providers - do people listed on the table already need to have this certification on position profile prior to putting them on there or can they obtain the certification after?	If they don't already have one, vendor must outline how they plan to obtain one and have one in place in time for contract start date.
26	Site Visit	Hiring and staffing, what is most fluctuating?	The question is unclear. Therefore, DOCCS cannot provide a response.