



County of Roanoke

FINANCE DEPARTMENT PURCHASING DIVISION

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September 22, 2021

RFP #2022-026

Inmate Pharmaceuticals

for

Roanoke Salem Jail

ADDENDUM NO. 1

Answer to Questions and Change in Bid Number

Due Date & Time:

September 30, 2021 2:00PM
(Local Prevailing Time)

Addendum No. 1
RFP 2022-026
Inmate Pharmaceuticals for Roanoke Salem Jail

Bid number is officially changes from 2022-024 to 2022-026

1. Page 8 of the RFP, item E – this indicates proposal responses should be no more than 25 pages in length. Our financial reports are approximately 25 pages each, and the RFP requests two years' worth of reports, exceeding this page limit. Please advise if the 25-page limitation applies to the financial statements and any other requested attachments.

Answer: Financials do not count in the pages

2. Page 13 of the RFP, item n – this indicates the sheriff's office cannot request pricing information in the proposals. However, a medication list was provided with the RFP and requests that prices be included. Please advise if the medication list with pricing, and other pricing related information should be submitted with our response.

Answer: **Change in Scope**: Pricing is requested.

3. If a vendor does not wish to redact any information, please advise if a second electronic copy should be provided?

Answer: No second copy is needed if there are no redactions.

4. Are you using eMAR system? If yes, what tool are you using?

Answer: CorEMR is our system

5. Do you have a formulary in place with current provider? Will the new provider help with medical provider to develop this?

Answer:

6. What onsite services do you require (i.e., quarterly IDT and/or other meetings, consultant pharmacist services, etc.)? Or do you wish the vendor to provide these virtually?

Answer: We have quarterly meetings that can be done virtually and pharmacy inspections completed by the providing Pharmacy.

7. When do you anticipate awarding the contract?

Answer: Sometime in the month of October 2021

8. What is the anticipated start date of the contract?

Answer: Contract will begin after award and negotiations.

9. The RFP has multiple scope of work requirements and evaluation criteria. In order to provide a meaningful response to the RFP, while also respecting the time of your evaluation committee, it would be helpful to know in order of importance the top five goals/most important solutions Roanoke County is seeking in publishing a RFP at this time.

What are Roanoke County's top five goals or most important solutions you are seeking to address with this solicitation?

Answer:

- Product delivery in 24 hours of ordering if ordered by 3pm during weekdays. Product delivery within 72 hours if ordered during weekends.
- Product availability to meet delivery standards above.
- Customer support and availability during normal business hours.
- Have the ability to integrate with current COREMR system.

This is subject to other criteria than described above.

10. In order to best understand the perspective of each individual on the evaluation committee, can you please share the name and title of each person that will be involved in the selection process?

Answer: That information is not given out at this time.

- Will a final decision be made by the evaluation committee or will the committee provide a recommendation to a final decision maker?

Answer: Evaluation Committee

- If so, who is the final decision maker regarding an award?

Answer: Same as above.

11. Page 8, Section E states that, "The proposal should be no more than 25 sheets (printing on back and front is acceptable) in length. Also include any other materials you may want to submit as part of your proposal response."

Is the 25 sheet limit specific to the scope of work response in SECTION 6. SERVICES AND/OR ITEMS REQUIRED? Or, does

the 25 sheet limit apply to the total sheets submitted for all items required in Attachment B Items 1 to 10 and the attachments to those requirements?

Answer: Total Bid submittal minus any Financials

Regarding any other materials beyond the 25 sheets, are those to be provided as an exhibit or as an additional attachment?

Answer: Exhibit

12. Page 13, Section N states that, "Since this is a Request for Proposals for professional services, the Roanoke County Sheriff's Office cannot request pricing information in the proposals. Firms will be asked to submit non-binding pricing information as part of the informal interview process in accordance with Section 2.2-4301, 3(a) of the Code of Virginia."

The RFP included an eight-page list of medications asking for cost. Is that to be provided with a bidder's proposal or is that to be completed only if asked for during the negotiation process?

Answer: Please see above this statement is hereby removed from the Scope of Work. Please provide pricing with your Bid document.

13. Will the County be requiring a bid bond to be included with a bidder's proposal? If so, in what dollar amount or percentage?

Answer: This is not a requirement

14. Will the successful bidder be required to obtain a performance bond prior to finalizing a contract? If so, in what dollar amount or percentage?

Answer: This is not a requirement

15. What is the average number of prescriptions filled per month for the past 12 months?

Answer: 326

16. Some correctional institutions in Virginia have emergency, interim, or first-dose starter stock.

Does the Jail have stock medications?

Answer: Only over the counter medications are kept in stock all other medication is inmate specific with it being

released/transferred with inmate or is returned to pharmacy to be destroyed or repurposed.

If so, does the Jail have a CSR permit in order to house first dose and emergency stock?

Can the CSR be provided as an addendum to RFP?

Answer: Not needed

17. Medication utilization data is extremely important for bidders when crafting their proposal response to your solicitation. Not providing actual medication utilization data to all bidders will result in a competitive advantage to your incumbent pharmacy vendor who already has this information.

Because public money is used to pay for pharmacy services and medications under the current contract, our understanding is that medication utilization and cost information would not be considered proprietary. Therefore, it should be available without the need for a public record or FOIA request. This information is typically readily available via a report that can quickly be generated by your current pharmacy vendor if requested by Roanoke County.

To ensure a transparent and competitive procurement process, can you please provide a two-month report for July and August 2021 with actual pharmacy utilization data (and patient names redacted), or actual pharmacy invoices for July and August 2021, as an addendum to the RFP?

Answer: See attached

18. Do you currently receive inspections of the medication areas at your facility?

Answer: Yes

19. If so, how frequently? Every 3 months

Answer: Every 3 Months

20. Many correctional institutions within the industry are utilizing electronic order entry and eMAR software to decrease their reliance on time consuming paper processes. Electronic med pass can decrease the time required for med pass by up to 50%, eliminate the need and overtime for end of month changeovers,

eliminate transcription errors from faxed orders that are profiled for MAR purposes, eliminates the unsafe practice of using stickers on a paper MAR, and saves time that can be used by your medical staff to provide other health care services.

Does Roanoke County currently use an electronic prescription order entry and eMAR system that is provided by your medical or pharmacy vendor at no additional cost?

Answer: No

If so, what is the name of the system?

Answer: We hold a Contract with CorEMR for all medical records.

If not, would you find value in adding a requirement to your current solicitation for bidders to provide a solution for electronic prescription order entry and eMAR?

Answer: Roanoke County Sheriff's office has a current Contract with CorEMR for this service.

21. Many correctional institutions within the industry are using electronic check-in and return programs for inventory management. Manual daily order check-in and return processing time can be decreased by up to 75%, medication diversion potential will be virtually eliminated, and Roanoke County can have full accountability of all medications received by, and returned from, your facility for accounting purposes.

Does Roanoke County currently use a barcode electronic order reconciliation and medication return management system that is provided by your medical or pharmacy vendor at no additional cost, or is a paper process still be used?

Answer: Yes, and paper system

If not, would you find value in adding this requirement to your current solicitation for bidders to provide a free solution for electronic inventory management?

Answer: Yes

22. Many correctional institutions within the industry have fingertip access to electronic reporting. Analyzing prescriber ordering trends and costs to better manage facility operations is critical and dependent upon reliable and accurate reporting.

Does Roanoke County currently have access to an online reporting dashboard to access meaningful and accurate reporting

24/7/365 that is provided by your pharmacy vendor at no additional cost?

Answer: Not that I am aware of

If not, would you find value in adding this requirement to your current solicitation so your facility-level staff and administrators can access online reports?

Answer: No

23. Does Roanoke County currently use an electronic health record (EHR)/electronic medical record (EMR) system?

If so, what is the name of the system?

Answer: CorEMR

If so, is the system also used for prescription order entry or eMAR purposes?

Answer: Yes

24. Companies submitting a proposal may not be alerted to the scoring and evaluator notes until after a contract is approved and signed. Thus, leaving no option to respondents to clarify items that may have been misinterpreted or overlooked during the evaluation process.

Will Roanoke County provide an email response (or other notice) of your intent to award along with evaluator scoring and evaluator notes ahead of awarding a contract for bidders to review?

Answer: An Intent to Award will be posted on our website for review. 10 days later will

25. What is Roanoke County-Salem Jail's current ADP?

Answer: 110 due to pandemic and the need for space. Normally 130-150.

26. 2.Does Roanoke County-Salem Jail accept federal overflow inmates?

Answer: No

27. 3.Page 13, B. a. II. – Please clarify what is meant by the provision of a “specialized dispensing system.” Does this refer to a medical cart or an emergency kit?

Answer: Medical Cart

*****REQUIRED*****

*****Sign and return with your bid package*****

Sign Name:

Print Name:

Date:

Company

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