On-Site X-Ray, Electrocardiography (ECG) and Holter Monitoring Services
Questions & Answers
NHDOC RFP 17-05-GFMED

Laboratory Corporation of America Holdings (LabCorp)

Question 1: Page 5, Request for Proposal (RFP), Terms and Conditions, Section 11. Submission Criteria, Paragraph 11.1
If a potential vendor can offer two out of three of the requested services from the RFP, would the New Hampshire Department of Corrections (NHDOC) consider a response that offers two out of the three services?

Answer 1: No, partial proposals shall not be accepted. All proposals shall be submitted for the full scope of services being requested within the RFP and proposals that reduce the NH Department of Corrections current functions shall not be accepted.

Please refer to Page 3, Section 10. Instructions, RFP Documents, Format and Labeling of Proposals Submissions, Paragraph 10.3. Technically Non-Responsive, Subparagraph 103.2 and Page17 Section D: Scope of Services, Exhibit A, Paragraph 3. Location of Services, Subparagraph 3.2 and Subparagraph 3.3.

Question 2: Page 5, Request for Proposal, Terms and Conditions, Section 10. Instructions, RFP Documents, Format and Labeling of Proposals Submissions
Paragraph 10.7.2 states that, “A successful Request for Proposal requires much planning. The Main building at 105 Pleasant Street is a secured facility. Be aware that overnight carrier staff can’t enter the facility freely. Please allow sufficient time for shipping.”

Can the NH Department of Corrections advise the Contractor of how many additional days a bidder should allow for receipt of the RFP?

Answer 2: There are no additional days a bidder shall be allowed for receipt of the RFP. As stated in Page 5, Section 10. Instructions, RFP Documents, Format and Labeling of Proposals Submissions, Paragraph 10.7.2: “Vendors shall assume all risk for carrier deliveries not meeting the RFP deadline date and time.”
Question 3: **Page 14, Section C: Proposal Check Sheet**
The Proposal Check Sheet lists a document called the Non-Disclosure of Right to Know Information Letter to State Agency, if applicable Section D: Scope of Services, Exhibit A. Is the Non-disclosure letter applicable to this RFP and if so, where can the bidder gain access to the information?

Answer 3: Please refer to Page 24, Section D: Scope of Services, Exhibit A, Section 15. Public Records. The letter is applicable to this RFP if a Vendor deems certain information within the Bidder’s proposal should be considered confidential. This letter is written by the Vendor to the State Agency identifying potential “confidential” information. “Marking the entire Proposal or entire sections of the Proposal (e.g. pricing) as confidential will neither be accepted nor honored. Notwithstanding any provision in this RFP to the contrary, Contract pricing shall be subject to disclosure upon approval of a contract by the Governor and Executive Council.” Please review this section for clarification and further instructions.

Question 4: **Page 14, Section C: Proposal Check Sheet**
Can the Contractor provide an authorized signer’s list approved by the company board and attested to by its Chief Legal Officer, instead of the Certificate of Authority?

Answer 4: An authorized signer’s list approved by the company board may supplement the executed Certificate of Authority. Please review updated Certificates of Authority that will apply to your organization via link provided: NHDOC Business Resources, Bidding Tools

Question 5: **Page 17, Section D: Scope of Services, Exhibit A, 5. On-Site X-Ray, Electrocardiography (ECG) and Holter Monitoring Services**
The Contractor has been providing ECG and Holter services to correctional facilities for about 25 years. Our service model provides the equipment, supplies and training to the medical staff of each facility to perform the bedside tracing. Once the tracing is obtained, it is transmitted to our mainframe for storage and to our Board Certified Cardiologist for confirmation. The confirmed or confirmation is then sent back to the facility within the required turn-around time. This particular workflow has served us and our clients well over the years; would the New Hampshire Department of corrections be interested in a similar set-up in the facilities described in this RFP?

Answer 5: No, the requested service is for the Vendor’s technician who comes on site to each facility, to perform the actual ECG and/or other required services as outlined in the RFP. The NHDOC staff shall not perform X-Ray, ECG Testing and/or Holter Monitoring Services.

Question 6: **Who is the current Vendor providing the requested services within the RFP?**

Answer 6: Symphony Diagnostic Services No.1, Inc. d/b/a MobileX USA
Question 7: What is the current cost that is being charged for the requested services of the RFP?

Answer 7: Governor and Executive Council Meeting Agenda - 8/14/13, Item # 41

Question 8: Page 5, Request for Proposal, Terms and Conditions, Section 12. Document Alterations/Changes/Omissions:

Page 7, Request for Proposal, Terms and Conditions, Section 20.3. Proposal Submission:

How does a Vendor propose exceptions to the RFP or suggest alternate language without being deemed technically non-compliant.

Answer 8: Please refer to Page 5, Request for Proposal, Terms and Conditions, Section 12. Document Alterations/Changes/Omissions: “It is unlawful to make any alterations to the text or format of this document, or the text or format of any addendum or attachment to this document to include headers and footers or modifying the original order of the RFP page numbers. A signature on the Proposal Cover Sheet of the person authorized to legally bind the Vendor to the terms of this RFP signifies that no alterations have been made to the original text or format of this RFP. Any alterations made to the original text of this document may result in the proposal being considered technically non-responsive.”

Page 7, Request for Proposal, Terms and Conditions, Section 20.3. Proposal Submission shall be considered a required element of the RFP. Alternative language for Section 20.3 shall not be considered.

The Vendor may propose exceptions to the RFP or suggest alternate language within the Bidder’s response. It may be best for a Vendor to clearly delineate what language is concerning the Bidder by identifying the page number, title of page, section, paragraph and subparagraph in question with corresponding proposed alternative language.

Question 9: Page 22, Scope of Services, Exhibit A, Section 9. Embodiment of the Contract: “Negotiated document (Contract) agreed to by and between the parties that is ratified by a meeting of the minds.”

The Proposal submittal requires that the P-37 Contract be returned with the RFP, but the based on the statement above, does the NHDOC anticipate that the potential vendor can negotiate language within the Contract?


Exhibit C, Special Provisions is the mechanism set forth under a contract for language and/or terms denoted as special provisions.
Question 10: Page 15, Section C: Proposal Check Sheet, HIPAA and BAA
Please see attached letter which provides information why the Vendor would not be a Business Associate Agreement and therefore a BAA is not applicable. Can the HIPAA business Associate Agreement be removed as a requirement to the RFP?

Answer 10: No, the HIPAA Business Associate Agreement can not be removed as a requirement to the RFP. The BAA is between the NHDOC and the Vendor, not the cardiologist(s) and/or radiologist(s) who are reading the films and tracings. Therefore, a BAA is expected to be executed.