

Q&A

The following questions/requests have been submitted concerning RFI 132301 – School Health Services. None of the questions (below) received indicated a need for a change to the RFI document. Thus, no Addenda will be issued. All questions received have been answered, and are provided verbatim from what was received:

1. Are firms required to bid on all 3 portions of Health Services, or can they choose which one(s) would best fit their ability to provide quality Health Care Services?
Firms may respond to any or all of the three (3) School Health Service programs described in the RFI.
2. Is it the intent of the School District to contract with multiple providers, or is the preference a single provider?
The District has not yet made a decision concerning the use of more than one provider. But, preference would be for a one (1) provider solution.
3. Could you please explain the School District's expectation of the firm that is awarded a contract for the Student Health Services?
It is the District's expectation that the firm(s) awarded a contract will provide health services to the students listed in each contract to include all requirements included in the School Health Services Act (Florida Statute 381.0056). This includes training, monitoring, documentation and supervision of those services.
4. Is it the responsibility of the awarded firm's RNs to write the student care plans? If so, for what specific student population is this required? For all students, or just those within ESE?
It is the expectation that the awarded firm's RN's complete care plans for all students who have critical health conditions.
5. Could you please describe the Plan of Care Initiation process? More specifically, could you explain the steps if possible that take place from the time the student moves into the District or needs ESE care to the time that care is actually provided by a nurse? Who all is involved with the process?
When a student with special needs enters the District, a meeting is held to determine their need for services according to the information provided by their sending school (current IEP and health plan if provided). This meeting will include the parent, student (if appropriate), teacher(s), school administrator, ESE staff, school nurse and any other staff as needed. Once needs are identified and the IEP is written, the student is staffed in the appropriate setting. Nursing staff is invited to IEPs involving students with critical health conditions so that the educational team is kept informed about medical issues that may affect educational planning for the student.

a. How involved is the MD in developing the Care Plan? Do they visit with the child, or does their Primary Care MD help with this process? Or do the RNs develop the plan of care based off the IEP process under the guidance and suggestion of formatted plans developed by an MD based on a child's diagnosis? How is the current provider utilizing this process?

Health Care Plans are written by the School Nurse (RN) in collaboration with the student's healthcare provider, parent, student and school staff. Health Care Plans are developed in a separate process and paperwork from the IEP process.

6. For the firm(s) awarded the contract(s), are they capable of hiring current incumbent personnel that are providing Healthcare Services to the students?

The District would prefer that the incumbent health services employees are offered the opportunity to continue providing those services.

7. The initial contract as written in the RFI will be from June 1, 2013 to June 30, 2014. Please describe "multi-year agreement" under "Goals and Objectives of the School Health program." What are the long term intentions of the School District for the awarded firm(s)?

The District prefers a long term relationship with costs controlled for as long as possible. We can award a contract for up to five (5) years subject annually to the availability of lawfully appropriated funds and School Board approval. There after the contract can be renewed for up to five (5) more additional one (1) year periods (if initial contract is for a five (5) year period).

8. Has the School District established what criteria will be used when evaluating proposals? Will sections of the firm's response be scored based on criteria that the School District has deemed important? If so, could you explain those criteria or list the most important factors when determining if a firm is qualified?

Pursuant to 6A-1.012(11)(a) Florida Administrative Code, the products and services requested herein are categorized as "health services involving examination, diagnosis, treatment, prevention, medical consultation or administration" and therefore any negotiations that may result from responses to this Request for Information (RFI) are exempt from additional formal solicitation requirements. Please note this RFI is not intended to be an offer, order or contract and should not be regarded as such, nor shall any obligation or liability be imposed on the District.

A committee will review each of the responses received based upon the information requested and the information provided. Upon review of responses received, the District may select a response(s) for negotiation, request formal proposals from all or select firms responding to this RFI or postpone implementation. If formal proposals are requested, proposals will only be accepted from firms responding to this RFI and deemed capable of satisfying District needs by the committee. The District reserves the right to reject any or all responses received and choose to bid formally if such action is considered to be in the best interest of the District.

The District reserves the right to waive any irregularities and technicalities and may, at its sole discretion, request a clarification or other information to evaluate any or all responses.

Companies are encouraged to give complete qualifications for completing the description of service required and a tentative priced proposal to be used as a basis of negotiations if deemed appropriate.