



Corrections and Community Supervision

ANDREW M. CUOMO
Governor

ANTHONY J. ANNUCCI
Acting Commissioner

ADDENDUM #1

December 4, 2018

Invitation For Bid

IFB #2018-17

Title: Temporary Personnel: Registered Nursing Services at Correctional Facilities
Regions 1 and 4

IFB #2018-17 is amended to change Page 25 as follows:

*“**Based on 45 annual full-time positions” has been changed to “**Based on 23.5 full-time positions”.*

NOTE: Please sign and return this Addendum with your bid verifying receipt and that you acknowledge and accept this change to Page 25 of the IFB.

“Accepted and Agreed To”:

Signature

Print Name

Title

Date

QUESTIONS AND ANSWERS:

Question: *“Regarding the hours listed on pages 25-26, are these a forecast for the contract, or projected combination of the existing award and this supplemental contract?”*

Answer: The number of hours noted in the IFB are an estimate of hours needed for the term of resultant contract(s).

Question: *“Is there a guaranteed minimum of hours?”*

Answer: There is no guaranteed minimum hours.

Question: *“What is the expected fill time?”*

Answer: The candidate should begin work within 2 to 4 weeks at the latest which includes all administrative, interview and background check time.

Question: *“What is the average length of supplemental nursing services assignments?”*

Answer: Assignments vary depending on the Facility and based on the assignment. For example, a nurse could be used to fill in for a short term planned medical leave or a longer standing absence of an existing state nurse item.

Question: *“Who are the current incumbents?”*

Answer: Some positions are filled with DOCCS employees while others are filled by OGS contractors. The estimated positions in this IFB are “open” positions, they do not have incumbents.

Question: *“What is the historical need of RN staff in each facility?”*

Answer: Facilities must be staffed 24/7 with registered nurses. The number of nurses required varies with inmate population levels.

Question: *“How many uncovered shifts do you have?”*

Answer: This information is reflected in the estimated hours found on the Bid Price pages (page 25 and 26) of the IFB.

Question: *“The number of hours in region 1 and 4 are the same yet the number of estimated annual hours are tripled in region 4. How do we account for that?”*

Answer: The number of hours in regions 1 and 4 are different. There is a higher number of hours within Region 4 as this region has more facilities located within it.

Question: *“The number of nurses in region 1 and 4 is the same yet the number of estimated annual hours tripled in region 4. How do we account for that?”*

Answer: Please see the change to Page 25 noted above.

PLEASE NOTE:

It is the responsibility of potential bidders to regularly monitor the following websites where any updates or information regarding the IFB will be posted:

NYS Contract Reporter: <http://www.nyscr.ny.gov>

DOCCS: <http://www.doccs.ny.gov/RFPs/rfps.html>