

**NYS Department of Corrections and Community Supervision
IFB 2016-22 Electrocardiogram (ECG) Services
March 22, 2017**

Questions and Answers

Q1) Page 16, Scope of Services
The bidder would like to propose to replace the current ECG machines with machines that will be loaned to NYS DOCCS in the facilities that are listed on Attachment G. Would NYS DOCCS consider a proposal that provides the ECG machines and charges DOCCS only for the interpretation of ECGs, regular over-reads and STAT over-reads?

A1) No, we do not want to lease the machines.

Q2) Page 17, Scope of Services 7.
Do the facilities have local area network connection to transmit and receive test results?

A2) EKGs are currently being transmitted through the phone lines at facilities.

Q3) Page 17, Scope of Services, 10.
Does NYS DOCCS currently use an EMR? If so, who is the current vendor? Is it anticipated that during the term of this Contract that NY DOCCS will introduce an EMR?

A3) No, an EMR system is not currently in place. It is unknown at this time if one will be during the term of this contract.

Q4) Who is the current vendor for ECG services and what are they currently charging for:
ECG interpretation
Regular over-reads
STAT over-reads

A4) CompuMed is the current vendor with pricing of
ECG interpretation: \$7
Regular over-reads: \$12
STAT over-reads: \$15

Q5) If new equipment is provided, what are NYC DOCCS' training expectations? Can training be accomplished utilizing webinars?

A5) In person training should be available to staff, should they wish to have training on how to utilize the features of the respective machine. Additionally all facilities should have 24 hour access to technical support.

Q6) Page 28, Contractor Insurance Requirements
Is it equally acceptable to the agency to be listed as certificate holder on the certificate of insurance rather than additional insured?

A6) No.

Q7) Page 7, 1.4 Minimum Bidder Qualifications, Page 9 2.2.1 Cover Letter
It is the expectation of NY DOCCS that the Bidder include 1.4 Minimum Bidder Qualifications A, B. 1, B.2, B. 3 responses within the Cover Letter (Section 2.2.1) or provide this information within its own section?

A7) It is preferred within the cover letter but a bid would not be disqualified if the information was provided within its own section.

Q8) Page 16, 4. Scope of Services
Does NY DOCCS want a point by point response to the Scope of Services within the bid response or is a statement of acceptance of the Scope of Services acceptable?

A8) A point by point response is desired.

Q9) Attachment D, M/WBE Requirements and Forms
Since the goals for M/WBE Requirements are set at 0%, does the Offeror still have to return the M/WBE and EEO Policy Statement and EEO 100 – Staffing Plan?

A9) Yes, both forms are still required.

Q10) Attachment C, Legal Required Forms
Can NY DOCCS clarify that the reference to Compliance with Worker's Compensation and NYS Disability Benefits Insurance Requirement should be Section 5.19, instead of 5.16?

A10) Yes, Compliance with Worker's Compensation and NYS Disability Benefits Insurance Requirements should be Section 5.19. (Addendum issued)

Q11) Attachment C, Legal Required Forms
Can NY DOCCS clarify that the reference to Contractor Insurance Requirements should be Section 5.18 instead of Section 5.15?

A11) Yes, Contractor Insurance Requirements should be Section 5.18. (Addendum issued)

Q12) Page 28, 5.18 Contract Insurance Requirements, section a) Commercial General Liability Insurance
Would NYDOCC accept a Commercial General Liability Insurance with a limit of not less than \$1,000,000 instead of \$2,000,000?

A12) Yes, an addendum has been issued and posted to the NYS Contract Reporter and DOCCS website.

Q13) Attachment C, New York State Department of Corrections and Community Supervision Non-Disclosure Form

Would NYDOCCS consider adding the following language number to 4. Maintenance, Return, and Destruction of the DOCCS Confidential Material:

Upon the DOCCS's direction, Recipient will return any Confidential Information whether electronic, paper, or other media within 48 hours of agreement termination. Returned electronic information to DOCCS must be decrypted. Copies whether electronic, paper, or other media within 48 hours of agreement termination, will be destroyed by methodology chosen by DOCCS. **Notwithstanding the foregoing, the Recipient may retain one copy of the Confidential Information in the Recipient's Law Department for archive purposes, and the Recipient shall not be required to destroy or delete copies that have embedded in its electronic storage systems through routine backup processes.**

A13) No, DOCCS is not willing to add that language.

Q14) Page 30, 5.19 Workers' Compensation and NYS Disability Insurance
Please confirm that the Workers Compensation and NYS Disability Insurance forms should be submitted upon notice of tentative award and not with the IFB response.

A14) Yes. Attachment C – Legal Required Forms does state that Compliance with Workers' compensation and NYS Disability Benefits Insures Requirements (See Section 5.16 5.19) are **only required upon notice of tentative award**. (Addendum issued)

Q15) In Section 1.4.B.1 the IFB says: *"The letter must also state whether or not subcontractors*

will be used, and the name, address, telephone number, fax number, e-mail address, and intended role of each proposed subcontractor that will serve DOCCS.”

If it is determined that a bidder did not list each subcontractor in their Cover Letter, what is the penalty?

A15) [IFB 2016-22, Section 5.10 Subcontractors.](#)

The CONTRACTOR agrees not to subcontract any of its services, unless as indicated in its proposal, without the prior written approval of the DOCCS.

Q16) Are subcontractors allowed to be located outside the United States? Are bidders allowed to subcontract the viewing and handling of your patients' medical records outside the United States?

A16) [IFB 2016-22, Section 5.10 Subcontractors](#)

The CONTRACTOR may arrange for a portion/s of its responsibilities under the AGREEMENT to be subcontracted to qualified, responsible subcontractors, subject to approval of the DOCCS.

Q17) In the text of The Scope of Services you refer to both Regular Overreads and STAT Overreads but then the IFB only lists the turnaround time for the STAT as 30 minutes (4.1.13). The turn-around time for Regular Overreads is not listed. Is the required turn-around time for the Regular Overread still 24 hours like it is in the current contract?

A17) [Yes, 24 hour turnaround time on regular overreads.](#)

Q18) In 4.1 under Contract Management Item 3 the IFB states: *“It is the responsibility of the prime Contractor to ensure that subcontractors meet the approval of the DOCCS. Subcontractors must comply with all terms and conditions specified herein and must have insurance coverage applicable to the work performed...”*

Do the bidders have to submit all their subcontractors' insurance certificates with their bid?

A18) [No, the successful bidder will need to submit the subcontractors insurance prior to award being made.](#)

Q19) Do all Subcontractors have to fill out, and submit, a Vendor Responsibility Questionnaire?

A19) [Subcontractors are required to fill out and submit a Vendor Responsibility Questionnaire if there total subcontracted amount is a hundred thousand dollars \(\\$100,000.00\) or more.](#)