

NURSING SERVICES
SOUTHEAST LOUISIANA HOSPITAL

305PUR-DHHRFP-SELHNRSNG-OBH
Proposal Due Date/Time: April 20, 2011 / 4 pm CDT

Questions for RFP # # 305PUR-DHHRFP-SELHNRSNG-OBH

- 1) With regard to RFP # 305PUR-DHHRFP-SELHNRSNG-OBH for Nursing Services for Southeast Louisiana Hospital, the RFP states that you anticipate 100 hours/week as your needs and a preference to use the same nurses. Will there be any options for long term/contract assignments or will the assignments be strictly on a per diem basis?

Answer: The 100 hours is strictly an estimate. We do have a preference to use the same nurses because we require each temp brought in as part of this contract to have an orientation to our hospital rules, practices and policies in addition to any training they have already received. If we can have a ready pool of oriented temp staff, that would greatly help us in staffing for unexpected circumstances. We do not anticipate any long term assignments. There may be occasion, though rare, for us to need someone to fill for a vacation.

- 2) Page 6, II, B. Are each of the deliverables listed here to be provided upon award or are they to be submitted with the proposal?

Answer: The deliverables listed in Section II will be part of the contract but not necessarily part of the proposal.

- 3) P. 13, N. Please clarify what are considered “work samples”.

Answer: Providing actual work samples is optional.

- 4) P.14, 2, 3, 5 Please differentiate the information you are seeking in each of these sections, as well as the last sentence of 4. a. “It should further cite its ability to satisfy provisions of the Request for Proposal.”

Answer: We’re not going to be all inclusive in our response here but things you should address should include how you would interact with SELH to obtain orientation for your staff, how you provide documentation of competency for staff assigned to SELH, how you supervise staff assigned to SELH; and as part of 4.a. you should show your company’s credentials and experience in providing the types of services required in this RFP.

- 5) P. 14, C, iv. ----- is a division of ----- . Are we required to provide a statement of principal owners holding more than 5% interest including names and addresses?

Answer: Page 14, #4 c says “This section should also include the following information”. Therefore, you should include it. Failure to do so may affect the number of points you are awarded during the review process.

- 6) P. 15, l. Please clarify what is meant by identification of all assumptions or constraints on tasks.

Answer: In your proposal re: how you will meet the needs of SELH listed in the RFP, you should identify any assumptions you make or constraints you have or must impose in order to provide these services or bill for these services.

- 7) P. 16, 7., b Please clarify what is meant by “workload”.

Answer: How many hours per week the described staff is expected to work or may work for your agency, and any span of supervision exercised over subordinates.

- 8) How many vendors were awarded this contract during the last RFP process?

Answer: One

- 9) Who are the current vendors?

Answer: Advantage Nursing Services, LLC

- 10) How many vendors actually provided staff under the existing contract?

Answer: One

- 11) What have been the main issues or challenges with your current vendors?

Answer: This question is not pertinent to the RFP.

- 12) How many positions were filled with the contract staff?

Answer: There were no specific positions or numbers of positions filled or not filled as this was, and will continue to be, a temporary staffing contract used on an as needed basis.

- 13) How many positions were not filled?

Answer: There were no specific positions or numbers of positions filled or not filled as this was, and will continue to be, a temporary staffing contract used on an as needed basis.

14) Please provide current pricing by the vendor (s).

Answer:	RN	LPN	CNA
Orientation	\$0.00/hr	\$0.00/hr	\$0.00/hr
Weekdays	\$52.95/hr	\$38.95/hr	\$18.95/hr
Weekends	\$53.95/hr	\$39.95/hr	\$19.95/hr
Holidays	\$59.70/hr	\$44.75/hr	\$27.00/hr

Any overtime is billed at time and one half.

15) Do you have projections for what the volume of temp usage is going to be under this contract?

Answer: Approximately 100 hours per week depending on hospital need.

16) What is the total estimated budget for this contract?

Answer: The budget will be determined based on the contract award issued as a result of this RFP.

17) How many vendors do you expect to select?

Answer: Same answer provided in question # 19.

18) Is this a new RFP? If not who is the incumbent?

Answer: It is technically a new RFP but it follows an expiring one. The incumbent contractor is Advantage Nursing Services, LLC

19) How many providers will you be awarding contracts?

Answer: Same answer as was provided in question # 17.

20) The RFP references 100 hours per week average for services, can you clarify that? Does that mean you are looking for 100 hours per discipline (RN, LPN, CNA) or is the list all inclusive?

Answer: We are estimating a total need across all disciplines. The list is all inclusive.

21) Can you provide the number of hours used on the last contract per discipline?

Answer: We do not have that information compiled and readily available at this time.

22) Can you provide the rates for the current providers, per discipline?

Answer: Same answer as was provided in question # 14.

23) How many FTE are an anticipating to use for the length of this contract?

Answer: If we utilize the entire 100 hours per week (combined disciplines), then 2.5 FTE overall, but that is strictly based on numbers of hours provided and not by position nor by discipline.

24) How many agencies do you plan to choose?

Answer: One

25) Page 7, item #B7 – For this new contract – how much orientation is required and does the facility allow the agency to bill for the orientation?

Answer: We require off site review of materials plus 1 ½ to 2 days for orientation (12 – 16 hours) at the contractor’s expense. Additionally, we request 1 clinical day for clinical orientation and observation at the contractor’s expense.

26) Page 9, Item G 5 – Licensed and Non-Licensed Motor Vehicles: Since vehicles are not utilized in the course and scope of the service requested, why is proof of insurance being requested?

Answer: This is a standard recommended requirement from Office of Risk Management for state contracts.