

INVITATION TO RFP

Sealed RFPs, subject to the conditions contained herein, will be received by the ONEIDA COUNTY HEALTH DEPARTMENT until **1:30 pm** local time on **Friday April 28th, 2017** for:

Diagnosis and Testing of Sexually Transmitted Diseases RFP #2017-196

Specifications **MUST** be RECEIVED from the Oneida County Health Department, Attention: Nicole Sprague, 185 Genesee St. Utica, NY 13501, telephone: 315-798-5707 or downloaded from the Oneida County website at <http://www.ocgov.net> (Public Notice Section).

Copies of the described RFP may be examined at no expense at the Oneida County Health Department Office. The return envelope must be clearly marked with the RFP # and addressed to the Oneida County Health Department. The Oneida County Health Department reserves the right to reject any of all proposals received.

The County of Oneida, in order to promote its established Affirmative Action Plan, invites sealed bids from minority groups. This policy regarding sealed bids and contracts applies to all persons without regard to race, creed, color, national origin, age, sex, or handicap.

Patrice Bogan
Deputy Director of Health

Dated: April 10, 2017

Request for Proposal-#2017-196

GENERAL INFORMATION

Background:

The Oneida County Health Department (OCHD) is a full service health department of the County of Oneida, with its main offices located in Utica, New York. The OCHD is part of the County's public health infrastructure that provides the resources needed to deliver essential public health services.

Invitation to Bid:

The Oneida County Health Department, in order to fulfill its obligations under Section 2304 of the New York State Public Health Law, is seeking a clinic or other qualified provider to provide sexually transmitted disease services, testing, and treatment to residents of Oneida County as outlined in the New York State Sanitary Code (10 NYCRR Chapter I) and provide care following the most current CDC Guidelines. Diseases include Gonorrhea, Syphilis, Non-gonococcal Urethritis (NGU), Non-gonococcal (mucopurulent) Cervicitis, Trichomoniasis, Lymphogranuloma Venereum (LGV), Chancroid, Granuloma Inguinale, and Chlamydia trachomatis infection.

Term: May 1, 2017 through April 30, 2018 with two one-year options to renew.

Scope of Work:

Timely, complete and accurate reporting by providers:

- 1) Provider must comply with NYSDOH communicable disease reporting requirements

Clinical and Laboratory Services:

- 1) Services shall be provided in a confidential manner consistent with Section 2306 of the New York State Public Health Law
- 2) The general public may easily determine how to access and obtain STD services
- 3) Clinic facilities must be physically accessible in accordance with the Americans with Disabilities Act
- 4) Accessibility to public and/or private transportation from residential areas
- 5) Maintenance of written operating policies and procedures as required by Article 28 of the New York State Public Health Law
- 6) Service to high incident areas/populations
- 7) Offer operating times and hours that are sufficient to meet STD morbidity needs among the general population
- 8) Provide clinic hours and staffing sufficient to accommodate OCHD disease intervention specialist referrals and priority patients on a walk-in basis as per NYSDOH guidelines
- 9) Provide referral and follow-up for patients presenting with common STD-related problems and complications (e.g. pelvic inflammatory disease, adverse reactions to medication, desensitization for penicillin allergic pregnant woman with syphilis, follow-up on abnormal PAP smears, etc.) that cannot be addressed in the clinic setting
- 10) Provide HIV counseling, rapid and confirmatory HIV testing services to all public STD patients
- 11) Having established referrals for HIV care for those patients identified with HIV
- 12) Screening for high risk populations
- 13) Clinical staff possessing the appropriate licensing credentials commensurate with the level of care required to manage STD pursuant to Article 28 of the New York State Public Health Law
- 14) A system to assess patient satisfaction with services should be in place
- 15) Each clinic should have an on-site laboratory or the capacity to perform stat tests.
- 16) Prophylactically treat and test anyone reasonably believed to have been exposed to an STD/HIV.

Reporting Requirements:

- The Medical Director or designee of the County will conduct quality reviews of a representative sample of client records on an annual basis. Dates and times for these reviews will be mutually arranged
- Contractor will perform regular quality assurance audits and will share results of such audits with the agency

Compensation:

The Consultant would be compensated for these services at a billable rate per visit.

Sealed proposals will be accepted until 1:30PM on Friday April 28th, 2017. No late proposals will be accepted and the Health Department assumes no responsibility for proposals not received by the deadline.

Evaluation of Proposals:

Proposals received by 1:30PM on Friday April 28th, 2017, will be reviewed by a team of Health Department Staff members.

PROPOSAL SUBMISSION INFORMATION

Submission Date and Time: 1:30PM on Friday, April 28th, 2017

Clearly mark the submitted package with the appropriate title(s) of the RFP and the name of the individuals. Please submit one (1) original and (2) copies. Only those RFP responses received prior to the date and time indicated above will be considered. No e-mail or facsimile copies will be accepted. After the submission date and time specified above, responses must remain firm for a period of sixty (60) days.

Please submit one (1) original and two (2) copies to:

Nicole Sprague
Administrative Officer
Oneida County Health Department
Adirondack Bank Building, 5th floor
185 Genesee Street
Utica, New York 13501

LOCAL GOVERNMENT REPRESENTATIVE

Please direct all questions by email or in writing to:

Sandra Pejcic, Director of Clinic Services
Oneida County Health Department
406 Elizabeth Street
Utica, New York 13501
spejcic@ocgov.net

PROPOSAL REQUIREMENTS

All proposals must include the following:

1. Individual's name
2. Experience with scope of work
3. Compensation Proposal at a billable rate per visit
4. Qualifications
5. References