

**Request for Information 2013-0249-CORR/BT  
Santa Fe County Correctional Department Medical Services**

**Description**

Santa Fe County (County) is seeking information from healthcare service providers to gather information concerning the services provided to Correctional Facilities by such healthcare providers.

This notice is issued by Santa Fe County as a Request for Information (RFI). This is not a notice of solicitation and does NOT constitute a Request for Proposal, Invitation for Bid, or Request for Quotation. This RFI is for internal Santa Fe County planning purposes only and seeks to provide interested parties an opportunity to provide the County with information of healthcare services that could potentially be considered for services. This RFI is subject to the FAR Provision 52.215-3 entitled "Request for Information or Solicitation for Planning Purposes (OCT 1977)". In addition, this notice is not to be construed as a commitment by the County to enter into a contract, a lease, or any other arrangement, nor will the County pay for the information submitted in response to this request.

The County intends to use the information provided in response to the RFI to determine, in its sole discretion, the potential for alternative services as deemed appropriate and compatible with Santa Fe County programs and services for County residents.

The County reserves the right to briefly discuss with any respondent to this RFI information provided if deemed to be in the best interest of the County. The County may also explore potential short-term or long-term arrangements for services approved by the County.

**PURPOSE AND BACKGROUND**

The purpose of this RFI is to gather medical service information from interested correctional healthcare service providers regarding their perspective on and planned approach pertaining to various medical services available. The County operates a 640 bed facility with an average daily population of 550. This County operated facility serves the City of Santa Fe, the County of Santa Fe and has contracts with the surrounding counties and select Federal and Tribal agencies.

**TYPES OF USES SOUGHT AND LIMITATIONS**

The County of Santa Fe is interested in the types of healthcare services that are available for correctional operations in attaining and maintaining accreditation for standards set forth in the New Mexico Association of Counties, the American Correctional Association and National Commission on Correctional Health Care.

The County wishes to encourage a broad range of creative ideas in response to this RFI.

#### INFORMATION REQUESTED FROM INTERESTED PARTIES:

Responses are due to the Santa Fe County Purchasing Division by the requested date of **Friday, March 15, 2013** to be included for review. All submissions regarding this RFI received after March 15, 2013 may be excluded from review. Interested respondents may be scheduled to participate in a “round-table” open discussion to the Board of County Commissioners allowing for no more than a thirty (30) minute timeframe with the Board. The discussion will entail your firm’s approach and experience with providing various medical services to other Correctional programs to enable the County to fully understand proposed services as required to implement a medical services program.

Responses should include the following information as a minimum:

- Scope of healthcare services (medical / dental / mental health / psychiatry)
- Experience with providing various medical services to Correctional facilities

Discussions may include the Providers experiences with:

- Staffing requirements for all healthcare services
- On-site staffing requirements for all healthcare services
- Description of pharmaceutical operations, including licenses and certifications
- Ancillary services provided (Radiology, laboratory)
- Scope of Chronic Care / Emergency Care / Sick Call services provided
- Training provided to healthcare service providers
- Indemnifications provided for by the healthcare service provider
- Healthcare services continuous Quality Improvement program
- Suicide Prevention Program

#### PAGE LIMIT

Respondents are requested to limit their responses to no more than five (5) pages, not counting any supporting or other pre-printed materials that may be provided.

#### RESPONSE DEADLINE

Responses may be submitted either via hard copy to the following addressee, OR electronically to the email address shown for the Procurement Officer listed below.

Bill Taylor, Procurement Manager  
142 W. Palace Ave.  
P.O. Box 276  
Santa Fe, NM 87504-0276  
[wtaylor@santafecountynm.gov](mailto:wtaylor@santafecountynm.gov)

**Responses Should Be Submitted No Later Than 2:00 PM on Friday, March 15, 2013.** Responses to the RFI should be in accordance with the instructions above. Electronic submission is encouraged. Please provide two (2) copies of any written response if not submitted electronically.

#### QUESTIONS

If you have any questions, please send an email to the Procurement Officer listed above.

#### DISCLAIMER

Prospective offerors are advised that any information provided shall be deemed furnished with unlimited rights to the County, with County assuming no liability for the disclosure, use, or reproduction of such data. No proprietary information should be submitted. Respondents are advised that the County is under no obligation to acknowledge receipt of the information received, or provide feedback to respondents with respect to information submitted under this RFI. It is also emphasized that the requested information is for preliminary planning purposes only and does not constitute a commitment, implied or otherwise, that the County will solicit you for such procurement in the future. The County will not be responsible for any costs incurred by you or your company in furnishing this information.