

# DORCHESTER COUNTY

REQUEST FOR PROPOSALS

For

INMATE HEALTH SERVICES

Dorchester County  
Detention Center  
100 Sears Street  
St. George, SC 29477

PROPOSAL DUE DATE AND TIME: May 22, 2008, 3:00 PM  
**DORCHESTER COUNTY, SOUTH CAROLINA**

**REQUEST FOR PROPOSALS**

Dorchester County, South Carolina is requesting sealed proposals from qualified organizations to provide a comprehensive health care delivery system at the County Jail facility located in St. George, South Carolina. The County detention facility has an average current daily population of 270 combined male and female inmates.

Proposals must be received by **3:00 P.M. May 22 , 2008** in the Dorchester County Purchasing Department, 201 Johnston Street, St. George, SC 29477. **Proposals received after the designated time and date will be returned unopened.**

The County may reject any proposal not in compliance with all prescribed public bidding procedures and requirements, and may reject for good cause any or all proposals upon a finding of the County that it is in the public interest to do so.

Copies of the Request for Proposals document are available from the Dorchester County Purchasing Department by calling (843) 563-0142 or 832-0142. A copy is also available by e-mailing a request to [sstephensjr@dorchestercounty.net](mailto:sstephensjr@dorchestercounty.net) .

Dorchester County reserves the right to reject any and all proposals and to waive any and all informalities in the best interest of the County.

## **PROPOSAL TITLE: INMATE HEALTH SERVICES**

### **I: INTRODUCTION**

#### **I.1 SCOPE OF WORK**

Contractor shall be the sole supplier of the health services delivery system for the Dorchester County Jail. The responsibility of the Contractor for health services provision to the inmate commences with the commitment of the inmate to the custody of the Dorchester County Sheriff's Office and ends with the release of the inmate from custody. The responsibility of the Contractor shall include liaison and coordination with the Jail on matters of contract management and performance monitoring, communicable disease notification, and referral for after jail follow-up and treatment. The Proposer must be organized and existing for the primary purpose of managing and providing healthcare services.

#### **I.2 BACKGROUND**

The Dorchester County Jail is under the jurisdiction of the County's elected Sheriff. It has a staff of 62 and a 2006-07 budget of \$1.974 million. Operations include booking, lodging, confinement and feeding of approximately 3,400 inmates that are booked on an annual basis. Inmates' length of stay can be anywhere from just a few hours to over one year. The medical care cost for jail inmates for FY 2005-06 was \$254,900. The estimated cost for FY 2006-07 was \$300,000. The County maintains a 167 bed jail in St. George.

### **II. STATEMENT OF WORK**

#### **II.1 OBJECTIVES**

Each response will be evaluated as to its achievement and compliance with the following stated objectives:

- 1 To deliver high quality health care services that can be audited against established standards.
- 2 To operate the health care program in a cost-effective manner with reporting and accountability to the County Jail. The nursing staff must be on site 24 hours every day and Answer Annex facility questions by telephone on urgent matters.
- 3 To operate the health care program at full staffing using only licensed, certified and professionally trained personnel.
- 4 To maintain the health care program accreditation established by the National Commission on Correctional Health Care.
- 5 To implement a written health care plan with clear objectives, policies, procedures and annual evaluation of compliance. This will include liability coverage of \$1 million per claim and \$5 million annual aggregate and Indemnify and hold harmless the Sheriff and County should any medical litigation arise concerning medical care responsibility.
- 6 To maintain an open and cooperative relationship with the administration and staff of the Dorchester County Sheriff's Office.
- 7 To provide a comprehensive program for continuing staff education for custody and health services staff of the jail facilities.
- 8 To maintain complete and accurate records of care and to collect and analyze health statistics on a regular basis.
- 9 To operate the health program in a humane manner with respect to the inmate's right to basic health care services.

## **II.2 SERVICE SPECIFICATIONS**

Health care services must be provided in compliance with the STANDARDS FOR HEALTH SERVICES IN JAILS, 2003, established by the National Commission on Correctional Health Care (NCCHC). More specifically, the services provided must meet the standards to the extent required to maintain NCCHC accreditation. No language or description contained in the specifications that follow is intended, nor shall be interpreted, in such a way as to relieve the Proposer from its obligation to achieve or maintain NCCHC accreditation, which is a primary goal of these specifications. Additionally, the health services program must comply with Minimum Jail Standards as defined by South Carolina State Administrative Code, and the South Carolina Jail Standards. All inmates receiving services must remain in Dorchester County, South Carolina and cannot be transported to other counties or states for services. All services must be coordinated with the operational needs of the jail.

- 1 Contractor must recruit, interview, hire, train and supervise all health care staff and such health care staff must be adequate to meet all conditions and specifications of the contract. All health services staff providing services under this contract must be licensed to practice in the State of South Carolina and comply with all applicable South Carolina professional practice act regulations, and able to pass a criminal background check. At a minimum, a full-time 24 hours daily. The contractor also will have a Medical Team Administrator that shall work day shifts on week days as a day shift nurse. , on-site Registered Nurse or other qualified medical provider shall be provided who shall have general responsibility for the successful delivery of health care for the Dorchester County Jail, pursuant to this solicitation and final contract. The County reserves the right to conduct security clearances on all health services staff recruited to work in the jail.
- 2 Contractor shall provide a Registered Nurse to complete medical clearance triage on all individuals brought to the Dorchester County Jail in accordance with the established rejection criteria mutually approved by the Contractor and the County.
- 3 Contractor shall perform a Receiving Health Screening on all new commitments to the Dorchester County Jail within two (2) hours of arrival and before the inmate enters the general population of the facility. The screening shall be completed by a Registered Nurse and shall comply with all NCCHC requirements for intake screening.
- 4 Contractor shall perform a comprehensive Health Assessment on all inmates within fourteen (14) calendar days of arrival of the inmate at the Dorchester County jail. Such assessment shall be performed by qualified health professional and meet all requirements stipulated by the NCCHC standard for fourteen-day

## Health Assessment.

5 Contractor shall identify the need, schedule, coordinate and pay for all non-emergency and emergency health care rendered to inmates inside or outside the Dorchester County Jail. Contractor shall administer first responder emergency medical care to any employee or visitor of the Dorchester County Jail who requires such care.

6 Contractor shall identify the need, schedule, coordinate and pay for any inpatient hospitalization of any inmate of the Dorchester County Jail, subject to the defined catastrophic limits of \$40,000.00. This includes all institutional charges, physician charges and any and all additional charges. This also includes responsibility for making emergency arrangements for ambulance service to the inpatient facility and reimbursement to the local ambulance organization for the services provided.

7 Contractor shall identify the need, schedule, coordinate and pay for all physician services rendered to inmates inside or outside the Dorchester County Jail. At a minimum, Contractor shall identify a "responsible physician" who shall conduct sick call and generally provide such care as is available in the community. The "responsible physician" or another covering physician shall be on call seven (7) days per week, twenty-four (24) hours per day for emergency situations. The "Responsible Physician shall see Inmates in St. George Main Facility three times per week for three hours per visiting day. (willing to include Physician assistants)

8 Contractor shall identify the need, schedule, coordinate and pay for all support diagnostic examinations, both inside and outside the jails. Contractor shall also provide and pay for all laboratory services, as medically indicated.

9 Contractor shall provide the necessary follow-up for health problems identified by any of the screening tests or laboratory tests. This would include inpatient or outpatient hospitalization, appropriate monitoring and prescription of medications, consultations with specialty physicians, etc.

10 Contractor shall provide emergency dental services for the entire inmate population. Contractor shall provide a total pharmaceutical system for the Dorchester County Jail beginning with prescribing the medication, the filling of the prescription, the dispensing of medication, and the necessary record keeping. The Contractor shall be responsible for the costs of all drugs administered. The system shall include prescription medications and over-the-counter medications. All prescription medications shall be prescribed by a licensed professional and shall be administered as required by law. All controlled substances, syringes, needles and surgical instruments will be stored under security conditions acceptable to the County. All prescriptions must be obtained within 24 hours of prescriptions being written by hospital physician or "Responsible Physician". The pill pass for inmates will take place at the Nurse's Office each time medication is passed out. An officer will be present during pill pass. The time of the Pill Pass will be standardized so Officer Support will not become an issue. The nursing staff will record any medication given to an inmate in the inmate's medical folder even if it is over the counter.

11 Contractor shall provide and pay for all equipment and supplies used in the health care delivery system administered under this contract.

12 Contractor shall furnish and pay for all medically necessary prosthetic devices and appliances and eyeglasses.

13 Contractor shall maintain complete and accurate medical and dental records separate from the confinement records of the inmate. In any criminal or civil litigation where the physical or mental condition of an inmate is at issue, Contractor shall provide the County with access to such records and, upon request, provide copies.

14. Contractor shall provide a consultation service to the County on any and all aspects of the health care delivery system for the Dorchester County Jail including evaluations and recommendations concerning new programs, alternate pharmaceutical and other systems, and on any other matter relating to this contract upon which the County seeks the advice and counsel of the Contractor.

15. Contractor shall be responsible for providing mental health services to the inmate population. Such services shall include evaluation by a qualified mental health professional of mental health problems identified upon intake into the jail system within twenty-four (24) hours; crisis intervention and management of acute psychiatric episodes; stabilization of the mentally ill and prevention of psychiatric deterioration in the jail setting; and elective therapy services and preventive treatment as appropriate. Services shall include the identification, treatment and referral of individuals deemed a danger to self or others and requiring inpatient services; medication evaluation and monitoring. Contractor shall supply Mental Health provider to evaluate Inmates three times per week every other week.

16. Contractor shall provide comprehensive health issues in jails training for Sheriff's Office staff as well as

continuing training updates on current, pertinent jail health issues.

17. Contractor shall provide identification, testing, counseling, education, care and treatment and follow-up HIV/AIDS and AIDS related conditions. This responsibility shall include the provision of payment for AZT and other AIDS related medications.

18. Contractor shall provide identification, testing, counseling, education, care and treatment and follow-up of MRSA and related conditions. This responsibility shall include the provision of payment for medical care and pharmaceuticals.

19. Contractor shall be responsible for the handling and disposal of medical waste in accordance with state and local regulations.

20. Base proposal is cap of 270 as monthly average. A per diem charge of \$1.85 per inmate above base of 270.

21. For special diets the "Responsible Physician" shall write orders for any inmate dietary requirements (in the inmate medical folder) that deviate from daily inmate menu.

### **II.3 GENERAL CONTRACT REQUIREMENTS**

The Contractor must agree to maintain accurate financial reports that conform to generally accepted accounting principles which will be available for audit by County and State auditing staff.

The Contractor must comply with all applicable Federal, State, County and local statutes, rules, and funding criteria governing services, facilities, and operation.

The Contractor shall agree to satisfy all Federal, State and County contract requirements concerning the provision of liability insurance coverage, professional liability insurance, fidelity bond and Worker's Compensation coverage as applicable.

The Contractor must comply with all applicable rules, regulations, statutes and guidelines for maintaining client confidentiality (available from the Department of Health and Human Services by request).

The Contractor must coordinate with the operational needs of the jail.

### **III: INFORMATION/INSTRUCTIONS TO PROPOSERS**

#### **III.1 Qualification Requirements**

Each responsible Proposer shall respond to the "Required Proposal Submittals" as presented in Section IV of this Request Proposal. Proposals received without the required information may be rejected as not being responsive.

The County shall have the right to disqualify any Proposal as a result of the information gathered in its research.

#### **III.2 Pre-proposal Interpretation of Contract Documents**

If any person who contemplates submitting a Proposal for the Services Contract finds discrepancies in or omissions from, or is in doubt as to the true meaning of any part of the RFP document, he shall submit to the Dorchester County Purchasing Department a written request for a clarification or interpretation thereof not later than ten (10) working days before the RFP closing date.

Only clarification or interpretation of the Proposal documents or Services Contract made by written notification will be binding. Oral and other interpretations or clarifications will be without legal effect. Changes to this RFP document shall only be by written addendum. A copy of each addendum will be mailed or delivered to each person receiving an RFP document.

Any addenda so issued are to be considered a part of the RFP document.

The County is not responsible for any explanation, clarification, interpretation, or approval made or given in any manner, except by addenda.

### **III.3 Execution of the Proposal**

The Proposal must be signed by a person authorized to bind the Proposer to the Proposal.

If the Proposal is made by a partnership, it shall be executed in the name of the partnership followed by the signature of an authorized partner.

If the Proposal is made by a corporation, it shall be executed in the name of the corporation followed by the signature of the officer authorized to sign for the corporation and the printed or typewritten designation of the office he holds in the corporation.

If the Proposal is made by a joint venture, it shall be executed by each participant of the joint venture.

### **III.4 Submission of Proposals**

To be considered for this project, 1 original and 5 copies of each Proposal must be submitted to the Dorchester County Purchasing Department, 201 Johnston Street, St. George, South Carolina 29477. Envelope should be clearly marked: Inmate Health Services.

Deadline for receipt of all Proposals submitted shall be physically received no later than May 22, 2008. NO Proposals shall be accepted after 3:00 p.m., May 22, 2008.

No facsimile Proposals allowed.

Dorchester County reserves the right to solicit additional information from the Proposers, or any one Proposer should Dorchester County deem such information necessary.

### **III.5 Withdrawal of Proposal**

At any time prior to the date and hour set for the receipt of Proposals, a vendor may withdraw his Proposal. Withdrawal will not preclude the submission of another Proposal prior to the hour and date set for the opening of the Proposal.

### **III.6 Notice to Proceed**

TIME IS OF THE ESSENCE IN THE PERFORMANCE OF THIS CONTRACT(S). It is County policy to give the Contractor ten (10) calendar days to execute the Contract and return it to the County. Contractual work may not begin until the Notice to Proceed has been issued. The County will issue the Notice to Proceed after execution of the Personal Services Agreement by the County. The Notice to Proceed will state the date work under this Contract shall begin. After Contractor begins work, Contractor shall continue to completion without interruption, unless work suspension is approved in writing by the County.

### **III.7 Contract Term**

Any Agreement initiated as a result of this RFP will be effective for the period through and including June 30, 2012. The maximum term will be five (5) years.

The Agreement may be terminated any time by either party subject to a thirty (30) day written notice of such termination on the other.

### **III.8 Agreement for Professional Services**

A SAMPLE Agreement for Personal Services is included in the RFP documents as EXHIBIT A. If a Contract is awarded, it is anticipated that the Personal Services Agreement will closely approximate this document to include "supporting documents". The "supporting documents" will include, but are not limited to, the RFP Document, the Proposer's written Proposal, any required certificates and all other documents incorporated by reference therein. Firms taking exception to any of the Contract terms should indicate the same in their Proposals or their exceptions will be deemed waived.

### **III.9 Dorchester County Reserves the Right to:**

- 1 Reject any or all Proposals or any portion thereof, or to select the Proposal which, in its sole opinion, is in the best interest of the County. Proposals are subject to rejection if any omissions, conditional proposals, or irregularities of any kind exist.
- 2 Accept a Proposal and subsequent offers for Contract from other than the lowest cost proposed.
- 3 Consider Proposals or modifications received at any time before the award is made, if such action is in the best interest of the County.
- 4 Waive or modify any irregularities in Proposals received, after prior notification to the Proposer.
- 5 Cancel the procurement or reject any Proposals or portions thereof in accordance with ORS 279B.100.
- 6 Base awards with due regard to quality of services, experience, compliance with specifications, and other such factors as may be necessary in the circumstances.
- 7 Make the award to any Proposer whose Proposal, in the opinion of management and the Board, is in the best interest of the County.
- 8 To negotiate contract terms and conditions.

### **III.10 Contract Administrator**

The Purchasing Department is the Administrator for this Contract.

### **III.11 Incurring Costs**

Dorchester County will not be liable for any cost incurred by Proposers prior to issuance of an Agreement, Contract, or Purchase Order. All Proposals and related documents will become the property of Dorchester County.

### **III.12 Addenda**

In the event that it becomes necessary to revise any part of this Request for Proposal, addenda will be provided to all prospective Proposers who have been issued an RFP document through the County's Purchasing Department.

### **III.13 Response Date**

In order to be considered for selection, Proposals must arrive at the Purchasing Department in the manner and on or before the date specified in the RFP solicitation. Proposers mailing Proposals should allow normal mail delivery time to ensure timely receipt of their Proposals.

### **III.14 Acceptance of Proposal Content**

The contents of the Proposal of the successful Proposer will become contractual obligations if acceptance action ensues. Failure of the successful Proposer to accept these obligations in a Professional Services Agreement may result in cancellation of the award.

### **III.15 Economy of Preparation**

Proposals should be prepared simply and economically, providing a straightforward, concise description of Proposer's capability to satisfy the requirements of the Request for Proposal. Special bindings, colored displays, promotional materials, etc. are not desired. Emphasis should be on completeness and clarity of the content.

### **III.16 Public Records**

This Request for Proposal and one copy of each original response received, together with copies of all documents pertaining to the award of a Contract, shall be kept by Dorchester County for a period of five (5) years and made a part of a file or record which shall be open to public inspection.

If the Proposal contains any information that the Proposer does not want disclosed to the public or used by the County, for any purpose other than evaluation of his offer, each sheet of such information must be marked clearly with the following legend:

**THIS MATERIAL IS TO BE HELD CONFIDENTIAL**

A non-disclosure form must be signed and attached to the RFP Response. The above restriction may not include cost or price information which must be open to public inspection. The County will keep information confidential to the extent permissible under the law. All RFP responses shall be held confidential, in total, until the Board of County Commissioners approves a recommendation for the award of a Contract.

### **III.21 Forfeiture of the Contract**

The Contract may be canceled at the election of Dorchester County for any willful failure or refusal to faithfully perform the Contract according to its terms as herein provided.

### **III.22 Proposal Requirements**

If a Contractor is unable or unwilling to meet any County RFP requirements, an explicit statement to that effect must be made in the Proposal as an exception.

Unless so stated by the Proposer, Dorchester County will assume that all requirements have been met and shall hold the Proposer to each part of the specifications. Any informal communications prior to the Proposal due date cannot and shall not be construed as an approval of the acceptability of any deviation from these specifications and conditions.

### **III.23 Non-Assignment**

If a Contract is awarded, it shall not be assigned in part or in total without prior approval by the County.

### **III.24 Liability**

If a Contract is awarded, the successful Proposer must provide a certificate of coverage at the time of Contract execution, proof of insurance coverage with limits not less than \$1,000,000 for comprehensive general liability and \$1,000,000 for medical malpractice.

### **III.25 Clarification of Responses**

The County reserves the right to obtain clarification of any point in the Proposal Response or to obtain additional information if necessary to properly evaluate a particular Proposal. Failure to respond to such a request for additional information or clarification may result in rejection of that firm's Proposal.

### **III.26 Period Proposal Shall Remain Valid**

All Proposals shall remain firm for a period of 180 calendar days after date specified for receipt of Proposals.

### **III.27 Notification of Intent to Award Contract**

All respondents will be notified of the Proposal Evaluation Committee's recommendation and the County's intent to award a Contract.

The Notice of Intent to Award a Contract will be directed to the person who has signed the Proposal on behalf of the Proposer.

### **III.28 Equal Employment Opportunity/Affirmative Action Policy**

It is the policy of Dorchester County to promote equal opportunity to all persons regardless of race, color, religion, national origin, sex, age, or handicap, in respect to employment, housing, and public services facilities, and accommodations. This policy is reinforced by obligations assumed by the County as a condition of receipt of federal and state funds. This policy thus becomes an obligation, which must be assumed by the Contractor as well.

## **IV. PROPOSAL REVIEW AND SELECTION PROCESS**

Proposals will be reviewed by a panel selected by the County. No individual will participate in a Review Panel if they are affiliated with any of the organizations submitting Proposals.

The award recommendation will be presented to the Review Panel for their review and acceptance. A Notice of Intent to Award will be sent to all Proposers a minimum of one (1) week prior to the Board meeting.

After the Panel's action, the firm and the Sheriff's Office /County will enter into a standard County Professional Services Agreement incorporating the terms and conditions of this RFP document and the response of the successful firm.

## **V. REQUIRED PROPOSAL SUBMITTALS**

Proposers shall provide one (1) original and five (5) copies of Proposals in a sealed envelope marked: PROPOSAL FOR INMATE HEALTH SERVICES. Proposers shall submit their Proposals to the Purchasing Department, 201 Johnston Street, St. George, South Carolina 29477 by 3 p.m. May 22, 2008. Proposals received after this closing date and time will not be considered. Delivery to an office other than the office identified above is not acceptable.

The Proposal shall include:

- 1 All Proposal response forms, including the signed and dated certification and offer sheet, references, format and responses as indicated in the Proposal Instructions. All addenda must be acknowledged on the certification and contract offer.
- 2 A statement of the insurance coverage your firm has in effect or can obtain for this Agreement.

## **VI. PROPOSAL INSTRUCTIONS**

**VI.1. Proposal Format.** The required format described below is intended to encourage concise, clear responses to the evaluation criteria. Proposers should complete the attached Proposal Form (Certification and Contract Offer). Attachments are allowable only if required to verify organizational partnerships or participation related specifically to the Proposal. The format for the proposal narrative is as follows:

1. **Corporate Experience.** Contractor is to respond in detail to the following:
  - A. Demonstrate experience in correctional health care. Corporate experience (not individual) must be demonstrated which meet the qualifications of the RFP for any points to be awarded.
  - B. Demonstrate experience in providing correctional health care programs in facilities with inmate populations of at least sixty (60) inmates.
  - C. Demonstrate experience in obtaining and maintaining National Commission of Correctional Health Care (NCCHC) accreditation. Proposer must demonstrate having obtained NCCHC accreditation (not individuals with prior experience with other company (s)).
  - D. Demonstrate at least five (5) years continuous years of corporate experience (not individual) in administering correctional health care programs (medical and/or mental health) and at least three (3) years of previous experience in jail facilities of a size comparable to the Dorchester County detention system.
2. **References.** Proposer shall submit a minimum of six (6) references for existing contracts. References shall demonstrate a minimum of three (3) complete years of satisfactory service at their facility or system. References should include facilities of comparable size.
3. **Program/Design Strategy.** Proposers shall demonstrate their understanding of the project requirements by providing responses to the following:
  - A. Demonstrate the ability to provide for a thirty (30) day start-up (full program implementation within thirty (30) days of signing the contract); that it has a proven system of recruiting staff; and, that it has an adequate support staff in its central office capable of competently supervising and monitoring its operation for the Dorchester County Jail. Provide an adequate staffing plan.
  - B. Describe your program model and service strategy. Indicate clearly what the measurable service objectives and outcomes will be. Describe the method that will be used to assure complete staffing including organizational chart.
  - C. Explain how you will insure that limited English proficient (LEP) clients receive services equal to those offered to English speaking clients.
4. **Corporate Capability.** Describe your structure, stability, service history, and previous contract experience and include a list of jail contracts for the past three (3) years. The proposing company (not parent company) must submit the previous two (2) years financial information as well as most current year-to-date results.

5. **Price Structure/Budget Narrative.** All Proposals will be rated from the common reference point of a total dollar figure for delivery of a complete health program for each year and the total contract period.
- A. All Proposals must contain a specific price per month for a population of approximately Two Hundred Seventy (270) inmates for all health care services rendered under this contract if the Proposer wishes to state one (1) price per month for the first year of the contract and another for the subsequent years, that is acceptable. Any other exceptions to the specific price per month shall be stated, such as per diem charge for an unusual increase in average daily population.
  - B. This allocation of certain costs shall be considered an exception to the general rule that the Proposer is responsible for all health care services.
  - C. The County may be willing to share the responsibility for the costs of health care in certain specific areas in order to assist the Proposer in predicting its costs and potential liabilities. The Proposer should indicate how they will provide innovative and cost-effective pricing while providing opportunities to share in cost savings with the County.
  - D. Proposer may submit more than one (1) price structure. Describe each price structure in detail.
6. **Performance Bond.** Proposer must provide a performance bond of twenty-five percent (25%) of the first year contract amount within fourteen (14) working days from receipt of the Notice of Intent to Award. The surety company must be licensed to do business in the State of South Carolina. The selected Proposer must maintain a performance bond in the amount stated above for the duration of the contract.

**VII. EVALUATION CRITERIA**

Each evaluation criteria has been assigned points based on its relative value to the contract as a whole. The criteria and the associated points are listed in the table below:

	<b>EVALUATION CRITERIA</b>	<b>ASSIGNED POINTS</b>
1.	<b>CORPORATE EXPERIENCE.</b> Each Proposer will be evaluated in four (4) primary areas. a. Experience in correctional health care. b. Experience in providing correctional health care programs in facilities with inmate populations of at least two hundred fifty (250) inmates. c. Experience in obtaining and maintaining National Commission of Correctional Health Care (NCCHC) accreditation. d. Demonstrate at least five (5) years continuous years of corporate experience (not individual) in administering correctional health care programs (medical and/or mental health) and at least three (3) years of previous experience in jail facilities of a size comparable to the Dorchester County detention system.	<b>35</b>

2.	<p><b>PROGRAM/DESIGN STRATEGY.</b> Each proposal will be carefully evaluated to determine the following: a. Proposer understands the project requirements including an adequate staffing plan. b. Proposer's ability to clearly describe how the proposed program will meet the program requirements and project objectives. c. Ability to provide services to all clients, including limited English proficient clients (LEP).</p>	<b>25</b>
3.	<p><b>CORPORATE CAPABILITY.</b> Each Proposal will be evaluated carefully in the following areas: a. Describe your corporate structure, service history and previous contract experience. b. Demonstrate your financial stability.</p>	<b>15</b>
4.	<p><b>PRICE STRUCTURE / BUDGET NARRATIVE.</b> Specific reference will be made to the following areas: a. Lowest base price for base inmate population (ADP). b. Lowest per diem costs above base ADP. c. Describe your strategies for cost containment. d. Describe any budget anomalies not clearly identified elsewhere in the proposal. Explain how you know your financial reporting system meets the requirements of generally accepted accounting principle.</p>	<b>25</b>
	<b>TOTAL POINTS</b>	<b>100</b>

References will be contacted and rated based upon their satisfaction with services provided.

**PROPOSAL FORM (Required)  
(CERTIFICATION AND CONTRACT  
OFFER)**

**DORCHESTER COUNTY SOUTH CAROLINA**  
**REQUEST FOR PROPOSAL**  
**for**  
**INMATE HEALTH SERVICES**

Proposal Due Date: May 22, 2008

To Dorchester  
County St.  
George, South  
Carolina

The undersigned Proposer warrants that he has carefully examined the Request for Proposal documents for providing the service described as follows:

**Inmate Health Services**

The Proposer warrants that Proposer has made such investigation as is necessary to determine the complexities and requirements of Dorchester County and, if Proposer's Proposal is accepted, Proposer will contract with Dorchester County, in the form of Dorchester County's Personal Services Agreement, to provide the required services as specified in the Request For Proposal document. The Proposer further warrants that the terms and conditions contained within the Request for Proposal document, which are, by reference, incorporated herein in their entirety, are acceptable for the Proposer and will be incorporated into any Personal Services Agreement resulting from award of this procurement and that such terms and conditions take precedence over any conflicting terms and conditions in Proposer's Proposal.

The Proposer submits and proposes the fee schedule provided within the Proposal as required within the Request for Proposal document. This Proposal shall be effective for a period of one hundred eighty (180) days from the RFP closing date.

The Proposer hereby certifies that this Proposal is genuine and that it has not entered into collusion with any other vendor(s) or any other person(s).

The Proposer hereby certifies that it has not discriminated and will not discriminate against any minority, women or emerging small business enterprises in obtaining any required subcontract per ORS 279A.110.

The Proposer certifies to the best of its knowledge and belief that neither it nor any of its principals are presently debarred, suspended, proposed for debarment, or declared ineligible from submitting bids or proposals by any federal, state or local entity, department or agency.

The Proposer certifies that neither it nor any of its principals have within a three-year period preceding this Proposal, been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting

to obtain, or performance of a public (federal, state, or local) contract or subcontract, violation of federal or state antitrust statutes relating to the submission of offers, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property.

The Proposer certifies that neither it nor any of its principals are presently indicted for, or otherwise criminally or civilly charged by a governmental entity with commission of any of the offenses enumerated in the above paragraph.

The Proposer certifies that neither it nor any of its principals have within a three-year period preceding this Proposal, had one or more contracts terminated for default by any federal, state, or local public agency.

Name of Proposer: \_\_\_\_\_ Date: \_\_\_\_\_

Tax Identification Numbers: \_\_\_\_\_

Signature of authorized person: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

Business Phone and FAX numbers: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Is the Proposer a resident bidder? \_\_\_\_\_ Yes \_\_\_\_\_ No