

	Lander University Request for Proposal Amendment 1	Solicitation Number Date Issued Procurement Officer Phone E-Mail Address	RFP-SP-535-05-14-2024 05/02/2024 Scott Pilgrim (864) 388-8698 spilgrim@lander.edu
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DESCRIPTION: MEDICAL SERVICES PROVIDER 2024

The Term "Offer" Means Your "Bid" or "Proposal".

SUBMIT OFFER BY (Opening Date/Time): **5/14/2024 1:00 pm EST**

QUESTIONS MUST BE RECEIVED BY: ~~4/30/2024 12:00 Noon~~ See "Questions From Offerors" provision

NUMBER OF COPIES TO BE SUBMITTED: **One Original and three (3) Hardcopies Plus (1) Electronic Copy**

Offers must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior.

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS:
Lander University
Procurement Services CPO 6023
Greenwood, S.C. 29649

PHYSICAL ADDRESS:
204 W Henrietta Ave
Building FO 2, Room 212
Greenwood, S.C. 29649

See "Submitting Your Offer" provision

CONFERENCE TYPE: N/A DATE & TIME: N/A	LOCATION: N/A
As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions	

AWARD & AMENDMENTS	Award will be posted at the Physical Address stated above on 05/21/2024 . The award, this solicitation, and any amendments will be posted at the following web address: http://www.lander.edu/solicitations
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You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date.

NAME OF OFFEROR (Full legal name of business submitting the offer)	OFFEROR'S TYPE OF ENTITY: (Choose one) <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation (tax-exempt) <input type="checkbox"/> Corporate entity (not tax-exempt) <input type="checkbox"/> Government entity (federal, state, or local) <input type="checkbox"/> Other _____ (See "Signing Your Offer" provision.)
AUTHORIZED SIGNATURE (Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)	
TITLE (Business title of person signing above)	
PRINTED NAME (Printed name of person signing above)	
DATE SIGNED	

Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the offeror above. An offer may be submitted by only one legal entity. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, i.e., a separate corporation, partnership, sole proprietorship, etc.

STATE OF INCORPORATION (If offeror is a corporation, identify the state of Incorporation.)	
TAXPAYER IDENTIFICATION NO. (See "Taxpayer Identification Number" provision)	STATE VENDOR NO. (Register to Obtain S.C. Vendor No. at www.procurement.sc.gov)

HOME OFFICE ADDRESS (Address for offeror's home office / principal place of business)	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)
	_____ Area Code - Number - Extension Facsimile _____ E- mail Address

PAYMENT ADDRESS (Address to which payments will be sent.) (See "Payment" clause)	ORDER ADDRESS (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)
_____ Payment Address same as Home Office Address _____ Payment Address same as Notice Address (check only one)	_____ Order Address same as Home Office Address _____ Order Address same as Notice Address (check only one)

ACKNOWLEDGMENT OF AMENDMENTS Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)							
Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

DISCOUNT FOR PROMPT PAYMENT (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	_____ Calendar Days (%)
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PREFERENCES - A NOTICE TO VENDORS (SEP. 2009): On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at www.procurement.sc.gov/preferences. ***ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES.*** [11-35-1524(E)(4)&(6)]

PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE: Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)&(ii)) or the Resident Contractor Preference (11-35-1524(C)(1)(iii)). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).

_____ In-State Office Address same as Home Office Address
 _____ In-State Office Address same as Notice Address (check only one)

AMENDMENTS TO SOLICITATION (MODIFIED) (a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of amendments: <http://www.lander.edu/solicitations> (b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two, (3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment. (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

ALL OTHER TERMS, CONDITIONS, BIDDING INSTRUCTIONS, AND SPECIFICATIONS REMAIN UNCHANGED. IF THERE ARE ANY QUESTIONS OR IF ANY CONFUSION OR UNCERTAINTY ARISES AS A RESULT OF THIS AMENDMENT, IT IS THE SOLE RESPONSIBILITY OF THE OFFEROR TO CONTACT THE PROCUREMENT OFFICER FOR CLARIFICATION. CONTACT INFORMATION CAN BE FOUND IN THE TOP RIGHT HAND CORNER OF THE COVER PAGE OF THIS AMENDMENT.

QUESTIONS FROM OFFERORS - AMENDMENT (MODIFIED) THE SOLICITATION IS AMENDED AS PROVIDED HEREIN. INFORMATION OR CHANGES RESULTING FROM QUESTIONS WILL BE SHOWN IN A QUESTION-AND-ANSWER FORMAT. ALL QUESTIONS RECEIVED HAVE BEEN REPRINTED BELOW. "LANDER'S RESPONSE" SHOULD BE READ WITHOUT REFERENCE TO THE QUESTIONS. THE QUESTIONS ARE INCLUDED SOLELY TO PROVIDE A CROSS-REFERENCE TO THE POTENTIAL OFFEROR THAT SUBMITTED THE QUESTION. QUESTIONS DO NOT FORM A PART OF THE CONTRACT; "LANDER'S RESPONSE" DOES. ANY RESTATEMENT OF PART OR ALL OF AN EXISTING PROVISION OF THE SOLICITATION IN AN ANSWER DOES NOT MODIFY THE ORIGINAL PROVISION EXCEPT AS FOLLOWS: UNDERLINED TEXT IS ADDED TO THE ORIGINAL PROVISION. STRICKEN TEXT IS DELETED. [02-2A097-1]

Vendor Questions:

1. How are you currently providing these services to your students?
LANDER'S RESPONSE: We currently provide physician care to our students at a remote location after assessment and referral onsite by registered nurses or mental health therapists. The current provider serves as medical director. We are not currently able to provide services listed under the "ideal provider."
2. What are the existing staffing models on site?
LANDER'S RESPONSE: We have an executive director, who is a registered nurse, 2 additional nurses, and 4 mental health therapists.
3. What onsite support staff will be available to assist with appointments?
LANDER'S RESPONSE: Onsite staff will be available to assist when provider is on campus to provide services.
4. How do you currently schedule patients for medical appointments?
LANDER'S RESPONSE: Patients are assessed by either a registered nurse or mental health therapist and, if needed, referred to a contracted physician for additional care. This visit and basic testing is covered by our contract. Any additional tests or referrals are the financial responsibility of the student.

5. Will onsite staff be responsible for scheduling patients?
LANDER'S RESPONSE: Yes, onsite staff will work with the provider to schedule patients.
6. Which EHR do you currently utilize? Will this be used for the future program?
LANDER'S RESPONSE: We do not currently use an EHR.
7. What is your process for e-prescribing?
LANDER'S RESPONSE: We do not e-prescribe. We call in approved prescriptions to Walmart per current orders.
8. Do you have a scheduling platform, or do expect this to be included with the program?
LANDER'S RESPONSE: We do not have a scheduling platform.
9. How do you currently schedule patients for medical appointments?
LANDER'S RESPONSE: Students may walk into our clinic at any time to be assessed by a registered nurse. If additional care is required, we contact the provider to schedule an appointment. Students are seen by mental health therapists by appointment. If a medication evaluation is needed, the therapist contacts the provider to schedule an appointment.
10. Do you have a video platform, or is this something that is expected to be supplied by vendor?
LANDER'S RESPONSE: We currently use Microsoft Teams.
11. Are there any technology teams or IT support staff within the University that can help with the program?
LANDER'S RESPONSE: Lander University ITS provides support for Microsoft Teams.
12. For telehealth visits, will patients be presenting from home, or coming into the clinic?
LANDER'S RESPONSE: Most likely, Health Services patients will present from home and Counseling Services patients will present in clinic with their therapist present.
13. If coming into clinic, does the site have the necessary telehealth peripherals to support visits?
LANDER'S RESPONSE: We utilize Microsoft Teams.
14. What are the preferred clinic hours? Do you expect standard 8-5 clinic hours as well as evening appointments and weekend appointments?
LANDER'S RESPONSE: Preferred Hours are 8-5, Monday-Friday. We are flexible with scheduling evening/ weekend availability.
15. What is the anticipated volume of patients per day?
LANDER'S RESPONSE: We currently average around 3600 visits in our Wellness Center. Historically, about 20% of those seen require referral to a physician for additional care.
16. What is the expectation for "topical wellness days?"- Is this an onsite day or telehealth day? How would you like this component structured?

LANDER'S RESPONSE: For topical wellness days, we are expecting the provider to provide additional care, education, or opportunities on topics that we are currently seeing in clinic. For example, we regularly see spikes in STD/STIs. During that month, we would like to see an onsite clinic devoted to STD/STI testing. We also have Peer Educators who are available to assist in providing educational material on STD/STIs during that clinic.

17. Are you looking for the vendor to Provide “virtual visits for medication evaluations for mental health diagnosis by mental health providers”, or are our providers supposed to work in coordination to refer patients for mental health evals.

LANDER'S RESPONSE: An ideal provider would utilize the information provided by our therapist to assist with medication evaluations. For follow-up, the ideal provider would meet virtually with the patient and their therapist.

18. Are you open to more than one provider for coverage?

LANDER'S RESPONSE: No. The solicitation states AWARD TO ONE OFFEROR (JAN 2006): Award will be made to one Offeror. [06-6040-1]

19. Do they need to be living in SC?

LANDER'S RESPONSE: Yes

20. What certifications does the provider need to have?

LANDER'S RESPONSE: The provider should be licensed and certified to assess and treat patients, provide testing and prescriptions, and serve as medical director for our clinic.

21. Can they choose which days they come into the clinic?

LANDER'S RESPONSE: We are flexible in deciding which days the provider comes into the clinic.

22. What are the shift times?

LANDER'S RESPONSE: Wellness staff works Monday-Friday, 8am-5pm.

23. Do they need mental health/behavioral health background since they are collaborating with mental health diagnosis?

LANDER'S RESPONSE: Not necessarily. The provider must be able to collaborate with therapists to determine the best care plan for the patient.

24. V. Qualifications, page 18. (3) states “**Corporate subsidiaries are cautioned that the financial capability of an affiliated or parent company will not be considered in determining financial capability**”; however, we may elect to consider any security, e.g., letter of credit, performance bond, parent-company corporate guaranty, that you offer to provide Instructions and forms to help assure acceptability are posted on procurement.sc.gov, link to “Standard Clauses & Provisions.” [05-5005-2]” Is there any instance where your company would consider “letter of credit, performance bond, parent-company Corporate guaranty”? “inquiring vendor” does not provide these securities and would not be able to comply with this request.

LANDER'S RESPONSE: See Section V. Qualifications.

25.V. Qualifications, page 17-18, Do we need to provide proof of financial capability with our proposal, and if so, what documents would you need us to provide? “Inquiring vendor” is a privately owned company and does not publicly disclose any financial information; therefore, if financial information is required, this information would need to be held in strict confidence and only viewed by personnel within your organization that would be responsible for determining financial capability and must never be disclosed publicly in any form.

LANDER’S RESPONSE: See Section V. Qualifications.