Listed below are vendor questions that were received prior to the requested deadline and the corresponding answers for RFB# AA17-RH-5149 – Contract: Temporary Healthcare Professionals for University Health Services per the following specifications or approved equal.

The original bid opening date will remain as scheduled for December 20, 2016 @ 1:00 pm EDT

Question #1: Can you please provide the current incumbent vendors providing Temporary Healthcare Professional Services?

Answer #1: This contract ended June 30, 2016 the incumbent vendor was Randstad Healthcare.

Question #2: Can you please provide the current incumbent hourly bill rates for all services being requested on Section 1.1.12 on page 4?

Answer #2: RN $62.95, LPN $55.95, NP/PA $83.95, X-Ray Tech $61.95, Lab Tech $55.95, Pharmacist $83.95, Pharm Tech $28.95, Medical Assistants $28.95, other position negotiated at time of needed.

Question #3: What was the total annual expenditure of the current contract in 2015 and YTD 2016?

Answer #3: Fiscal year 2015 (July 2014 – June 2015) $168,000
Fiscal Year 2016 (July 2015 – June 2016) $22,000

Question #4: How many total annual hours will be requested per job classification on Section 1.1.12 on page 4 for 2017?

Answer #4: Unknown, needs based request and needs

Question #5: Will this be a sole or multiple vendor award?

Answer #5: Multiple vendors

Question #6: What is the purpose and overall end goal for this RFB?

Answer #6: To have resources available for intermittent short-term staffing needs.

Question #7: What are your current biggest pain points?

Answer #7: Usually finding temporary RN’s
Question #8: This specific RFB is only for the Amherst location, correct? OR can the other locations draft contracts from this RFB as well? (Boston, Dartmouth, Lowell and Worcester)

Answer #8: Amherst

Question #9: Do we have to bid on all job categories A, B and C. OR, can we just bid on nursing and allied categories B and C?

Answer #9: No, you do not have to bid on all categories.

Question #10: For cost savings analysis, please provide current spend information by classification.

Answer #10: Breakdown by classification is not available, contract spending for last two years was primarily used for temporary Certified Nurse Assistant and RN’s

Question #11: What is your current fill-rate by agency staff?

Answer #11: Unknown

Question #12: What are your hours of usage for each class you have provided in the RFB?

Answer #12: As needed

Question #13: Are you looking for a vendor neutral MSP or VMO or both?

Answer #13: Need clarification to question

Question #14: Who are your current vendors and are your needs being met?

Answer #14: This contract ended June 30, 2016 the incumbent vendor was Randstad Healthcare.

Question #15: What are your current rates for these services by classification?

Answer #15: RN $62.95, LPN $55.95, NP/PA $83.95, X-Ray Tech $61.95, Lab Tech $55.95, Pharmacist $83.95, Pharm Tech $28.95, Medical Assistants $28.95, other position negotiated at time of needed.

Question #16: If we submit the highest ceiling rates, does that eliminate us from the award?

Answer #16: No
Question #17: Do you plan on making one single award to a Prime Vendor who would then subcontract, or to multiple agencies that each manage their own staff?

Answer #17: No

Question #18: If you make multiple awards, then Subcontractors will not be used, correct?

Answer #18: Correct

Question #19: Do we only need to submit our response electronically or do we also need to mail in a copy?

Answer #19: All bid responses are to be submitted electronically via Bid Express. Please refer to page 2 of the RFB for details. For guidance, please contact the Bid Express team at toll free (888) 352-2439 (select option 1) or at support@bidexpress.com. No paper bid responses are requested.

Question #20: Is it correct that we need to either pay $25.00 per RFB or $50.00 per month to bid through Bid Express?

Answer #20: Yes.

Question #21: Please clarify Section 1.2 – what does the “Acquisition Method”, “Fee for Service” or “Other” mean? Is this asking if there is a Fee for our Service outside the hourly rates?

Answer #21: Please provide hourly rates, it is not asking your fee for the service. Hourly rates should include your fees (administrative and other)

Question #22: Reference Section 1.4.4 – Alludes that rates will be per placement. Is this correct?

Answer #22: Yes, provides opportunity to negotiate hard to find temporary personnel.

Question #23: Reference Section 1.8.1 – Is “Approved Equal” only applicable to products? Please clarify.

Answer #23: This section of the bid document is included in all requests for bid by the University. If you would like to submit a bid response for goods or services that fall within this category, this clause enables your company to submit additional bid pricing that is not specified in the bid document. Here it is, again, for easy reference.

1.8.1 Special Note: If you are submitting a bid on an “approved equal” all detailed information on the product must be included within the bid. Failure to include this information may disqualify the bid.

1.8.2 Any reference to brand names and numbers in this solicitation is descriptive, but not restrictive, unless otherwise specified. Offers on equivalent items meeting the standards of quality thereby indicated will be considered, unless otherwise specified, providing the offer clearly describes the article offered and how it differs from the referenced brands. Unless the respondent specified otherwise, it is understood that the respondent is offering a referenced brand item as specified in the solicitation. The University will determine whether a substitute offer is equivalent to and meets the standards of quality indicated
by the brand name referenced; and the University may require a respondent offering a substitute to supply additional descriptive material and a sample.

1.8.3 If items requested have quality guidelines of brand name or equal; the items offered must be equal to or better than the brands and model numbers specified as determined by the University of Massachusetts. The use of brand names in this solicitation are for the purpose of describing the standard of quality, performance and characteristics desired and is not intended to limit or restrict competition. Substantially equivalent products to those designated may be considered for award. “Or Equal” submissions will not be rejected because of minor differences in design, construction or features that do not affect the suitability of the product for its intended use.

Question #24: Reference Section 3.2.6 – States we must respond to all sections of the RFB. Are we supposed to include an answer for each section, even if it does not warrant a response? For example, for each section in 3.2 through 3.2.11, do we just state “Agree” or Disagree”, or do we only respond to the Section(s) that warrant an answer? Please clarify what “all points” are that require a response.

Answer #24: It is not necessary to state “Agree” with each Section if your company does “Agree”. If your company does not submit comments that you object or disagree with any Section in the bid document, it is then understood by the University that your company has read and agrees with each Section in the bid document.

Question #25: How many vendors received this request for RFB?

Answer #25: The University of Massachusetts Amherst posts all requests for bids on-line, consequently it is not known how many vendors receive this request for bid. Vendors can submit responses up to deadline.

Question #26: How many vendors do you plan to award preferred supplier status?

Answer #26: 2 to 3

Question #27: Would you award a MSP agreement for a firm to manage all temporary staffing if they propose a competitive pricing plan, and if that firm is capable of staffing all positions?

Answer #27: No

Question #28: How many temporary staffing vendors do you currently have?

Answer #28: One (1), however that contract ended June 30, 2016

Question #29: What is the current salary range for medical/mental health/ counseling services staff? How many days of vacation and sick time do they receive?

Answer #29: The University salaries are within bench mark salaries for professional staff. Vacation and sick time are based on years of services and bargaining unit contracts.

Question #30: Have you contracted for medical/mental health/counseling services staff in the past? What was the rate per hour you were billed?

Answer #30: No we have not contracted MH services.
Question #31: For each medical/mental health/counseling services position how many Full-Time Equivalent (FTE) were utilized in 2014 or 2015 school year?

Answer #31: No mental health temporary services contracts were utilized for MH services. However, if one was available the University had needs for temporary services. Approximately two FTE’s per year. Temporary personnel needed would have been LICSW and Phycologist positions.

Question #32: In regards to supervision, what type of oversight is provided by the school system?

Answer #32: Temporary personnel will be supervised by the manager of the department they will be assigned.

Question #33: How are awarded firms notified of individual needs for providers?

Answer #33: A contact person from the University will be assigned and this person will be the liaison between firm and University Health Services.

Question #34: What is meant by “Temporary Help Enterprise Services” in Section 1.5.7 titled: “Bidder Qualifications Must Include:”?  

Answer #34: Firms must have the experience listed in 1.5.7. as a viable business or company.