

**155) Please detail what content is required in hard copy.** There is conflicting information between the RFP document and the Excel file directions and if we go by the RFP then there will be information left out – if we are printing every tab listed below it could be up to 1,000 pages

**See answer #13**

## EXCEL FILE DIRECTIONS

**Two (2) printed and Two (2) electronic copies of the completed and signed original proposal should be submitted with the attachments in the following order.**

In addition to the Attachments referenced below, proposal responses and any additional attachments provided by the bidder.

- Completed responses to all Requirement (Tabs 6 & 7)
- Completed responses to all Food & Nutrition Requirements (Tab 8)
- Completed responses to all service EVS Requirements (Tab 9)
- Completed responses to all Pt. Transport-Sitter (Tab 10)
- Completed responses to all IT Requirements (Tab 11)
- Completed responses to Performance Metrics (Tab 12)
- Completed responses to Performance Metrics (Tab 13)
- Completed responses to Performance Metrics (Tab 14)
- Completed responses to Performance Metrics (Tab 15)
- Completed responses to Performance Metrics (Tab 16)
- Completed responses to FANS Full Outsource Pricing (Tab 19)
- Completed responses to EVS Pricing Matrix (Tab 20)
- Completed responses to PT Full Outsource Pricing (Tab 21)
- Completed responses to FNS Staffing Plan (Tab 22)
- Completed responses to EVS Staffing Plan (Tab 23)
- Completed responses to PT Staffing (Tab 24)
- Completed responses to PT Sitter Outsource Pricing (Tab 25)
- Authorization to Submit Proposal and Required Certifications (Attachment A)
- Organizational Information (Attachment B)
- Professional References (Attachment C)
- Supplier's Responses to Open-Ended Strategy Questions (Attachment D)
- Supplier's Stated Exceptions to RFP Requirements (Attachment E)

## RFP DOC

### **Proposal Information and Criteria**

The following list specifies the items to be addressed in the proposal. Offerors should read it carefully and address it completely and in the order listed to facilitate the University's review of the proposal.

Proposals shall be organized into the sections identified below. The content of each section is detailed in the following pages. It is strongly suggested that offerors use the same numbers for the following content that are used in the RFP.

- Signed Authentication of Proposal and Statement of Non-Collusion and Non-Conflict of Interest Form
- Transmittal Letter
- Executive Summary and Proposal Overview
- Criteria 1 - Offeror Qualifications
- Criteria 2 - Services Defined
- Criteria 3 - Financial Proposal
- Criteria 4 - Evidence of Successful Performance and Implementation Schedule
- Criteria 5 - Other Additional Information

156) Do we need to also print the attached detailed responses for each question? For example below in the General Information tab

See answer #13

12 General	In addition to best practices shared, Supplier shall have a data base as to how UK Healthcare compares to industry benchmarks. These should be standing benchmarks and updated routinely.		Please provide detailed response/attach response
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157) Can you clarify below question and response required? Attach B in both files relates to “Organizational Information” and does not seem to align to the requested information below. if this is to be an Executive Summary, we are under the assumption this was already addressed in 4.1 – Proposal information and Criteria – bullet #3

Included criteria 4 – responses with your submittal. This is not addressed in 4.1

#### Criteria 4 – Evidence of Successful Performance and Implementation Schedule

Please provide an executive summary that specifically addressed why UK Healthcare should elect to award your company a contract for services. This statement should include, at a minimum: quality standards, patient and associate satisfaction, community involvement and stewardship, cost savings and guarantees, clinical quality, business literacy, value added services, and service excellence.

See attachment A tab “Attach-B” and attachment B tab “Attach-B.”

158) In Attachment A Excel File – tab 5 Instructions – the tab numbers shown do not align to that file’s tab numbers shown below. They seem to align to Excel File B and not A.

- Also, it is missing an “Open-Creative Response Option” tab completely - Please confirm if this is applicable for Attach A  
No this is for attachment B.

<b>Service Components, Cybersecurity/IT Components (Tabs 9 &amp; 10)</b>		
Please complete the open-ended questions to the best of your organizations' abilities. We will allow suppliers to submit attachments detailing the responses to a/a selection of question(s), so long as the final document submitted does not exceed 25 pages.		
<b>Staffing Model (Tab 11)</b>		
Suppliers must complete a proposed staffing model for the first 90 days of service. This includes the quantity and expertise of technicians and engineers needed at each facility, as well as any system-wide technicians and engineers and the facilities they will be intended to travel to and service. This also includes system-wide managerial staff proposed to work in tandem and report to the Director of Operations Integration employed by UK Health.		
<b>Open-Creative Response Option (Tab 12)</b>		
Suppliers are invited to complete a proposal in which they map their vision of a best-possible future state of UK Health System's clinical equipment service given all current data, disregarding parameters asserted for the two major proposals within this RFP. Suppliers are invited to describe openly a roadmap to the state they might propose, including timelines and major adjustments/changes to service delivery, savings potential, etc. If there are few to no changes to the proposal with the disregard of desired parameters, please respond on the designated tab accordingly.		Verdelle follow up on
<b>Authorization to Submit Proposal (Attachment A)</b>		
Attachment A must be completed and signed by a person authorized to make a binding offer for their organization. The original signed document must be included in the submission.		
... 8-Food & Nutrition Requirements	9-EVS Requirements	10-PT. Transport-Sitter
	11-IT Requirements	12-Performance Metrics
	13-FNS Facility data sheet	14-PT Facility data sheet

159) In Attachment A Excel file – tab 6 for General Requirements – Question 2 references an Attachment C below for UK BAA – We do not have this attachment, Please Provide. See attachment C attached.

	Requirement	State "Agree" or "Do Not Agree" (Response to all items required)
	GENERAL	
General	The initial agreement will be for a three (3) year term with two (2) one-year extension options.	
General	The successful supplier agrees to enter the UK BAA (Attachment C).	

160) Attachment A, tab #4 Facilities in Scope – the Patient Sitters column has nothing checked indicating which hospital will require this service. However, on Tab 25 – PT Sitter Outsource pricing has Good Samaritan and Chandler listed for pricing. Are there other locations to be included? **No.**

161) Can you explain what this mean? **This participate will start once the contract is awarded.**

67 Staffing	Supplier Management team must become team <b>UK Healthcare</b> with UK Healthcare, and participate in meetings and work on committees that are in progress or will be started while the agreement is in effect.
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