



Department of Public Safety and Correctional Services

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Amendment #19 to Request for Proposals (RFP) Project No. DPSCS Q0012015 INMATE PHARMACY SERVICES November 18, 2011

This Amendment is being issued to amend and clarify certain information contained in the above named RFP. All information contained herein is binding on all Offerors who respond to this RFP. Specific parts of the RFP have been amended. The following changes/additions are listed below; new language has been double underlined and marked in bold (ex. **new language**) and language deleted has been marked with a strikeout (ex. ~~language deleted~~). This Amendment supersedes any previously related revisions in prior RFP amendments and any related responses issued in Questions and Responses #1, #2, and #3. A revised copy of the Inmate Pharmacy Services RFP and Price Form, including Amendments #1 - #19, is attached to this Amendment.

1. Amend RFP §3.17 as follows:

3.17 Medication Immediate Start and Emergency Supplies

3.17.1 **On-Site Starter Doses:**

Drugs and stock quantities for starter doses shall be available in amounts determined in conjunction with the Medical Contractor's approved regional personnel of the Service Delivery Area, subject to Agency approval.

- 3.17.1.1 Any stock medication ordered shall be prescribed for 3 to 7 days, to include both prescription medication as well as over-the-counter medication.

- 3.17.1.2 A completed accountability sheet shall be returned to the pharmacy (for reconciliation of doses) when stock is depleted. The drugs shall be recorded and reissued when medically appropriate and ordered by the Clinician. The Contractor shall monitor the expiration dates of the stock starter drugs on a monthly basis and notify the Department of any drugs set to expire within ~~three~~ **four** months of the monthly inspection date. **If those stock starter drugs are not used in the following month's time (then set to expire within three months), the Contractor will immediately replace those drugs with fresh equivalent replacements and issue a full credit for the returned drugs prior to the expiration of the drugs.** In the event that the Contractor does not notify the Department of any recorded stock starter drugs set to expire, as required in these monthly inspections, and those drugs are returned to the Contractor after their expiration date, the Contractor will fully reimburse the Department for the cost of those specific

drugs, notwithstanding their expired status, or provide equivalent replacement at no cost to the Department.

3.17.1.3 Documentation of controlled drugs shall be provided according to the DPSCS policy and State and Federal regulations.

3.17.1.4 The Contractor must account for and dispose of all controlled substances within the guidelines of all Federal and State laws.

3.17.2 **On-Site Emergency Kits:**

The Contractor shall supply an emergency medication kit to each Medication Room as directed by the Department.

3.17.2.1 The emergency medication kit shall contain only those medications for which immediate administration is required in order to alleviate pain, infection, modify dangerous behavior, or preserve life, including HIV prophylactics.

3.17.2.2 The Contractor shall make determinations on emergency medication kit drugs and stock quantities in conjunction with the Medical Contractor's statewide Medical Director and the Agency Medical Director. Based upon information received from the Medical Contractor, the Contractor will receive orders to replenish Medication Room stock.

3.17.2.3 All emergency medication kit contents shall be listed on the outside of the kit and kits shall be restocked as necessary.

3.17.2.4 The Contractor shall inventory the emergency medication kits monthly, or as necessary to maintain proper quantity levels. The Contractor shall monitor the expiration dates of the emergency kit drugs on a monthly basis and notify the Department of any drugs set to expire within ~~three~~ **four** months of the monthly inspection date. **If those emergency kit drugs are not used in the following month's time (then set to expire within three months), the Contractor will immediately replace those drugs with fresh equivalent replacements and issue a full credit for the returned drugs prior to the expiration of the drugs.** In the event that the Contractor does not notify the Department of any recorded medication kit drugs set to expire, as required in these monthly inspections, and those drugs are returned to the Contractor after their expiration date, the Contractor will fully reimburse the Department for the cost of those specific drugs, notwithstanding their expired status, or provide equivalent replacement at no cost to the Department.

3.17.3 **Emergency/Stat Orders:**

Emergency or "stat" medications, not found in either the emergency medication kit or starter dose packs, shall be delivered to the specified delivery locations for the appropriate facility within four (4) hours of receipt of the order.

The Contractor may consult with the treating Clinician to determine whether there exists an emergency backup need. If an emergency medication is ordered multiple times, the Contractor may request that the particular medication be stocked at the facility in order to decrease future emergencies. The Department's Medical Director will make the final determination regarding any such request.

For any such use of emergency or stat medications, the Contractor is required to submit a report of the circumstances requiring such use, to be reviewed by the Department.

3.17.3.1 The Contractor shall be responsible for the delivery of the emergency/stat medications to the institution using Contractor-supplied transportation.

3.17.3.2 Emergency medication services shall be provided on a seven (7) day a week, twenty-four (24) hour per day basis, including holidays.

2. Amend RFP Attachment F – Price Form as follows:

ATTACHMENT F Proposal Price Form - Pharmacy Services - Including Amendments #1 - #19

FINANCIAL PROPOSAL - BAFO

CHLORPHENIRAMINE SA 12MG CAP (G)	65,273	CAP		
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Offerors are to acknowledge receipt of this amendment by providing a signed document to the Procurement Officer at the address provided in RFP Section 1.5 by 10:00 AM, November 28, 2011, stating that this Amendment # 19 has been received and reviewed by the Offeror. Failure to acknowledge receipt of an amendment does not relieve the Offeror from complying with all terms of any such amendment.

Issued and authorized by

Gabriel Gnall
Procurement Officer

Attachment:

DPSCS Q0012015 – Inmate Pharmacy Services – including Amendment #1 - #19

11.18.11

Attachment F – BAFO Price Form - Including Amendments #1 - #19