



**Solicitation Information  
June 3, 2014**

**Addendum #2**

**RFP # 7548766**

**TITLE: DENTAL SERVICES – RI DEPT. OF CORRECTIONS**

**Submission Deadline: JUNE 16, 2014 @ 2:00 PM (Eastern Time)**

**TRANSMITTED HERewith ARE THE FOLLOWING ATTACHMENTS REFERENCED IN RFP #7548766:**

**ATTACHED ARE VENDOR QUESTIONS WITH STATE RESPONSES. NO FURTHER QUESTIONS WILL BE ANSWERED.**

**Gail Walsh  
State of Rhode Island  
Division of Purchases**

Vendor A

\_\_\_\_\_ currently has the contract with the US Department of Justice and the Bureau of Prisons to service their Dental Laboratory Requirements for the purpose of producing dental prostheses i.e. Dental Crowns, Bridges, Partials, Dentures and Dental Implants supported cases.

The Department of Corrections currently contracts with an outside provider to fabricate dentures for inmates who required them. Dental Arts Laboratories, Inc. 241 NE Perry Avenue, Peoria, IL

Please advise if your RFP requires laboratory service beyond the actual level of services provided by the dentist. (see highlighted portion of Section No. 5 enclosed)

**SECTION 5 -- COST PROPOSAL**

Section 5 as referred to in your question allows the potential dental vendor to maintain the service contract with our current dental laboratory to contract with their own dental laboratory provided that the cost, quality, and service are similar to the one that the Department of Corrections currently has in place or the Department of Corrections will continue to pay for dentures and this should not be costed into the vendor's cost in their proposal. It is listed as an add alternative under Section 5 Cost Proposal.

Vendor B

Pertaining to Solicitation #: 7548766, for Dental Services, can you please provide the name of the company(ies) holding the current contract and give the award amount? Also, can you please provide the quantity of staff currently being provided? Please do not hesitate to contact me with any comments or questions. Thank you.

In response to your question be advised that the Rhode Island Department of Corrections currently outsources to medical/dental personnel pools, dental hygienists, dental assistants, and some dental staff. The Department of Dentistry is made up of state employees as well as contract employees. The contract employees are hired through a personnel company called Adil 3 Regency Plaza, Providence, RI 02903, and this is a statewide contract for all varieties of professional employees that the State of Rhode Island are recruiting for as either contract or temporary employees. Currently the dental staff consists of the equivalent of three and a half full time dentists, three full time dental hygienists, and three full time dental assistants as well as a .2 oral surgeon.

Vendor C

1. What is the start date for the services requested in the RFP?

The Rhode Island Department of Corrections would like to implement this RFP as close to September 1, 2014 as close as possible. Obviously, the RFP responses have to be reviewed

and decisions made by appropriate individuals within the Department of Administration and the Department of Corrections as to service and cost.

2. What is the current dental staffing per dental clinic per position by FTE?

This is not possible to answer due to the fact that staffing as well as numbers in each facility varies on a day to day basis.

3. What is the desired dental staffing per dental clinic per position by FTE?

This is being left to the discretion of the vendors to decide what appropriate staffing would be in facilities within the RFP package the numbers of inmates by facility are listed.

4. Are there any current dental staffing vacancies per position by FTE? If so, what position and at which dental clinic by FTE?

Please review current staffing levels answered in questions by Vendor B

5. Will the current two (2) Dental Assistants employed by the RIDOC remain as state employees after the award of the contract?

Yes these positions will be converted overtime and only through attrition

6. In which of the dental clinic(s) do these two (2) RIDOC Dental Assistants employees work and how many hours they each work per week?

These two RIDOC dental assistants currently spend the majority of their time at the Intake Service Center and at the Medium Moran Facility but their schedules are fluid and they do perform duties in other dental units as needed.

7. Can you please list the names and addresses of each facility included in this RFP with their security level and population?

This information has been presented in the amendments within the RFP.

8. Can you please provide which facilities have dental operatories and list the dental equipment at each dental clinic?

There are dental operatories in all of our facilities and there is dental equipment that you would find in a normal dental operatory located in each of these clinics

9. Can you please provide which dental equipment is fully functional and which is not per dental clinic?

All dental equipment is fully functional in all dental operatories

10. How many intakes the RIDOC processed in 2013? Please separate jail and prison.

There are approximately 14,000 intakes done per year at the Rhode Island Department of Corrections. The Intake Service Center serves as the States Jail. The census at the Intake Service Center is approximately 1,000 inmates on a daily basis meaning that there are approximately 2300 to 2500 inmates within the prison facilities at any given time.

11. How many off-site dental referrals the RIDOC encountered in 2013? For what reason?

The number of off-site referrals fluctuates regarding the types of services that inmates need such as off-site surgical services, off-site hospital services, etc. There are approximately 150 off-site referrals within the Rhode Island Department of Corrections Dental Unit on an annual basis.

12. Who is currently providing dental services to the RIDOC?

Dental services are currently being provided at the RIDOC by fulltime state employees as well as consultant employees whose titles varies from dentists, dental hygienists, dental assistant, and oral surgeon.

13. Who is the current dental supplies and equipment provider?

The current dental repairs provider is Henry Schein Dental 220 Bear Hill Road Waltham, MA 02451

14. Who is the current dental equipment repairs provider?

Same as above.

15. Who is the current denture lab provider?

Dental Arts Laboratories, Inc. 241 NE Perry Avenue, Peoria, IL

16. What was the total RIDOC dental expenditure in 2013?

The Department of Corrections spends approximately eight hundred and fifty thousand dollars per year on dental services; this includes staff, supplies, equipment, consultants, etc.

17. Can you please provide the number of extractions and fillings performed within the RIDOC in 2013?

This number is not available.

18. How many dental prosthetics were provided to the RIDOC population in 2013? Please differentiate between partial and full dentures.

This information is not available.

19. Does the RIDOC provide computers at each dental clinic? If so, how many per dental clinic?

The Department of Corrections does provide computers at each dental site and the number of computers depends on the number of chairs in each clinic. Currently the Intake Service Center has 3 chairs, the Medium Moran Facility has 3 chairs, Maximum Security Facility has 1 chair, High Security has 1 chair, and Women's Division has 1 chair, and Minimum Security has 2 chairs.

20. Do the computers at each dental clinic have internet access?

Yes.

21. Who is responsible, RIDOC or vendor, for new employee training on the Electronic Medical Records / Electronic Dental Records?

The Rhode Island Department of Corrections will be responsible for new employee training on the Electronic Medical/Dental Records.

22. How many offenders under the age of 21 years olds within the RIDOC population?

Approximately .1 percent of offenders are under the age of 21 years of age but this number does fluctuate.

23. Will the vendor be responsible for maxillofacial reconstruction, mandibular fracture reconstruction, cosmetic / experimental procedures, orthodontia?

The selected vendor will be responsible for maxillofacial reconstruction, mandibular fracture reconstruction. We do not do experimental procedures nor do we do cosmetic dentistry other than dentures and we do not provide orthodontic work.

24. Will the vendor be responsible for medications other than anesthesia?

Yes.

25. Could you please provide a copy of the Dental Services Provider Reference Manual and/or Dental Scope of Work?

As a guide we suggest that the vendors look at the State of Rhode Island Department of Human Services Medical Assistance Program Guidelines for dental services. Any and all questions regarding services provided or not provided are addressed in the Rhode Island Department of Human Services package.

26. Can you please provide RIDOC's dentures / partials eligibility policy?

Once again please review State of Rhode Island Department of Human Services Medical Assistance Program Guidelines for dental services.

27. What is the contractual requirement on waiting periods for extractions, fillings and cleanings?

Cleanings are done during the birth month of every inmate on an annual basis as far as extractions and fillings these should be triaged and handled on an as need basis.

28. Is there a current backlog (excessive waiting periods) for extractions, filings and cleanings? If so, how much and in which dental clinic(s)?

Currently there is not a backlog in cleanings. There is not a backlog in extractions. There is a backlog in fillings of approximately 60 days.

29. Is there a co-pay to the offender for dental services provided to the RIDOC population? If so, how much is the co-pay?

Refer to the Rhode Island Department of Corrections Policy and Procedures Manual under section 2.28-3 Co-Pays. All Co-Pays for dental procedures are outlined in this section.

30. On cost proposal page 12, middle box titled Cost Proposal: is the expectation that the vendor complete for total cost of five year contract, Year 1, or some other amount?

It is the expectation that the vendor will complete this section with the cost of providing services within the Department of Corrections for a 5 year period. Years 2-5 if there is an annual increase it should be reflected in those sections.

31. On cost proposal page 12, middle box titled Cost Proposal: Cost proposal requires breakdown by type of service. Please define "type of service" and provide examples.

All vendors are referred to Rhode Island Department of Human Services Medical Assistance Program Guidelines for dental services. Basic dental services which are covered are all listed in this addendum which is attached to the RFP.

32. On cost proposal page 12, middle box titled Cost Proposal: is RIDOC expecting an hourly rate for each position (Dentists, Dental Hygienists and Dental Assistants)?

Cost Proposal page 12 break down of service would include:

- a. Dental service
- b. Oral Surgery Service
- c. Dental Hygiene Service
- d. Dental Assistant Service, etc

The vendor is encouraged to supply as much information as possible in this area so that a decision can be made based on the information

33. Will RIDOC accept a cost proposal based on a daily capitated rate per offender for comprehensive dental services? If so, where in the Cost Proposal Summary should we include this number?

It would be the suggestion of the Rhode Island Department of Corrections that if you want to use a capitated rate that you would note so on the Cost Proposal page. If the capitated rate will increase over a period of 5 years, the rate should reflect the increase on the 5 year period of time. It should be noted that the more information that the Technical Review Panel receives the easier it will be for the panel to review and justify the Cost Proposals

34. Will RIDOC accept a cost proposal based on a flat price per annum invoiced monthly for comprehensive dental services? If so, where in the Cost Proposal Summary should we include this number?

The Rhode Island Department of Corrections will accept proposals based on a flat rate per annum invoiced monthly for comprehensive dental services. Please see above for specifics.

35. On cost proposal page 12, in the last table, is the first column (Cost Proposal) intended to be type of service (dental professional position) or are the additional lines for alternative proposals or some other designation?

On the cost proposal page 12 the first column is intended to be for services ie dental professional positions.

36. On evaluation and selection table on page 13, Criteria column defines Cost criteria, calculation mentions "times 30 points" – should that read "times 40 points" since Possible Points column shows 40 points?

Yes this is a typographical error in the RFP. We will use 40 points as is reflected in the RFP. Once again 30 points was a typographical error

Vendor D

1) What are the actual FTE's for Dentists, Dental Assistants and Hygienists?

This question has already been answered in questions from other vendors.

2) Do you have present salary and benefit information for the staff?

The State of Rhode Island Department of Corrections does not understand this question we are not sure if you are talking about the state employee positions or the consultant positions. Again all consultant positions are contracted through a company called Adil 3 Regency Plaza, Providence, RI 02903, and this information should be directly available from them.

3) Do you have rate information for the independent contractors?

The Department does have established rate information from independent contractors. It is not willing to share this information.

4) What is the approximate annual cost of the existing dental service?

The approximate annual cost of the existing dental services at the Rhode Island Department of Corrections is approximately \$850,000.00 a year. This includes personnel cost as well as repair cost, supplies and equipment cost.

5) Is the state staff unionized?

Yes.

6) What types of delivery issues are you experiencing, i.e. backlogs, complaints?

The Rhode Island Department of Corrections Dental Unit receives complaints which are experienced in all dental operations in corrections. Our complaints are handled as they come in and are usually dealt with in the period of 2-5 days. The only backlogs that are currently being experienced in dental care is for restorative dental work which is running approximately 4-6 weeks at this time.

7) What is the population of inmates that are below 21 years old?

The population under the age of 21 is no greater than .1% of general population at any given time.

8) Please provide us with the dental equipment inventory and equipment age per facility.

The Department of Corrections is not able to do this at the current time.

9) Are the x-ray systems digital?

No.

10) How many panorex do you have and are they digital?

We have 5 panorex systems currently throughout the Department of Corrections in the different facilities. We do not have any digital panorex machines.

11) How many in-house oral surgery cases were performed last year? How many oral surgery cases were referred out?

We had approximately 130 in-house oral surgery cases last year and we had approximately 70 oral surgery cases referred out.

12) How is maxilla-facial trauma handled?

Maxilla- facial trauma is handled by the dental staff, oral surgeon, and emergency room hospitalization if necessary

13) How many dentures were fabricated last year?

There were approximately 200 acrylic dentures fabricated within the last year.

14) Is there an opportunity for a site visit?

At this time no due to the logistics and security concerns managing a large group of vendor representatives.

15) Can you provide a history of the legal claims related to dentistry in the last 3 years?

There are no legal claims currently related to dentistry nor have there been in the last 3 years.

16) What is the present structure for the provision of medical and pharmacy services?

The Rhode Island Department of Corrections has a full time medical staff as well as numerous consultants who provide on-site services. Pharmacy services are currently contracted out to an off-site pharmacy. Medication is delivered 6 days a week and there is a stock supply of medications in facilities as well as a 24 hour on call pharmacy for medications that need to be ordered and started immediately.

17) What is the proposed start up date?

It is the Department of Corrections hope that a proposed start up date for this contract will be no later than September 1, 2014.