



Request for Quote

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
 ONE CAPITOL HILL
 PROVIDENCE RI 02908

BUYER: Walsh, Gail M
 PHONE #: 401-574-8122

CREATION DATE : 21-MAY-15
BID NUMBER: 7549600
TITLE: STUDENT IMMUNIZATION & CRIMINAL
 BACKGROUND SEARCH AND HOSTING (URI)
BLANKET START : 01-JUL-15
BLANKET END : 30-JUN-19
BID CLOSING DATE AND TIME: 22-JUN-2015 02:00:00

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 URI ACCOUNTS PAYABLE
 CARLOTTI ADMINISTRATION BLDG
 75 LOWER COLLEGE ROAD, SUITE 1
 KINGSTON, RI 02881
 US

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 URI SPECIAL INSTRUCTIONS
 SEE BELOW
 SEE BELOW, RI N/A
 US

Requisition Number: 1412040

Note to Bidders: QUESTIONS CONCERNING THIS SOLICITATION MAY BE E-MAILED TO THE DIVISION OF PURCHASES AT GAIL.WALSH@PURCHASING.RI.GOV NO LATER THAN TUESDAY, JUNE 2, 2015 AT 5:00 PM (ET). QUESTIONS SHOULD BE SUBMITTED IN A MICROSOFT WORD ATTACHMENT. PLEASE REFERENCE THE BID # ON ALL CORRESPONDENCE. QUESTIONS RECEIVED, IF ANY, WILL BE POSTED ON THE INTERNET AS AN ADDENDUM TO THIS SOLICITATION. IT IS THE RESPONSIBILITY OF ALL INTERESTED PARTIES TO DOWNLOAD THIS INFORMATION.

Line	Description	Quantity	Unit	Unit Price	Total
1	7/1/15-6/30/19 Student Immunization and Criminal background Search and Hosting in accordance with the attached specifications.	1.00	Total		

Delivery: _____

Terms of Payment: _____

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer

ITEM NO.	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
<p>GROUP PURCHASING ORGANIZATIONS (GPO): THE UNIVERSITY OF RHODE ISLAND IS A MEMBER OF THE FOLLOWING: 1) Educational & Institutional Cooperative Purchasing (E&I) 2) Provista</p> <p>IF THIS IS A MULTI-YEAR BID/CONTRACT. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE UNIVERSITY. TERMINATION MAY BE EFFECTED BY THE UNIVERSITY BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE UNIVERSITY TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/ SERVICES AND SUBJECT TO AVAILABILITY OF FUNDS.</p> <p>DELIVERY AS REQUESTED</p> <p>BLANKET REQUIREMENTS: 7/1/15 - 6/30/19</p> <p>ONLINE STUDENT IMMUNIZATION AND CRIMINAL BACKGROUND CHECK SEARCH AND HOSTING SOFTWARE FOR URI COLLEGE OF PHARMACY AND URI COLLEGE OF NURSING STUDENTS MUST HAVE THE ABILITY TO LOG ON WITH SECURE PASSWORD TO UPLOAD PDF FILES THAT WILL BE REVIEWED BY VENDOR FOR VALIDITY. VENDOR WILL WORK DIRECTLY WITH STUDENT TO RECTIFY PROBLEMS. URI ADMINISTRATORS MUST HAVE THE ABILITY TO LOG ON TO REVIEW DOCUMENTS, RUN REPORTS, AND OVERRIDE SYSTEM TO ACCEPT DOCUMENTS.</p> <p>ESTIMATES ARE BASED ON THE NUMBER OF ENROLLED STUDENTS; FINAL NUMBERS WILL BE BASED ON ACTUAL STUDENT PARTICIPATION</p> <p>ALL FEES ARE AS NEEDED PER STUDENT. BID A PRICE PER PACKAGE PER STUDENT. FOR EXAMPLE, THE STANDARD PACKAGE (ONE TIME FEE) WILL BE PURCHASED PER STUDENT ONCE AT THE START OF THEIR ENROLLMENT IN THE PROGRAM. RE-CHECKS FOR EXISTING PHARMACY STUDENTS WILL BE REQUIRED EACH OF THE FOLLOWING YEARS OF THEIR ENROLLMENT (3X). RE-CHECKS FOR EXISTING NURSING STUDENTS WILL BE REQUIRED IN FOURTH YEAR OF THEIR ENROLLMENT (1X). DRUG TESTING WILL BE DONE ON AS NEEDED BASIS PER EXISTING STUDENT DURING THEIR ENROLLMENT.</p>					
1	<p>First Year 7/1/15-6/30/16</p> <p>STANDARD PACKAGE FOR HEALTH PROGRAMS FOR NEW STUDENTS INCLUDES: Background Checks Medical Document Manager & Review (Unlimited):</p>	450	EA	\$ _____/EA	\$ _____
2	RE-CHECK PACKAGE FOR EXISTING STUDENTS	460	EA	\$ _____/EA	\$ _____
3	DRUG TESTING PACKAGE AS NEEDED FOR EXISTING STUDENTS	100	EA	\$ _____/EA	\$ _____
4	<p>Second Year 7/1/16-6/30/17</p> <p>STANDARD PACKAGE FOR HEALTH PROGRAMS FOR NEW STUDENTS INCLUDES: Background Checks Medical Document Manager & Review (Unlimited):</p>	350	EA	\$ _____/EA	\$ _____
5	RE-CHECK PACKAGE FOR EXISTING STUDENTS	600	EA	\$ _____/EA	\$ _____
6	DRUG TESTING PACKAGE AS NEEDED FOR EXISTING STUDENTS	100	EA	\$ _____/EA	\$ _____
7	<p>Third Year 7/1/17-6/30/18</p> <p>STANDARD PACKAGE FOR HEALTH PROGRAMS FOR NEW STUDENTS INCLUDES: Background Checks Medical Document Manager & Review (Unlimited):</p>	370	EA	\$ _____/EA	\$ _____
8	RE-CHECK PACKAGE FOR EXISTING STUDENTS	620	EA	\$ _____/EA	\$ _____
9	DRUG TESTING PACKAGE AS NEEDED FOR EXISTING STUDENTS	100	EA	\$ _____/EA	\$ _____

ITEM NO.	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
10	Fourth Year 7/1/18-6/30/19 STANDARD PACKAGE FOR HEALTH PROGRAMS FOR NEW STUDENTS INCLUDES: Background Checks Medical Document Manager & Review (Unlimited):	370	EA	\$ _____/EA	\$ _____
11	RE-CHECK PACKAGE FOR EXISTING STUDENTS	620	EA	\$ _____/EA	\$ _____
12	DRUG TESTING PACKAGE AS NEEDED FOR EXISTING STUDENTS	100	EA	\$ _____/EA	\$ _____

PLEASE SEE ATTACHED BID SPECIFICATIONS

BLANKET REQUIREMENTS: 7/1/15-6/30/19

ONLINE STUDENT IMMUNIZATION AND CRIMINAL BACKGROUND CHECK SEARCH AND HOSTING SOFTWARE FOR URI COLLEGE OF PHARMACY AND URI COLLEGE OF NURSING TO PROVIDE ONLINE WEB ACCESS FOR ALL REQUIRED HEALTH INDUSTRY DOCUMENTATION FOR ALL STUDENTS, FACULTY AND STAFF IDENTIFIED AS BEING PART OF THE HEALTH AND CLINICAL PROGRAMS.

STUDENTS MUST HAVE THE ABILITY TO LOG ON WITH SECURE PASSWORD TO UPLOAD PDF FILES THAT WILL BE REVIEWED BY VENDOR FOR VALIDITY. VENDOR WILL WORK DIRECTLY WITH STUDENT TO RECTIFY PROBLEMS.

VENDOR MUST SUPPLY URI ADMINISTRATORS WITH SECURE PASSWORDS AND WITH DIFFERENT BILLABLE ACCOUNTS TO BE CHARGED (NURSING AND PHARMACY).

ESTIMATES ARE BASED ON THE NUMBER OF ENROLLED STUDENTS; FINAL NUMBERS WILL BE BASED ON ACTUAL STUDENT PARTICIPATION.

ALL FEES ARE AS NEEDED PER STUDENT. BID A PRICE PER PACKAGE PER STUDENT. FOR EXAMPLE, THE STANDARD PACKAGE (ONE TIME FEE) WILL BE PURCHASED PER STUDENT ONCE AT THE START OF THEIR ENROLLMENT IN THE PROGRAM.

RECHECKS FOR EXISTING PHARMACY STUDENTS WILL BE REQUIRED EACH OF THE FOLLOWING YEARS OF THEIR ENROLLMENT (3X). RECHECKS FOR EXISTING NURSING STUDENTS WILL BE REQUIRED IN THE FOURTH YEAR OF THEIR ENROLLMENT (1X).

DRUG TESTING WILL BE DONE ON AN AS NEEDED BASIS PER EXISTING STUDENT DURING THEIR ENROLLMENT.

CONVERSION: NEW VENDOR MUST SECURELY IMPORT EXISTING DATA INTO SYSTEM (I.E. DIGITAL CSV FILES, PDF).

CONVERSION: VENDOR MUST HAVE THE ABILITY TO EXPORT DATA TO THE UNIVERSITY AT CONTRACT TERMINATION.

VENDOR MUST MAINTAIN FILES FOR DURATION OF THIS CONTRACT.

STANDARD PACKAGE FOR HEALTH PROGRAMS INCLUDES:

Background Checks:

Rhode Island Statewide Criminal Records;

7 Year U.S. County Criminal Records (Outside Rhode Island);

Residency History; National Record Indicator with Sex Offender Registry

This package does not include maiden names and aliases and is based on a no access fee for Rhode Island.

Medical Document Manager & Review of the Following Vaccines:

- * Influenza
 - * Varicella (Chicken Pox)
 - * Measles, Mumps & Rubella (MMR)
 - * Tetanus, Diphtheria & Pertussis (Tdap)
 - * Hepatitis B
 - * Purified Protein Derivative (PPD)
 - * Ishihara (Color Blind Test)
- *List of vaccines/tests must be customizable

Medical Document Manager & Review of the Following Clinical Requirement Documentation:

- * Health Insurance
 - * Professional License
 - * HIPAA Certification
 - * CPR Certification
 - * Nursing Student Agreement
- *List of clinical documentation requirements must be customizable

Administrative Access for multiple Administrators with unique IDs and Passwords:

- * View Student Records Individually
- * View and Print Reports (Compliant, Non-Compliant, Incomplete, Rejected, Overdue, Approaching Next Action Date, Renewal Pending)

RE-CHECK PACKAGE FOR EXISTING STUDENTS INCLUDES:

* Rhode Island Statewide Criminal Records

Residency History

National Record Indicator with Sex Offender Registry

*This package does not include maiden names and aliases and is based on a no access fee for Rhode Island

DRUG TESTING PACKAGE INCLUDES PROVIDING SITE LOCATIONS AND ACTUAL LABORATORY TEST COST (VENDOR REIMBURSES LAB COSTS):

Vendor Must:

* Offer 5, 7, 9, or 10 Panel Urinalysis Drug Screen

Provide a network of certified lab collection sites nationwide (at least 10,000 collection sites)

Provide these lab locations to users at the time of order and provide instructions on the process

Post confidential drug test results to a secure website for review by administrators

Have a certified licensed medical professional review results and offer consultations with students.

Offer electronic chain of custody forms

VENDOR SPECIFICATIONS:

VENDOR MUST:

* Support the full range of services of this bid specification. The contract will not be split among vendors.

* Must be compliant with: Fair Credit Reporting Act; Family Educational Rights and Privacy Act (FERPA); The Joint Commission; and Hospital Corporation of America (HCA).

* Provide detail requirements of time for implementation. (Contract begins July 1, 2015)

* Provide URI authorized Administrators secure access and support to maintain, manage and report information to include the ability to track student status, print and share documents, and download spreadsheets. Each college administrator should have dedicated access to their college student cohorts.

* Allow administrators to view a full list of student orders with details; create customized categories that can be used to sort and organize various student types (Compliant, Non-Compliant, Incomplete, Rejected, Overdue, Approaching Next Action Date, Renewal Pending), run reports, and override system to accept documents

- * Provide Student secure access and support via mobile platforms such as Apple IOS and Android
- * Provide Student and Administrator ability to upload (digital/mail/fax) documents and associate them with students
- * Verify medical and clinical records by a medical transcriptionist for accuracy and validity based on criteria supplied by URI.
- * Provide direct communication to students to report discrepancies and provide resources and guidance to correct paperwork without the involvement of Administrator
- * Provide a fully customizable array of services and quick turnaround (2-3) days to accommodate last minute student schedule changes and changes in reporting requirements
- * Allow URI to retain complete authority over database records
- * Provide technical support for students and administrators
- * Have a website that authenticates users at sign-on and has industry standard security including 128-bit encryption
- * Not engage in any practice where they sell any registered user's contact information to any third party

Estimated Enrollment (Pharmacy & Nursing Students)

First Year 2015/2016:

New Package 450

Re-Check Package 460

Drug Testing 100

Second Year 2016/ 2017:

New Package 350

Re-Check Package 600

Drug Testing 100

Third Year 2017/2018:

New Package 370

Re-Check Package 620

Drug Testing 100

Fourth Year 2018/2019:

New Package 370

Re-Check Package 620

Drug Testing 100

Contract Terms and Conditions

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Terms and Conditions

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID

PURCHASE AGREEMENT BID

BIDDING (a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State. (b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordering during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered. (c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost. (d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request. **ORDERING** (a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period. (b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.

Mailing Address for Bid Proposals issued by the State of Rhode Island, Division of Purchases:

All Bid Proposals must be submitted to the following address:

State of Rhode Island
Department of Administration
Division of Purchases, 2nd Floor
One Capitol Hill
Providence, RI 02908

INSURANCE REQUIREMENTS

AN INSURANCE CERTIFICATE IN COMPLIANCE WITH PROVISIONS OF ITEM 31 (INSURANCE) OF THE GENERAL CONDITIONS OF PURCHASE IS REQUIRED FOR COMPREHENSIVE GENERAL LIABILITY, AUTOMOBILE LIABILITY, AND WORKERS' COMPENSATION AND MUST BE SUBMITTED BY THE SUCCESSFUL BIDDER(S) TO THE DIVISION OF PURCHASES PRIOR TO AWARD. THE INSURANCE CERTIFICATE MUST NAME THE STATE OF RHODE ISLAND AS CERTIFICATE HOLDER AND AS AN ADDITIONAL INSURED. FAILURE TO COMPLY WITH THESE PROVISIONS MAY RESULT IN REJECTION OF THE OFFEROR'S BID. ANNUAL RENEWAL CERTIFICATES MUST BE SUBMITTED TO THE AGENCY IDENTIFIED ON THE PURCHASE ORDER. FAILURE TO DO SO MAY BE GROUNDS FOR CANCELLATION OF CONTRACT.

NOTE: IF THIS BID COVERS CONSTRUCTION, SCHOOL BUSING, HAZARDOUS WASTE, OR VESSEL OPERATION, APPLICABLE COVERAGES FROM THE FOLLOWING LIST MUST ALSO BE SUBMITTED TO THE DIVISION OF PURCHASES PRIOR TO AWARD: * PROFESSIONAL LIABILITY INSURANCE (AKA ERRORS & OMISSIONS) - \$1 MILLION OR 5% OF ESTIMATED PROJECT COST, WHICHEVER IS GREATER. * BUILDER'S RISK INSURANCE - COVERAGE EQUAL TO FACE AMOUNT OF CONTRACT FOR CONSTRUCTION. * SCHOOL BUSING - AUTO LIABILITY COVERAGE IN THE AMOUNT OF \$5 MILLION. * ENVIRONMENTAL IMPAIRMENT (AKA POLLUTION CONTROL) - \$1 MILLION OR 5% OF FACE AMOUNT OF CONTRACT, WHICHEVER IS GREATER. * VESSEL OPERATION - (MARINE OR AIRCRAFT) - PROTECTION & INDEMNITY COVERAGE REQUIRED IN THE AMOUNT OF \$1 MILLION.

MULTI YEAR AWARD

THIS IS A MULTI-YEAR BID/CONTRACT. PER RHODE ISLAND STATE LAW 37-2-33, CONTRACT OBLIGATIONS BEYOND THE CURRENT FISCAL YEAR ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES.

RIVIP INFO - BID SUBMISSION REQUIREMENTS

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer. When delivering offers in person to One Capitol Hill, vendors are advised to allow at least one hour additional time for clearance through security checkpoints.

MAILING ADDRESS FOR BID PROPOSALS ISSUED BY THE STATE OF RHODE ISLAND,
DIVISION OF PURCHASES

All Bid Proposals must be submitted by mail or hand delivered to:

- State of Rhode Island
- Department of Administration
- Division of Purchases, Second floor
- One Capitol Hill
- Providence, RI 02908-5855

DIVESTITURE OF INVESTMENTS IN IRAN REQUIREMENT:

No vendor engaged in investment activities in Iran as described in R.I. Gen. Laws §37-2.5-2(b) may submit a bid proposal to, or renew a contract with, the Division of Purchases. Each vendor submitting a bid proposal or entering into a renewal of a contract is required to certify that the vendor does not appear on the list maintained by the General Treasurer pursuant to R.I. Gen. Laws §37-2.5-3.