



ESSEX COUNTY

OFFICE OF THE MANAGER

7551 Court Street · P.O. Box 217 · Elizabethtown, New York 12932
Telephone (518) 873-3332 · Fax (518) 873-3339

Daniel L. Palmer
County Manager

Linda M. Wolf
Purchasing Agent

TO: All Bidders

FROM: Linda Wolf, CPA, Purchasing Agent

DATE: November 18, 2015

SUBJECT: Addendum #1 RFP NURSING SERVICES AT JAIL

This Addendum, issued to bid document holders of record, indicates changes to the bid documents for the RFP for *NURSING SERVICES AT JAIL* Opening November 20, 2015.

**Please see the attached
"Questions for the RFP for Nursing Services at the Jail"
(Answers are in red)**

END OF ADDENDUM # 1

QUESTIONS FOR THE RFP FOR NURSING SERVICES AT THE JAIL
(ANSWERS ARE IN RED)

1. What is the estimated annual spend on temporary nursing services? **\$120,210**
2. How many temporary clinical staff do you have working on average each year? **We have one full time RN employed at Essex County. We also contract with the Elizabethtown Community Hospital one RN and one LPN as per the schedule listed in the RFP.**
3. Has the count increased over the past four years? **No.**
4. Who are the current agencies providing these services? **Elizabethtown Community Hospital**
5. What are the rates currently offered for these services? **\$23.01 per hour for the LPN and \$43.26 per hour for the RN.**
6. What is the start and end date of the current contract? **January 1 through December 21, 2015**
7. Are contractors required to drive as part of their general duties? **No, only to report for duty at the Essex County Public Safety Building in Lewis, NY.**
8. How long does the clearance process take? **A few days.**
9. How long is orientation? **A total cumulative orientation of 4 weeks for RNs and 2 weeks for per year for LPNs regardless of how many need to be oriented.**
10. Are we authorized to request changes to the contract language if awarded? **No changes to the standard clauses are allowed.**
11. If we are awarded as a vendor and cannot agree to terms, may we withdraw our proposal without penalty? **No, when you bid on our contract, you are agreeing to the terms that are in place.**
12. May we request a teleconference in lieu of oral presentations of chosen by the selection committee? **Yes.**
13. Is appendix E a sample contract? **It seems to speak to labor and supply type contracts. Not so much staffing services. It is a generic specification clause that we put in all of our bids so it may not be specific to staffing services.**
14. I don't see the prevailing wage rate document attached to the bid as noted in Appendix E, top of page 11. Please advise. **This contract is not subject to prevailing wages.**