



Department of Public Safety and Correctional Services

Office of the Secretary

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Amendment #21 To Request For Proposals (RFP) Pharmacy Services Solicitation No. Q0016025 March 28, 2018

Ladies and Gentlemen:

This Addendum 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 for inclusion in the RFP has been double underlined and marked in bold red (ex. **new language**), and language deleted has been marked with a strikeout (ex. ~~language deleted~~).

1. Revise the **Key Information Summary Sheet** as follows:

Proposal Due (Closing) Date and Time:

~~Friday, April 6, 2018 at 10 AM Local Time~~

Friday, April 13, 2018 at 10 AM Local Time

2. Revise RFP Section 1.2.16 (**Abbreviations and Definitions**), as follows:

1.2.16 Contractor Clinical Pharm.D. – A clinical pharmacist, employed by the contractor, **or the contractor's subcontractor(s)**, who holds a Pharm.D. degree **with residency training completion** and has in-depth knowledge of medications and consults with physicians and other health care professionals on drug dose control and drug usage. The Contractor Clinical Pharm.D. is the primary point-of-contact for the CMO for clinical or non-administrative issues concerning the Contractor's performance under the Contract.

3. Revise RFP Section 3.2.17.5 (**Contractor's Program Manager**) to **add Section 3.2.17.5 G**, as follows:

3.2.17.5 Contractor's Program Manager

- A. The Contractor shall have a Contractor's Program Manager, which shall be other than one of the On-site Clinical Pharm.D.s.
- B. The Contractor's Program Manager shall be the Contractor's main point-of-contact for any contract matters raised by the DPSCS Contract Monitor.
- C. Although it is expected that the Contractor's Program Manager will be located Off-site; upon request, the Department will consider providing space On-site for the Contractor's Program Manager, either primarily or part-time.
- D. The Program Manager shall have, at a minimum, a master's degree in health administration or other health fields, or an MBA. bachelor's degree in any health-related field or in healthcare management. However, a master's degree in any health-related field or in healthcare management is preferred. It is preferred that this individual have correctional pharmacy management experience with multiple sites.
- E. The Program Manager shall be based in the State of Maryland and work full-time in the State. The Program Manager's time shall be dedicated exclusively to the DPSCS Pharmacy Services Contract.
- F. The Program Manager shall have at least three (3) years of experience in pharmacy management that is documented with one or more references. Experience with correctional pharmacy management at multiple sites is preferred.
- G. DPSCS expects the Contractor's Program Manager to be actively involved on a daily basis with the provision of Pharmacy Services, including being physically present for all meetings called by DPSCS, to include but is not limited to; e.g. Wardens MAC Meetings, patient care concerns meetings, death reviews, EHR meetings related to bi-directional medication orders; and medication audit processes. The Contractor's Program Manager and Clinical Liaison are expected to provide a high-contact, high-touch service on a continuous basis, and to engage with the Other Healthcare Contractors throughout the regular course of business of contract performance. DPSCS also expects the Contractor's Program Manager to be available by phone 24/7/365 for emergencies, as well as on-site as needed for daily operational issues regarding site facilities statewide, internal auditing contract issues, and any after-hours crisis or additional facility requests regarding problems. The Contractor's Program Manager shall also designate/identify personnel to contact in times of short term absence, vacation, or sick leave. If the timeframe shall be greater than two (2) weeks, the Contractor's

Program Manager must also provide a list of personnel contact names in the priority order of contact.

4. Revise RFP Section 3.2.17 (Staffing and Management) to **add Section 3.2.17.10**, as follows:

3.2.17.10 The Clinical Liaison shall be based in the State of Maryland and work full-time in the State. The Clinical Liaison's time shall be dedicated exclusively to the DPSCS Pharmacy Services Contract.

5. Revise RFP Section 3.2.19.2 (Statewide Quarterly P&T Committee), as follows:

3.2.19.2 The Committee shall be led by the Contractor's Clinical **Liaison** ~~Pharmacy Liaison~~, and shall include representatives of DPSCS and representatives from all Other Healthcare Contractors of inmate health services. Final authority over therapeutic decisions rests with the CMO.

Date Issued: **MARCH 28, 2018**

Issued and Authorized By:

<signed>

Andrea R. Lockett
Procurement Officer