

ADDENDUM ONE
REQUEST FOR PROSPOSALS
COMPREHENSIVE PHARMACY MANAGEMENT SERVICES FOR THE HERNANDO
COUNTY SHERIFF'S OFFICE

NOTICE: While the use of an R.F.P. process is not a legally required process for the Hernando County Sheriff's Office, this process is utilized to allow for the convenience of the Hernando County Sheriff's Office and for bidders to provide a comprehensive and relevant initial presentation of their available resources and services to achieve the goals of the RFP.

The following questions were received by the stated deadline from multiple interested parties and they are presented as they were received, in this addendum to the Request for proposals:

- 1- How much we have to pay to the consultant pharmacist mentioned in proposal? Do we need to contact him? What is term of payment?**

The Consultant Pharmacist is Todd Schmidt and his fee is \$350.00 per month. He performs monthly inspections as required by our Modified IIB Pharmacy License. His contact information will be provided to the company who receives the contract award.

- 2- How we have to submit the drug prices? I mean is it per pill or unit? Do we need to add management fee on top of that for submission?**

As stated in the RFP the pricing for the listed medications is per pill, and we prefer actual cost. After pricing the medication list, please specify what your dispensing fee would be on top of the medication cost, it can be either per prescription or a per diem flat rate fee with set guidelines on outlier limits/costs, or a fixed monthly management fee.

- 3- page 12 (1.3) packaging of the medicine # what is preferred weather unit dose single blister containing single medicine or Multidose single blister like (Multimed pack or meds on time pack)# where all the medication for the particular passing time is all together.**

Single dose blister packs

- 4- page 13(1.12)Emergency Medical Kit (EDK) or Crash cart# please elaborate list of medication for EDK or crash cart as per the requirements of your facility.**

Our current Emergency kit contains Glucagon Injection 1mg, EpiPen Injection 0.3 mg, Nitrostat SL 0.4 mg, Dexamethasone Injection, Depo-Medrol Injections 40 mg/ml, and Narcan Nasal Spray. This list is subject to change and quantities of each drug may vary.

- 5- page 13 (1.7) proof of pedigree compliance# Please elaborate in detail what exactly required as proof of pedigree compliance.**

The F.D.A. rolled out a national program called "Drug Supply Chain Security Act (DSCSA)" which has replaced the Pedigree requirements in Florida. Each Pharmacy permit (including the jail) should be pulling this data on any prescription drug purchases from their wholesaler web-site on a weekly basis and storing that data electronically for a period of 6 years per Federal Requirements. This report identifies similar information to the old Pedigree document. The vendor Pharmacy needs to assist in this data collection for stock medications by supplying the pedigree or setting up an account through a wholesaler where the facility purchasing the item in manufacturer's unit dose packaging for use on site.

- 6- page 13 (1.14) consultant pharmacist# Please provide approximate hours of service and cost related to service provided by consultant pharmacist to facility over the calendar year.**

Consulting Pharmacist visits monthly and his fee is \$350.00 per month.

- 7- page 13(2.1) Delivery# Is it mandatory to provide requested medication on the same day upon receiving request? This information would help us to propose the cutoff time. Upon receiving request how much time do we have to deliver medication to facility?**

No, but Please state in the proposal what your cutoff time is for same day delivery or what are your cutoff times and delivery times are. Daily deliveries are required by 1530 Monday-Saturday as stated in RFP.

- 8- page14 (2.5) near each facility# Do you have more than one facility or are there Different facilities within the same compound. The word each facility is mentioned multiple times in the RFP. If yes please provide the location of each facility?**

We have three buildings on our grounds all located at the same address.

- 9- page 14(4.3) Online Reporting system# please elaborate what kind of reporting ? Is it same as EMAR or you meant something else?**

Our EMR contains MAR. We need the pharmacy to track and report statistical information such as number on inmates on psychotropic medications, costs by disease as related to medications, tracking certain drugs such as tolinaftate, etc. We don't necessarily need access to it but must receive information in a timely fashion. The 24/7 reporting should be the ability to electronically submit medication orders via the required interface with our EMR.

- 10- Name and Type of current pharmacy# if you don't mind please provide Name and Type of pharmacy currently providing service to the facility . It would really help us to determine to provide best service to you at best possible cost and compliance.**

Our Current Pharmacy is 1st Choice Pharmacy in Holiday and they are a Community Pharmacy, Schedule II and II 3:1 Pharmacy Technician Ratio Approved per their license.

- 11- Page 9 price Sheets # I can see that you are asking for the price reflective to the EXACT NDC of product requested and we would keep that in mind . Are you open to different NDC products which are direct equivalent and generic medication from different manufacturers? or It has to be same NDC products we have to dispense or you prefer certain manufactures . please provide information .**

Exact NDC for comparative purposes, but I would suggest adding a column for generic pricing at best cost for your proposal. Each offeror must list its' correlating actual acquisition cost unit price PER EACH tablet and/or capsule.

- 12- Page 19 COST PROPOSAL# Is it mandatory to provide dispensing fee to RFP if we decide not to charge any dispensing fee to any of the prescription we provide to the facilities to save government money.? if yes then I am assuming that the dispensing fee must stay uniform per prescription dispensing.**

No it is not mandatory; submit the proposal as you determine to cover all aspects of the RFP and all mandatory requirements; that is not one.

- 13- Page 17 (9.2) unused pharmaceutical and applicable credits# would you please provide me the detail of current practice of legal return and credit with current pharmacy .I would also like to know medication returned ratio (if you may provide please) in comparison with received medications per month (average percentage) (%). It would really help us to figure out best cost proposal to save government money.**

We only return blister packs that have not been given to the inmate for self-administration (they were only in the nurses hands) and we issue a 3 day voucher for medications (hence the need for a local contract with a pharmacy to have a place for the inmate to go get a 3 day supply of medications). I do not have percentages but I can tell you my returns run at about a range of 2% to 9% of my total pharmacy bill (total including the monthly management fee) If someone is on an acute antibiotic we usually do not return them but instead of a voucher send them home with their medications to finish.

14- Page 7 of the RFP indicates that the offeror shall include any terms or requirements within the RFP that preclude the offeror from responding or add unduly restrictive cost, subject to the discretion of the Procurement Officer.

Page 13, Section 2.1 indicates that daily orders are required by 1530 on delivery days. Local community preference will be a consideration for contract award. This requirement will limit competition to only local vendors that can make a same day delivery to the jail but may not offer many of the technological, clinical, formulary management, and operational services and efficiencies that are unique to the correctional industry that your facility will require.

To allow for additional competition, will you modify your delivery requirement to read - All orders received at the pharmacy by the designated daily order cut-off time must be delivered the next business day.

The service ability preferred is stated in the RFP.

15- If not, what concerns do you have regarding allowing next business day delivery of medications to your facility?

We have limited stock medications and will benefit more by same day delivery.

16- Page 12, Section 1.2 indicates that medications shall be packaged in unit-dose 30-count blister cards in two week supply quantities or Weekly Dispill packaging. The only exception to this is costly HIV/Hepatitis medications which shall be sent in a one weeks supply on blister cards.

Please clarify if bidders will have the option to utilize blister cards or the Dispill packaging at their discretion. Or, will Hernando County determine which medications are to be packaged in which system?

Our preference is blister cards; you have the option in the RFP to bid however, you wish. We do require a fourteen (14) day supply on chronic medication and seven (7) days on costly medications.

- 17-Page 12, Section 1.3 indicates that all packaging must be unit-dose and each individual blister card must be labeled with the name of the medication and strength, manufacturer name, NDC number, lot number, Picture of medication, and expiration date.**

Blister cards are considered unit of use packaging unless each individual bubble of the blister card is labeled with the medication name and strength, lot number, manufacturer, and expiration date making them unit dose packaging. Please confirm that you are seeking unit-dose blister cards as defined herein to ensure inmate safety when medications are returned for credit.

Our preference is blister cards unit of use packaging with AAC plus 100% refunding.

- 18- It is highly atypical to request a picture of the medication on the blister card. In lieu of a picture, would a tablet/capsule description be permitted for product identification purposes?**

Picture is preferred.

- 19-Page 13, Section 1.5 indicates that a two-part label with a peel-off refill sticker is required.**

Is a facility the size of Hernando County still submitting refill requests manually by removing a sticker and faxing the request to the pharmacy?

Yes

- 20- If so, to improve operational efficiency, will you require bidders to provide the County with an option for electronic refill submission as part of their bid offering?**

All requirements are listed in the RFP.

- 21-Page 13, Section 1.14 indicates that the Contractor is responsible to pay for the services of the consultant pharmacist currently used by the facility.**

Since it is required for the pharmacy to pay for this service, what is the current rate being paid on a monthly basis for the consultant?

\$350.00 per month

- 22-Will bidders have the option to provide their own Florida licensed consultant to provide these services?**

NO

23- If a bidder wishes to retain the services of the current pharmacist, what company is the consultant employed by so bidders can reach out to negotiate a cost for services?

The Consultant Pharmacist is Todd Schmidt and his fee is \$350.00 per month. His contact information will be provided to the company who receives the contract award.

24- Page 19 states that, “The Hernando County Sheriff’s Office prefers a bid rate that emphasizes AAC plus a dispensing fee per prescription and stock piece OR a Per Diem Flat Rate Fee with set guidelines on Outlier limits/costs, or AAC plus a fixed management fee”.

In most, if not all public procurements, cost is not typically considered proprietary and would be readily available without a public records request. Is your current contract rate for pharmacy services one of the following:

Acquisition cost plus a dispensing fee? If so, what is the current dispensing fee?

No. ALL records requests must go through our public records department for fulfillment and tracking. Please make your request of Lana Erickson, Records custodian. For your convenience her email is lerickson@hernandosheriff.org. If a request is made via email, please ensure you follow the directions of any spam blocker which will be emailed to you automatically. Otherwise we cannot ensure your request will be viewed in time.

25- If other, please describe or explain the current pricing structure and rates.

AAC plus fixed monthly management fee.

26- What is the average number of prescriptions filled per month for the past 12 months?

1867 on average are filled per month.

27- Please confirm that the number of prescriptions represented in the response above are based on a 14-day supply per dispensing.

Yes, 14 day supply is the appropriate measurement.

28- How many medications or what percentage of medications are dispensed as stock?

We only stock approximately twelve (12) different stock medications.

29- It is indicated in the RFP that all services are to be in compliance with all applicable state and federal laws, rules, and regulations. Nearly every correctional facility

nationwide has some degree of emergency, night-locker, or first-dose starter stock on hand. Often overlooked is that a pharmacy provider cannot sell/distribute more than 5% of their overall company-wide sales as stock, not just the stock sold to your facility (which some bidders may lead you to believe), without being registered as a wholesaler in Florida or using the services of a wholesaler in Florida to sell and/or distribute wholesale quantities (greater than 5%) of stock medications.

Although bidders' compliance with federal and state regulations regarding stock distribution is anticipated and should be expected, compliance cannot be fully assured unless written documentation is provided to your evaluation committee at the time of proposal submittal.

Being that Hernando County is a law enforcement correctional institution, will you require bidders to submit a copy of their wholesaler license from Florida, or the license and name of the wholesaler in Florida that they will subcontract with for stock distribution in order to be in compliance with all applicable state and federal laws, rules, and regulations?

NO, offerors may submit supplemental material they believe is relevant to their qualifications to perform to the stated desires of the Hernando County Sheriff's Office.

30- Will a bidder's failure to provide proof of compliance with federal regulations at the time of proposal submittal, specifically this requirement, deem that bidder as non-responsive and therefore ineligible for an award?

Conditions of automatic disqualification are listed throughout the RFP. The Hernando County Sheriff's Office retains discretion to weigh each factor of performance as deemed appropriate by the Hernando County Sheriff's Office in determining which offeror to engage with.

31- If not, what process will Hernando County follow prior to awarding a contract to ensure compliance with federal and state laws regarding stock distribution so that a contract is not awarded to a vendor that is later discovered to be unable to comply, which would place your facility (as a law enforcement agency) at risk for possible fines and disciplinary action when inspected by regulatory agencies?

Any process followed currently, or in the future by the Hernando County Sheriff's Office will be determined by the Hernando County Sheriff's Office.

32- Does your facility have a Modified Class 2-B licensed to house stock medications?

YES

33- Do you receive stock in 30-count blister cards?

NO

34- Or, is all stock received in manufacturers' bulk bottles?

YES

35- It is indicated in the RFP that all services will be in compliance with all applicable state and federal laws. If you currently receive stock in blister cards, which is a common practice in our industry, a pharmacy or a wholesaler cannot simply put those medications in a card and label them as stock and still be in full regulatory compliance. A company must be an FDA-registered repackager or use the services of an FDA-registered repackager to legally repack stock medications into blister cards or into any other packaging that results in a change to the original manufacturer's packaging if those repackaged cards are being sold to your facility as stock.

Although bidders' compliance with federal and state regulation is anticipated and should be expected, compliance cannot be fully assured unless written documentation is provided to your evaluation committee at the time of proposal submittal.

Being that Hernando County is a law enforcement correctional institution, will you mandate that bidders comply with federal regulations and use an FDA-registered repackager if stock is sold to your facility in packaging (such as blister cards) that is different than the original manufacturer's packaging?

YES, if they are repackaging.

36- Will you require bidders at the time of proposal submittal to provide evidence such as the FDA Drug Establishment Registration Facility Establishment Identifier of the registered repackager they are utilizing for these services as proof of FDA registration?

YES, if they are repackaging.

37- Will a bidder's failure to provide, at the time of proposal submittal, written documentation to prove that they comply with FDA repackaging regulations regarding the selling of stock medications deem that bidder non-compliant and therefore ineligible to receive an award?

Conditions of automatic disqualification are listed throughout the RFP. The Hernando County Sheriff's Office retains discretion to weigh each factor of performance as deemed

appropriate by the Hernando County Sheriff's Office in determining which offeror to engage with.

38- If not, what process will you follow prior to awarding a contract to ensure bidders' compliance with federal and state laws regarding stock repackaging so a contract is not awarded to a bidder that is later discovered unable to comply, which would place your facility at risk for possible fines and disciplinary actions when inspected by regulatory agencies?

The RFP does not solicit bidder's assistance in this process.

39- What company is your current pharmacy services provider?

1st Choice Pharmacy

40- Do you currently receive credit for returned medications?

YES

41- If so, are you charged a processing fee?

NO

42- Are your returns subject to a minimum value per returned item?

NO

43- Are you receiving credit on all returned medications or only on those where each individual bubble of the blister cards is labeled with the medication name and strength, lot number, expiration date, and manufacturer name?

ALL

44- Regarding credit on returned medications, not all pharmacies apply the same safeguards once medications are returned to them. When a pharmacy reclaims medication for future re-dispensing (which is standard within the industry where permitted by law), if each individual bubble of the blister pack is not labeled with the medication's name and strength, lot number, and expiration date for those medications eligible for reclamation, tracking this information for a medication subsequently re-dispensed to your patients (if recalled or outdated) would be difficult if not impossible.

To avert patient safety issues that will result from outdated or recalled medications being dispensed to Hernando County, will you require the pharmacy to dispense medications in blister card packaging where each individual bubble of the blister card on those medications eligible for reclamation is labeled with the medication's name and strength, lot number, expiration date, and manufacturer's name?

NO

- 45- Will a bidder's failure to provide proof of compliance (such as a sample blister card) at the time of proposal submittal deem a bidder who is unable to ensure inmate safety (in the event of a medication recall) as non-responsive and therefore ineligible for an award?**

Conditions of automatic disqualification are listed throughout the RFP. The Hernando County Sheriff's Office retains discretion to weigh each factor of performance as deemed appropriate by the Hernando County Sheriff's Office in determining which offeror to engage with.

- 46- Medication utilization data is extremely important for bidders in determining a final and accurate bid rate in their response to your solicitation. Not providing actual utilization data to all bidders would result in an unfair competitive advantage to your incumbent provider who already has this information. All bidders, not just your incumbent provider, need the information to firmly establish their bid rates more accurately and intelligently and in the best interests of your facility and the taxpayers of Hernando County.**

Our understanding is that utilization information is not considered proprietary (as some bidders may lead you to believe), and therefore available without the need for a public records or FOIA request, since public money is used to pay for pharmacy services and medications under the current contract. So no unfair advantage is imparted to your incumbent pharmacy provider, can you please provide copies of your two most recent monthly pharmacy invoices or a two-month utilization report that includes actual pharmacy utilization data (with patient names redacted) as this information is readily available from recent invoices or via a report that can quickly be generated by your current pharmacy vendor if requested by Hernando County?

ALL records request must go through our public records department for fulfillment and tracking. Please make your request of Lana Erickson, Records custodian. For your convenience her email is lerickson@hernandosheriff.org. If a request is made via email, please ensure you follow the directions of any spam blocker which will be emailed to you automatically. Otherwise we cannot ensure your request will be viewed in time.

47- Does your facility currently use a barcode electronic order reconciliation and medication return management system that is provided at no cost by your pharmacy vendor?

NO

48- If not, would you consider adding this requirement to your current solicitation, as manual daily order check-in and return processing time can be decreased by up to 75% and medication diversion potential will be virtually eliminated?

The RFP will not be modified to include this as a requirement.

49- Some bidders will routinely invoice their customers the AAC on the last calendar day of the month, as compared to the AAC at the time of dispensing, in order to capture a higher AAC on all dispensings for the month should the AAC increase over the course of a given month.

In order to avert deceptively higher AAC pricing that results from this practice, will you require bidders to invoice Hernando County their AAC at the time of dispensing instead of the AAC on the last calendar day of a respective month?

NO

50- Unfortunately, we have been involved in numerous procurements where other bidders submitted questionable pricing that was not initially apparent to the evaluators on a medication price list, similar to what Hernando County is requesting in your solicitation. Large discrepancies amongst bidders on medication price lists are difficult to explain and should serve as red flags to your evaluation committee when assessing the overall bottom line price.

As you know from your industry experience and procurement knowledge that such tactics, if intentional, are meant to decrease a bidder's overall medication pricing (especially on such a large list of medications) to make them appear more favorable to evaluators

Most commonly a bidder may accidentally, or unfortunately intentionally, enter a price on a non-oral solid that will skew the overall pricing on the entire list of medications. For example, we often see bidders submitting a price for 1mL of Lantus insulin instead of a price for a 10 mL vial. The same is seen with Ventolin Inhalers, many bidders will provide a price for 1 inhaler whereas others will provide a price on 1 gram. Some bidders will enter a low price on just one line item that will directly lower the bottom line price the evaluation team will see. These variances will greatly impact and incorrectly represent the overall cost being shown on their price list.

To ensure that all bidders provide their prices based on the exact same quantities of the medications, would you please confirm how you wish for bidders to price the following medications:

Page 20, line 30, tolnaftate cream – is 5659 the total grams or total number of tubes?

Page 20, line 7, Ventolin HFA – is 3861 the total grams or total number of inhalers?

Page 20, line 8, Novolin 70/30 – is 580 the total milliliters or total number of 10 mL vials?

Page 20, line 12, Lantus – is 210 the total milliliters or total number of 10 mL vials?

Page 21, line 12, Tubersol – is 95 the total milliliters or total number of 5 mL vials?

Page 21, line 29, Novolog Mix – is 40 the total milliliters or total number of 10 mL vials?

Page 21, line 33, Novolin R - is 90 the total milliliters or total number of 10 mL vials?

Page 21, line 41, Neo-poly – is 190 the total milliliters or total number of 10 mL bottles?

Page 21, line 42, Levemir – is 30 the total milliliters or total number of 10 mL vials?

The items listed, are the top 50 used drugs in 2017 as listed in the RFP and there is no relation to the pricing of each. If you would like to include both alternatives in your pricing, please do. However, the direction in the RFP states on page 19, “Each offeror must list its correlating actual acquisition cost unit price PER EACH tablet and/or capsule, and each unit of use for vials, topicals, inhalers, etc.”

51- Will there be an opportunity to ask more questions, for clarification purposes, in the event responses to submitted questions are unclear?

No, the deadline for questions has passed and no further questions will be permitted.

This **Addendum** is offered to allow offerors to garner a further understanding of the desires of the Hernando County Sheriff’s Office and shall not serve to modify or alter any condition of the Request for Proposal.

Pursuant to the parameters of the R.F.P. the Acknowledgment of Addendum must be signed and returned.

ACKNOWLEDGMENT OF ADDENDUM

The undersigned, on behalf of the Offeror pursuant to the **REQUEST FOR PROSPOSALS
COMPREHENSIVE PHARMACY MANAGEMENT SERVICES FOR THE HERNANDO
COUNTY SHERIFF'S OFFICE**, hereby acknowledges receipt of the ADDENDUM.

DATE

OFFERING PARTY (Print)

TITLE

SIGNATURE