

Q&A for Psychiatrist RFQ3140003407

1. Is this open to locums? The contract is for a personal service contract for Psychiatrist Services. If all aspects of the bid requirements are met and locums can provide one Psychiatrist that can perform the services required for the duration of the contract, then yes. (contract duration is 3 year contract with two 1 year renewals with option for Boswell to cancel contract with 30 day notice if contract is no longer needed.)
2. What is the estimated budget? The budget is currently undetermined. We will address this depending on the selected vendor to fulfill the position.
3. How many hours per week is expected for the psychiatric services? Currently right now, it is 10 hours, but we are talking about increasing this as the need increases. The overall starting requirement for hours has not been settled on at this time. But for now, 10 hours.
4. Who is the incumbent vendor providing services if applicable? Not applicable
5. How long has each vendor been contracted? The last contract period was a 1-year emergency contract to allow us time to solicit this contract. At completion of this contract the emergency will be terminated.
6. What is the annual spend associated with these services currently? So far out of this contract the total is \$34,500 for the course of the emergency contract of 6 months.
7. What are the current billing rates for the vendor providing services? This contract is for the purposes of hiring the best qualified vendor for the Job. The money factored into the final score is 35% of the final Score. With different qualifications and techniques used, the price of the services may change therefore the question does not impact the solicitation enough to say the price of a potential bidder if they stick with the same price.
8. Have your current vendor met expectations around key deliverables? Yes.
9. How many hours of service have been utilized by the psychiatrist position during most recent fiscal year? Between 1 and 10 hours per week.
10. Are on call services needed? Yes.
11. If on call services are needed, when and how often. After hours is 4:30 pm-8:00 am. As far as how often it will depend on the state for crisis and how many people are needing assistance.
12. Will a vendor Psychiatrist be required to travel/commute between BRC main campus and group homes? If so, how frequently and on average how many miles per week? Yes, the amount of travel may vary due to issues an individual may have, we are spread out over several counties and depending on the issues that need to be addressed in different areas it will change month to month.
13. To confirm, BRC is seeking one full time equivalent to function as a psychiatrist? If more than 40 hours in coverage are needed per week, please advise? Yes, we are looking for one person for the position. As of right now the contract is for up to 10 hours but we may adjust this as needed to accommodate issues as they arise.
14. How many providers(physician's and/or Midlevel practitioners) are supporting the average daily census of 150? Currently we have two doctors and a nurse practitioner on contract aiding our nursing department. The nurses we have will be in each residential location around the clock. Also to support our nurses that are BGRC employees we have a couple nursing staffing companies contract to fill the gaps.
15. Who will the vendor Psychiatrist report into at BRC? For example, is there a Medical Director onsite or at a state level? We have a Director of Nursing and a Director of Psychology on site.

16. In the event the vendor Psychiatrist is eligible for board certification, how long can they provide services before obtaining Board Certification. **All applicants will need to be board certified before a qualification will be accepted.**
17. How many billable work hours in a full day for a full time equivalent (FTE)? **If the position was a full time employee of Boswell Regional Center it would be 8 hours a day.**
18. How many billable days per year for a FTE? **Up to 260 days per year.**
19. What is the anticipated award date? **The award date is not set in stone due to the grading and the interviews.**
20. Please describe the supplies, materials, and equipment that would need to be provided by the awarded vendor(e.g. Wi-fi, computer, office supplies, testing materials). **The only items the vendor will need to provide would be items for specialize treatments. As far as office supplies and a computer at our site we can make some accommodations.**
21. How many positions are filled? **Not sure to the questions meaning but we are looking for one position.**
22. With respect to the quick turnaround time between when the questions and statements of qualifications are due, would BRC consider extending the SOQ due date to factor in when answers are posted and the mailing time required for a hard copy submission? **No, the timetable of the due dates are not going to be changed. The response can be also made online at <http://Protal.magic.ms.gov> RFQ3140003407**
23. What is the estimated number of hours per week/year? **Up to 10 hours per week, maybe more depending on where the contract is set. Up to 520 hours per year depending on a 10 hour/week schedule.**
24. What is the anticipated number of positions needed for this service. **1**
25. Can we submit sample resume representative of the type of candidates we would present? **We are looking for one person for the position but resumes of all people potentially associated with the contract may be submitted.**
26. Can licenses and certificates be submitted upon approval of candidates we would present? **All licenses and certificates will need to be submitted with the qualifications on the due date.**
27. Are bidders required to submit resumes and licenses of potential candidates? **Yes**
28. Are electronic/digital signatures accepted in lieu of wet signatures? **Yes**
29. By what date will BRC provide answers to questions submitted by vendors? **4/5/2023**
30. Can BRC provide more details on the "interview" in section 8.0 "evaluation SOQ"? **We will conduct interviews with the person that will be performing the services required. If others wish to be present that is fine. The interviews will be conducted by the selection panel who will be grading the qualifications.**
31. Can BRC define "normal working hours" for this role as indicated in Section 11.0? **Normal working hours is anytime between 8:00 am and 4:00 PM for anyone on schedule to work that day, Monday-Friday.**