



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
VET08C010

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
JOHN ABBOTT
304-558-2544

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

DIVISION OF VETERANS AFFAIRS
VETERANS NURSING FACILITY

ONE FREEDOMS WAY
CLARKSBURG, WV
26301 **304-627-2415**

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
03/02/2008				

BID OPENING DATE: **03/12/2008** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM #01		
				THIS ADDENDUM IS ISSUED TO MODIFY THE REQUIREMENTS OF THE ORIGINAL REQUEST FOR QUOTATION SPECIFICATIONS, PER THE ATTACHED.		
0001	1	LS		948-86		
				PHYSICAL/OCCUPATIONAL/SPEECH THERAPY SERVICES		
				***** THIS IS THE END OF RFQ VET08C010 ***** TOTAL:		

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**GENERAL TERMS & CONDITIONS
REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)**

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. All quotations are governed by the *West Virginia Code* and the *Legislative Rules* of the Purchasing Division.
4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125.00 registration fee.
5. All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the term of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
6. Payment may only be made after the delivery and acceptance of goods or services.
7. Interest may be paid for late payment in accordance with the *West Virginia Code*.
8. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, this Contract may be deemed null and void, and terminated without further order.
14. **HIPAA Business Associate Addendum** - The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division.
2. **SPECIFICATIONS:** Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Complete all sections of the quotation form.
4. Unit prices shall prevail in cases of discrepancy.
5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
6. **BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications.

SIGNED BID TO:

Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

**West Virginia Veterans Nursing Facility
RFQ: VET08C010
Addendum #1**

Question #1: Is this the first addendum for this request for quotation?

Answer: Yes

Question #2: On page number 5 of the RFQ it references preferences if any?

Answer: You only answer if they apply to you.

Question #3: Questions that are listed under the vendor requirement, are these questions to be answered by the vendor?

Answer: Yes

Question #4: Does the Facility have a Medicare Provider Number?

Answer: No, we currently do not because we are not a certified Medicare Provider.

Question #5: Under the pricing section: The RFQ is asking for a quote for the Therapist hourly rate. Is this Therapist time in facility or productive treatment time? Have you considered quotes that would offer a daily rate based on PART A RUG Categories or a minute charge based on billable treatment time?

Answer: Vendor is to provide the hourly rate for the therapist time with patients and if the rate is different for non patient time then that rate needs to be identified as well. Bid form has been modified. Examples of non patient time would be: attending meetings, In-Service Training and Quality Assurance meetings.

We have considered a daily rate based on PART A RUG Categories, but not for this RFQ.

Question #6: Page 9, Vendor Requirements, Section e: "Must provide Medicare Part B provider number."

Answer: Yes

Question #7: Will the vendor that is providing the therapists be responsible for billing Medicare Part B directly for the services?

Answer: Yes, since the facility is not Medicare or Medicaid certified then the vendor needs to have a Part B number to do the billing for patients who have Medicare Part B.

Question #8: What is the anticipation date of going Medicare/Medicaid?

Answer: Do not know at this time when or if it will occur. Not aware of any legislation which has been approved.

Question #9: Will a new RFQ go out if/when you go Medicare/Medicaid?

Answer: This contract will be for a year. Do not know if a new RFQ will be issued.

Question #10: What was the purpose of asking for the percentage of Hicpic?

Answer: For future reference.

BID FORM

There are a total estimated 350 hours per month of physical therapy / occupational therapy and speech therapy. This number of hours could fluctuate according to the facility census. Whether more or less, vendor will be required to provide the services by physician orders in a timely manner as needed or as requested by the facility.

Below is a breakdown of estimated hours for physical therapy/occupational therapy and speech therapy. These totals are subject to change dependent on physicians orders.

The Vendor is to submit as their proposal the amount to be paid to the vendor in an hourly rate for each service.

Physical Therapy	hourly rate	_____	x	200	=	\$ _____
Occupational Therapy	hourly rate	_____	x	100	=	\$ _____
Speech Therapy	hourly rate	_____	x	50	=	\$ _____
Non-Patient Time	hourly rate	_____	x	20	=	\$ _____
Medicare Part 'B'	% of HCPCS	_____	x	\$ _____	=	\$ _____
TOTAL						\$ _____

This quotation is for services only; equipment to be purchased will be addressed once the vendor is selected, and paid by the WV Veterans Nursing Facility.

SIGN IN SHEET

Page 1 of 1

Request for Proposal No. VET08010

PLEASE PRINT

Date: 2-27-08

* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>WV Veterans Nursing Facility One Freedoms Way</u>	<u>Clarksburg WV 26301</u>	PHONE <u>626-1602</u> 2015 TOLL FREE FAX <u>626-1605</u>
Rep: <u>Susan Krafft</u>		
Email Address: <u>Susan.M.Krafft@wv.gov</u>		
Company: <u>WV Therapy Services, LLC</u>	<u>306 West Main Street</u>	PHONE <u>304-677-3848</u> TOLL FREE FAX <u>304-842-3138</u>
Rep: <u>Greg Hayes, VP</u>	<u>Bridgport, WV 26330</u>	
Email Address: <u>ghayes@wvtherapy.com</u>		
Company: <u>FUNCTIONAL PATHWAYS</u>	<u>317 EBENEZER RD</u>	PHONE <u>888-531-2204</u> TOLL FREE FAX
Rep: <u>BRAD CARTER</u>	<u>KNOXVILLE TN 37923</u>	
Email Address: <u>bcarter@PPDFAR.com</u>		
Company: <u>WV Veterans Nursing Facility</u>	<u>One Freedoms Way</u>	PHONE <u>304-626-1600</u> TOLL FREE FAX <u>304-626-1605</u>
Rep: <u>Sonia Bantley Gibson</u>	<u>Clarksburg WV 26301</u>	
Email Address: <u>Sonia.bg@comcast.net</u>		
Company:		PHONE TOLL FREE FAX
Rep:		
Email Address:		

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DIVISION
STATE OF WV