



ADDENDUM #1

02/19/2024

TO: ALL POTENTIAL SUBMITTERS

FROM: NINA ALEXANDER, BUNCOMBE COUNTY PROCUREMENT AGENT

SUBJECT: ADDENDUM #1 FOR RFP Academic Health Department

The following changes, revisions, additions, and/or clarifications to the plans and/or specifications are hereby made a part of the original documents.

Addendum # 2

The following questions were asked by potential bidders:

2.5 PROPOSAL SUBMITTAL

1. Can you please describe how you want the final work presented and to whom?

Please send the completed proposal to Nina Alexander via email as described in the RFP. PDF is the most common format, but this is not a requirement.

2. Is there a page limit on the final work?

There is no page limit. The maximum file size is 9 mb if sent as an email attachment. Larger files may be submitted via a secure link to a shared file.

2.6 PROPOSAL CONTENTS

3. Can you please share the anticipated budget for this project?

We have budgeted up to \$300,000 to award for this project.

4. Do you have a funding allocation dedicated to this potential partnership that you can share for the purposes of strategizing on shared funding?

We are unclear on this question.

5. If we plan to embed academic faculty to support partnership, could their annual salary (or part of it) be included here?

Yes, salary can be applied to this funding.

3.2 EVALUATION CRITERIA

6. Please detail what type of financial statements. Would our annual budget description work?

Financial statements include documents that would be provided to investors or lending agencies, such as the balance sheet, income statement, and cash flow statement.

4.1 CONTRACT TERM

7. When do you anticipate “effective date”; e.g., 1/1/24? Can we stipulate our intended effective date in our proposal?

July 1, 2024, is the anticipated effective date.

5.0 SCOPE OF WORK

8. Do you already have community stakeholders identified for building the Academic Health Model or would this be a part of the contracted work?

This is part of the contracted work.

9. Can you please share a list of community stakeholders and the number of staff (and in which departments) within the agency that you wish us to engage?

This is part of what the contract work is to determine.

10. Do you have an expected number of engagements for this coordination?

We do not have the expected number of engagements.

11. Are there space allocations available at your setting for:

a. Small groups?

Yes

b. Classrooms? (sizes vary from 8-55 students)

Yes

c. Clinic rooms (limitations on days/times?)

Possibly, depending on clinic scheduling

12. Do you have any anticipated site limitations?

a. Cap on # of students able to be imbedded by semester during this collaboration?

No

b. Are there any off-limit sites/settings at BCDHHS where we could not collaborate?

No

13. Can the project team hold meetings with the county team virtually or are in-person meetings expected?

A mix of in-person and virtual is acceptable, and we anticipate in-person meetings when they are more beneficial.

14. Can you specify opportunities or needs you have for collaboration at BCDHHS with the following student groups that have arisen from your staff:
- a. Nursing
 - i. Undergraduate -> preparing Registered Nurses (RN)
 - ii. DNP (current RNs, preparing to be nurse practitioners)

 - b. Social Work (graduate level)

 - c. Physical Therapy (graduate level)

Part of the scope of the contract is to identify needs across the scope of our Public Health Department programs.

15. Available preceptors in this partnership (at graduate and undergraduate level)? We are hoping to detail a collaboration that could utilize a preceptor model, do you have any limitations you foresee in our development of this model?

No, we don't foresee any limitations.

16. What level of buy-in (medical officers, staff, etc.) do you have at your facility for this AHD?

Health Director, Medical Director, Director of Nurse, Senior Leadership Team. Part of the scope of work is engagement at all levels.

17. How many nurses are employed at BCDHHS?

The scope of work to build an Academic Health Department will encompass ALL the public health program. This does include but is not limited to approximately 40 nurses. We have approximately 150 total public health staff within our public health department.

18. What are the most pressing needs from your health department that academic nursing could contribute to?

The scope of work to build an Academic Health Department will encompass ALL public health program. This does include but is not limited to approximately 40 nurses. We have approximately 150 total public health staff within our public health department

19. What partnering is currently happening between BCDHHS and other academic partners?

Host RN students, NP students, WIC interns, Environmental Health Interns, Master of Public Health Interns. Educational experiences are not currently coordinated across programs.

6.0 GENERAL TERMS AND CONDITIONS

20. Do you have an estimated allowance of federal funding to support this partnership? If so, please specify, or should we develop a proposal that is self-sustaining without additional funding sources from the applicant and BCDHHS?

The funds used for the program originate from the CDC and are passed through to us through the State. Proposals should include a program sustainment plan once the funds expire.

END OF ADDENDUM # 1

RFP Academic Health Department