

**NORTHERN MAINE COMMUNITY COLLEGE
REQUEST FOR PROPOSAL
Health Center – Fiscal year 2021/2022**

Northern Maine Community College is currently seeking proposals for an Advanced Practice Registered Nurse, Physician Assistant, Nurse Practitioner, Registered Nurse with direct Physician Oversight or other like practitioner to serve as the College’s primary student healthcare provider in NMCC’s student health center for the next three years. The contract is awarded for a 3-year term with possibility of extending for two one-year terms.

The successful bidder will provide direct medical services to students during specific hours, as negotiated. In addition to direct services (including prescription writing), the provider will: act in liaison capacity with other healthcare providers and oversight entities; facilitate employee OSHA medical compliance testing, as directed; review student health and college records as relate to academic program and affiliate requirements; coordinate/deliver health and wellness information to students; and, be a participating member of the college’s behavioral intervention team.

Preferred providers will have: CDC Immunization & Vaccine training; experience with the Maine Dept. of Human Services Bureau of Health Immunization Program; ensure compliance with CLIA regulations as they apply to the campus’ health center; experience prescribing and dispensing both drugs and medical devices with current and valid DEA license; previous experience maintaining OSHA compliance and record-keeping requirements; experience with medical coding for insurance reimbursement; back-up coverage for direct-service hours; positive references; malpractice insurance in force; demonstrated ability to work independently in a high-traffic office; supervise clerical support and be student-oriented.

The successful candidate will be selected using the following criteria:

Factor	Weight
Total proposed price and billing rates	30%
Qualifications, Pertinence and/or quality of references	30%
Overall suitability to the NMCC’s needs	30%
Proposal Quality, Detail and Organization	10%

Proposals shall include the following:

- Health Center Fiscal Year 2021/2022 Bid Form
- Documentation/certification of CDC Immunization & Vaccine training
- Valid DEA license
- Malpractice Insurance policy
- Detailed contact information for back-up coverage
- Names, phone numbers, addresses of 3 references

Proposals shall address areas of wellness that will be emphasized by the successful bidder, and a plan for how those areas will be addressed. Questions concerning this request for proposals must be submitted via email to jeclark@nmcc.edu and copied to miwilliams@nmcc.edu with the subject: Questions - Health Center RFP. Proposals should be submitted by email to jeclark@nmcc.edu and copied to miwilliams@nmcc.edu or mailed to:

NMCC – Health Center RFP
33 Edgemont Drive
Presque Isle, ME 04769

Submit questions & Intent to Respond to	jeclark@nmcc.edu and copied to miwilliams@nmcc.edu
Request for Proposal Opening date:	September 24, 2021
Deadline for questions	October 6, 2021
Proposal submission deadline	October 14, 2021 @ 2:00pm
Intended Award Date	November 1, 2021

The college reserves the right to reject any or all bids.
This RFP shall be referenced in, and considered part of, any final contract.
See attached Notice to Bidders.
NMCC is an EEO/AA Title IX, Section 504 employer.

Bid Form
Health Center – Fiscal year 2021/2022
Northern Maine Community College

To: Northern Maine Community College – Purchasing
33 Edgemont Drive
Presque Isle, ME 04769

From: _____

Contact#: _____

Having carefully examined:
Northern Maine Community College Health Center – Fiscal year 2021/2022
Request for Proposals (including attachments) and related documents/correspondence

Total price per fiscal year \$ _____

Signed by:

Bids Due: June 30, 2021 by 2:00 p.m.

NOTICE TO VENDORS AND BIDDERS:

STANDARD TERMS AND CONDITIONS APPLICABLE TO ALL MCCS CONTRACTS

The following standard contracting terms and conditions are incorporated and shall become a part of any final contract that will be awarded by any college or other operating unit of the Maine Community College System (collectively "MCCS"). These terms and conditions derive from the public nature and limited resources of the MCCS. MCCS DOES NOT AGREE TO:

1. Provide any defense, hold harmless or indemnity;
2. Waive any statutory or constitutional immunity;
3. Apply the law of a state other than Maine;
4. Procure types or amounts of insurance beyond those MCCS already maintains or waive any rights of subrogation;
5. Add any entity as an additional insured to MCCS policies of insurance;
6. Pay attorneys' fees, costs, expenses or liquidated damages;
7. Promise confidentiality in a manner contrary to Maine's Freedom of Access Act;
8. Permit an entity to change unilaterally any term or condition once the contract is signed; and
9. Automatic renewals for term(s) greater than month-to-month.

By submitting a response to a Request for Proposal, bid or other offer to do business with MCCS, YOUR ENTITY UNDERSTANDS AND AGREES THAT:

1. The above standard terms and conditions are thereby incorporated into any agreement entered into between MCCS and your entity; that such terms and condition shall control in the event of any conflict with such agreement; and that your entity will not propose or demand any contrary terms;
2. The above standard terms and conditions will govern the interpretation of such agreement notwithstanding the expression of any other term and/or condition to the contrary;
3. Your entity will not propose to any college or other operating unit of the MCCS any contractual documents of any kind that are not in at least 11-point font and completely contained in one Word or PDF document, and that any references to terms and conditions, privacy policies or any other conditions referenced outside of the contract will not apply; and
4. Your entity will identify at the time of submission which, if any, portion or your submitted materials are entitled to "trade secret" exemption from disclosure under Maine's Freedom of Access Act; that failure to so identify will authorize MCCS to conclude that no portions are so exempt; and that your entity will defend, indemnify and hold harmless MCCS in any and all legal actions that seek to compel MCCS to disclose under Maine's Freedom of Access Act some or all of your submitted materials and/or contract, if any, executed between MCCS and your entity.

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5. Add any entity as an additional insured to MCCS policies of insurance;
6. Pay attorneys' fees; costs, including collection costs; expenses or liquidated damages;
7. Promise confidentiality in a manner contrary to Maine's Freedom of Access Act;
8. Permit an entity to change unilaterally any term or condition once the contract is signed;
9. Automatic renewals for term(s) greater than month-to-month;
10. Limitations on MCCS' recovery of lawful damages incurred as a result of breach of the contract;
11. Limitation of the time period under which claims can be made or actions brought arising from the contract;
12. Vendor's terms prevailing over MCCS' standard terms and conditions, including addenda; and
13. Unilateral modifications to the contract by the vendor.

BY SUBMITTING A RESPONSE TO A REQUEST FOR PROPOSAL, BID OR OTHER OFFER TO DO BUSINESS WITH MCCS, **YOUR ENTITY UNDERSTANDS AND AGREES THAT:**

1. The above standard terms and conditions are thereby incorporated into any agreement entered into between MCCS and your entity; that such terms and condition shall control in the event of any conflict with such agreement; and that your entity will not propose or demand any contrary terms;
2. The above standard terms and conditions will govern the interpretation of such agreement notwithstanding the expression of any other term and/or condition to the contrary;
3. Your entity will not propose to any college or other operating unit of the MCCS any contractual documents of any kind that are not in at least 11-point black font on a white background and completely contained in one Word or PDF document, and that any references to terms and conditions, privacy policies or any other conditions referenced outside of the contract will not apply; and
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