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**REQUEST FOR PROPOSALS**  
**RFP #IVCSHS-2020**  
**PROVIDE HEALTHCARE SERVICES FOR STUDENTS OF**

Psychological/mental health  
Sexually transmitted diseases (STD)

2)

#### 10) MINOR SURGICAL PROCEDURES

Minor surgical procedures including laceration repair, incision and abscesses, cysts, skin tags/warts/mole removal, and nail excision. Dressings, local anesthesia and sterilization must be free of charge.

#### 11) GENERIC DRUGS

Please list all generic drugs (topical/oral/injectable) that will be dispensed on-site free of charge.

Please list other generic drugs (topical/oral/injectable) that will be dispensed on-site at a reduced cost.

### B. OTHER SERVICES

#### 1) COMMUNICABLE DISEASES

Provider shall report all cases of communicable diseases to the County Health Department, as required by law, and to the specified District Administrator.

List any communicable diseases that cannot be reported to the college due to privacy laws.

#### 2) HEALTH AND WELLNESS OUTREACH EVENTS

Provider shall participate in campus health and wellness events promoting health care services for students as requested by the District. Minimum one (1) student health fair per semester will be planned, coordinated, and executed under the supervision of the District's assigned supervisor.

#### 3) PSYCHOLOGICAL SCREENING

Psychological screenings with appropriate linkage to IVC Mental Health Counseling Services and/or referrals to outside mental health facilities shall be performed.

#### 4) COMMUNITY REFERRALS

Community referrals include, but are not limited to Imperial County Health Department, Planned Parenthood, Dental Association, Imperial County Behavioral Health Services, Crisis/Suicide Prevention Hotline, AIDS Hotline, Department of Social Services, and Covered California/Medi-Cal Information Registration. Should specialty care be required outside of the student health services programs, a full panel of consultants shall be maintained.





**3. Additional Documentation Required**

The provider may include in the proposal any material representative of the services, but must include the following information:

- A. Last audited Financial Statement.
- B. General liability and professional liability carriers information and limits in the amount not less than one million dollars (\$1,000,000) per incident; workers' compensation carrier information and insurance with limits as required by the Labor Code of the State of California and Employers Liability insurance limits of not less than one million dollars (\$1,000,000) per accident.
- C. List any malpractice cases in the last ten years for similar services specifically proposed in the RFP and any individual employee to perform the medical services referenced in the malpractice case (doctor, physician assistant, nurse, etc.).

- B. Any agreement signed by the District shall include, as a minimum, the provider's proposal as accepted by the District, insurance and bonding requirements, indemnity, independent contractor statement, and cancellation clauses. The cancellation for non-performance.
- C. Provider must furnish the District with detailed monthly and annual reports as to the number of students receiving services and the type of services rendered.
- D. Students requesting services must furnish provider with proof of enrollment by presenting an Imperial Valley College Student Identification Card, current class schedule, and one (1) other photo identification such as a valid driver's license or California Identification Card. Health services are available from the first day of the semester or session in which the student is enrolled until the day prior to the start of the following semester. Students who dropped all classes are no longer eligible for health care services (Refer to IVC Academic Calendars' website: [here](#) for semester and session enrollment dates).
- E. During the term of this Health Care Services Agreement, compensation shall be payable on a monthly basis.
- F. **Termination without Cause.** Either party may terminate this Health Care Services Agreement upon no less than one hundred eighty (180) days prior written notice to the other.

**Termination of Agreement with Cause.** Either party may terminate this Agreement for cause in the event of the other party's breach of any material term, covenant, non-performance, or condition and subsequent failure to resolve such breach within thirty (30) days following receipt of written notice from the party alleging the breach.

**Automatic Termination upon Revocation of License or Certificate.** This Agreement shall automatically terminate upon the revocation, suspension or restriction of any license, certificate, accreditation or other authority required to be maintained by either party in order to perform the services required under this Agreement.

## **5. Evaluation and Selection Process**

- A. All proposals should be received by the District by Friday March 27, 2020, no later than 4:00 p.m. **LATE PROPOSALS WILL NOT BE ACCEPTED.**
- B. Following receipt of the proposals, the evaluation committee composed of administrative staff, faculty, and students will review and evaluate all proposals submitted.

A 100–point scale will be used to create the final evaluation recommendation. The criteria are weighted and the proposals will be evaluated as follows:

<b>Criteria</b>	<b>Points</b>
Vendor’s overall proposal content	10
Vendor’s response to scope of services: Sections A, B	25
Vendor’s response to scope of services: Section C	5
Relevant experience and past performance	10
Evidence of ability to provide the requested services	10
Respondent’s price and fee performance of work requested	30
<b>Highest Possible Score</b>	<b>100</b>

- C. Prior to engaging in negotiations with any Respondent, the District will conduct interviews of all Respondents timely submitting the RFP Response. Interviews might happen on the following dates: April 8, 2020 – April 9, 2020.
- D. The evaluation process will include legal due diligence review and may include visiting the provider’s facilities.
- E. All decisions made by the District are final and not open to arbitration. The District in its sole discretion reserves the right to choose the agency it believes best meets the needs of its students.

**6. District RFP Contact Person**

Questions and all other communications relating to the RFP must be submitted in writing and directed to the District RFP Contact:

Mabel Vargas  
 Administrative Assistant to the Vice President of Student Services & Equity  
 Email address: [mabel.vargas@imperial.edu](mailto:mabel.vargas@imperial.edu)