

Questions & Answers for Pharmacy Bid

As of April 25, 2023

1. On page 46 it asks for an individual and DOB on the OPERS form, however we do not have an “individual” doing business with the county, rather an organization. How should we respond to that form since we are not an individual, but a corporation? **Please complete this form as a corporation do not include any individual information.**
2. Does the signature from our end need to be a wet signature? **An electronic signature is acceptable.**
3. Is the CorrecTek interface used for an e-MAR aspect? What is the potential cost to interface?
4. What is the average weekend need for medications? **There is no set need for medications on the weekends. It is dependent on the number of inmates booked on Friday after 4pm and their needs for medications. There will be weekends with high and low demands. Our average need per day is about 50 prescriptions.**
5. What is the payer mix? i.e. 90% Medicaid? **BCSO is the responsible payer for medications ordered. There is no payer mix.**
6. What is the average day supply of scripts written for? **The average day supply is about 50 prescription per day. If the question is about what medications are prescribed, then it is dependent on the incarcerated inmates needs and what the Dr. prescribes when seeing/reviewing past medical history.**
7. When was the medication list pulled and are all items still relevant? **The medication list was pulled within the last couple of weeks.** Our purchasing department is diligently working to gather the price quotes. While we work to get all the quotes, would you be able to tell us your top priority drugs so we can assure we get those? **Tylenol 5000 tablets, Motrin 28,500, Amlodipine 5000, Cogentin 4600, Buspar 13,700, Keflex 14,500, Clindamycin 9000, Clonidine 6000, Prozac 9000, and Kepra 5000. This is not a complete list but the dose numbers are included in the RFP.**

- 1) Who is the current vendor providing Healthcare Services to Butler County? **BCSO provides in-house healthcare services with a visiting physician and/or PA.**
- 2) Who is the current vendor providing Pharmaceutical Services to Butler County? **Westwood Pharmacy**
- 3) What are the current contracted pharmacy rates? In most, if not all public procurements, cost is not considered proprietary and would be readily available. **Average rate per prescription \$35.00. Some cost much less, some are more.**
- 4) What is your current cutoff time for next-day delivery orders to be submitted to the pharmacy? **4 pm Monday through Friday, noon on Saturday.** Do you intend to keep this the same? **Yes**
- 5) Actual utilization data would be helpful for potential bidders to study medication mix and prescriber ordering trends in order to prepare a responsible and competitive bid rate.
 - a. Can you please provide the past 3 months pharmacy invoices for review? **See attached invoices – detail can be requested via email to dmaloney@butlersheriff.org.**
 - b. What is the average pharmacy dollar amount spent monthly over the past 12 months? **Approximately \$38,000**
- 6) What is the percentage of stock medications vs. patient specific medications? **.8% stock, 99.2% patient specific medications**
- 7) What is the current preferred method for delivery? **BCSO would prefer UPS next-day air via shipping. Current vendor uses FedEx for most deliveries and has been mostly reliable.**
- 8) Please describe the frequency for medication deliveries to your facility by current vendor. **Daily, Monday through Saturday**
- 9) Are medical supplies (needles, syringes, diabetic test strips, etc.) for your location ordered from the current contracted pharmacy? **Yes, at times depending on needs and after cost comparisons.** If not, would Butler County be interested in this value-added service? **As needed basis**
- 10) Who is the current after-hours back-up pharmacy (if utilized)? **Walgreens/CVS 24hrs**
- 11) Can you please provide the inmate population for the past 12 months? **Average 820 inmates per month**
- 12) How are the prescription returns from your facility currently handled?
 - a. Do you currently receive credit for returned medications? **Yes**
 - b. Are there any restocking fees or minimum costs to qualify as a return? **No**
- 13) Are release medications supplied to inmates upon parole or discharge? **We release medications to FED transfers with remaining medications or at least a 7day supply. There are unique circumstances when certain medications are released to discharged inmates. These events do not occur often and are medication specific.**
 - a. What is the current process for notifying pharmacy of inmates' release dates? **BSCO does not notify pharmacy of release dates.**

- b. Will it be required to ship inmate discharge/transfer medications to private residences or are they shipped to each correctional facility only for discharge/transfer patients? **No**
- 14) Is your correctional facility accredited by the National Commission on Correctional Health Care (NCCHC) or American Correctional Association (ACA)? **No**
 - a. If not, do you expect to seek accreditation during the term of the contract? **Not at this time**
 - b. Please provide all current Accreditation for all facilities. **N/A**
- 15) Please provide a list of Keep-On-Person (KOP) medications approved by facility. **Inhalers, eye drops, optic solutions, select ointments.**
- 16) What percentage of your inmates, if any, are Federal? Specifically, what percentages are under jurisdiction of each the US Marshals Service (USMS) **approximately 200 per month** and US Immigrations and Customs Enforcement (ICE) **none**?
- 17) Are OTC medications for commissary provided by the Contracted Pharmacy? **Yes**
 - a. If not, where do they come from?
- 18) How are non-formulary requests approved?
 - a. Please describe your Non-Formulary Review process in detail. **Medications not on formulary are normally processed. If item is non-returnable, a specialty product, or has a higher than normal cost versus other substitutes/generics, the selected supplier sends email/fax notification for approval prior to the item in question being filled/shipped.**
- 19) Please describe the current destruction policy for all outdated/expired drugs. **Meds are returned to current Pharmacy provider for destruction, excluding controlled medications.**
- 20) Please provide the following pharmacy information by year for the last three years: number of patients on HIV medication, number of patients on psychotropic medications, number of patients on Hepatitis C medications, number of patients receiving medications associated with hemophilia, HIV medication dollars, psychotropic medication dollars, hepatitis C medication dollars, and hemophilia related medications dollars. **As with all medications, the number of HIV, psychotropic, and other condition medications increases/decreases with the medical history of the inmates incarcerated. HIV medications and inmates tested and confirmed are on the rise. Psychotropic medications are routinely prescribed at a higher rate versus the average population.**
- 21) Of inmates receiving Hepatitis C treatment, what is the nature of the treatment? Please list medications used to treat over the past three years. **Most Hepatitis C treatment plans are continued when an inmate has been diagnosed/prescribed medications prior to incarceration. Families of the inmates provide necessary medications and supplies to continue care.**
- 22) Are there any state or federal drug programs being accessed for inmate medications?
 - a. If so, what are they? **Inmates meeting all necessary requirements are enrolled in an Ohio Department of Health Ryan White HIV medications fulfillment program.**
- 23) Does your facility currently use a barcode electronic order reconciliation and medication return management system? **E-link reconciliation scanner/program provided by currently**

contracted pharmacy supply company. Return medications are manually entered on return sheets and copies are sent with returned packaging.

- 24) Please outline the medical personnel shifts that will require start up in-service training? **There are 25-30 personnel assigned in the medical division. The division can implement a train the trainer session and distribute necessary training to other personnel as needed depending on the knowledge required to implement.**
- 25) Pharmacy vendors either need to be an FDA-registered repackager, or they need to use the services of an FDA-registered repackager in order to legally repackage stock medications from original manufacturer packaging into blister cards or any other packaging that results in a change to the original manufacturer packaging. This includes 30-count blister cards sent to Butler County as stock.
- a. Does the current pharmacy vendor use a FDA-registered repackager to ensure compliance with federal regulations for Correctional Health stock medications? **See D**
 - b. Will you mandate that the pharmacy vendor use a FDA-registered repackager for Correctional Health stock medications to ensure compliance with Federal regulations? **See D**
 - c. Will you require bidders to provide, as part of the proposal, evidence (the repacker's license and labeler code) that they use a FDA-registered repackager, as this is the only means to ensure compliance? **See D**
 - d. Will failure to provide proof of compliance with Federal regulations deem a bidder non-responsive and therefore ineligible for an award? **No, a board licensed pharmacy can repackage to a correctional facility licensed by the board.**
- 26) In order to protect your facility's patient health information from a ransomware attach, will multi-factor authentication be required for all accounts to access the pharmacy online ordering system? **Yes, there are multiple required log-in/passwords required to access medical records/pharmacy software.**
- 27) Does your Detention Center maintain an Emergency Drug Box? If so, please provide a list of medications to be contained in the Emergency Drug Boxes. **Detention center maintains both a stat box for routine prescribed medications (diabetic, hypertension, seizures, and other oral medications) as well as an emergency response drug box with ACLS protocol medications and other necessary cardiac/ALS medications. Mostly vials/ampules/prefilled syringes.**
- 28) Please provide a list of your current Stock Medications. **Stock medications include a variety of OTCs and other stat box medications for previously noted conditions. All medications were included in the attached list in the RFP.**
- 29) Will you be requiring monthly/quarterly pharmacy consultations/inspections? If so, please describe? **Consultations maybe necessary on some inmates. Monthly/quarterly consultations/inspections will not be necessary.**
- 30) Are there any current committee meetings that would require a pharmacist or other vendor representative to attend? **No**

- a. If so, what is the frequency of those meetings?
 - b. Are the meetings required to be attended in person or will video/teleconferencing be permitted?
- 31) Please provide the current pharmacy related Policies & Procedures for all facilities.
Policies/procedures can be reviewed and discussed upon award of contract.
- 32) What are the small diverse business and small business contract requirements/goals for this contract? *N/A – none identified in the RFP*
- 33) What is the deadline to submit questions for the RFP? *May 5, 2023*
- 34) When can vendors expect answers to all questions submitted? *24 - 48 hours*
- 35) Will there be an opportunity for a second round of questions if any answers in the first round of questions needs clarification? *If they can be received by May 5, 2023*
- 36) Will Butler County consider extending the due date for Submission of Response to accommodate thoughtful consideration of answers to all questions submitted and a potential second round of questions in order to provide the most cost-effective proposal possible? *No*
- 37) When will the intent to award a contract be published? *After the proposals have been reviewed, usual procedure is two – three weeks.*
- 38) Once the contract is awarded, what is the proposed contract start date? *Estimated July 1, 2023.*
- 39) Please describe in detail how the Evaluation of Proposals will be scored and weighted. *The proposals are evaluated for product costs, services provided and that the vendor can meet the specifications of the RFP.*
- 40) Is Butler County considering final BAFO presentations for finalists to be a part of this RFP process? If so, what would be the selection process for those participating in an in-person BAFO presentation? In our experience, it is often helpful for all parties involved to participate in an in-person BAFO presentation meeting with the most qualified and highest scoring vendor(s) prior to the intent to award announcement to provide an opportunity to meet the vendor that you are contracting with, receive a personalized presentation on their services offered, and an opportunity for all parties to ask qualifying questions regarding the specifics of the RFP and RFP response. *At this time, BCSO does not anticipate any in-person presentations.*

Question #1

Regarding the unit of bid for the medication price list:

1. The unit of bid for Anoro Ellipta is “per puff.” Please clarify if pricing is to be per inhaler. **Per inhaler**
2. The unit of bid for losartan/hctz 50-12.5 mg is “bottle.” Please clarify if pricing is to be per tablet – **Per Tablet**
3. The unit of bid for nystatin cream is “bottle.” Please clarify if pricing is to be per 30 gm tube – **Per 30 gm tube**
4. The unit of bid for tolnaftate cream is “bottle.” Please clarify if pricing is to be per 15 gm tube – **per 15 gm tube**

Question #2

Regarding the evaluation of proposals, can you please share the overall percentage weighing of the following sections: **N/A – BCSO does not utilize percentage weighing when evaluating proposals. The proposals are evaluated for product costs, services provided and that the vendor can meet the expectations of the RFP.**

- Vendor information
- Product and Service response
- Cost proposal
- Forms and certificates
- Appendices and value added information

Question #3

- Listed in order of importance, what are the top three goals/solutions/improvements Butler County is seeking in publishing a pharmacy solicitation at this time? **BCSO is required by County Commissioners and the Ohio Revised Code to solicit proposals for any cumulative purchase over \$50,000.**

Question #4

- To best understand the perspective of everyone on the evaluation committee, can you please share the name and title of each person that will be involved in the selection process? **An evaluation committee has not been established. It is not determined at this time who will be evaluating the proposals.**
- Will a final decision be made by the evaluation committee, or will the committee provide a recommendation to a final decision maker? **N/A**
- If so, who is the final decision maker regarding an award? **The County Commissioners**

Question #5

- Do you feel the current levels of clinical services and access to a clinical pharmacist are adequately meeting your expectations? **Yes**
- If not, what would improvement look like in these areas?

Question #6

- Do you feel the current level of pharmacy communication, availability, and timely responsiveness to concerns is adequately meeting your needs? **Yes**
- If not, what would improvement look like in these areas?

Question #7

- What software is being utilized by your current pharmacy provider for non-formulary medication reviews and how are alternative treatment recommendations of the pharmacist being communicated to your medical providers? **Current EMR software utilized is Correctek. Non formulary medications not on formulary are normally processed. If item in non-returnable, a specialty product, or has a higher than normal cost versus other substitutes/generics, the selected supplier sends email/fax notification for approval prior to the item in question being filled/shipped.**
- Do you feel the current levels of formulary support, technology application, enforcement, and cost-avoidance initiatives are adequately meeting your needs? **Yes, but always open to discussions about cost saving measures. This is a topic to explore once the contract is awarded.**
- If not, what would improvement look like in these areas?

Question #8

- What, if any, are the current struggles in the provision of pharmacy services at the County's facilities to your level of expectation and needs? **None noted**
- If you could change something in how pharmacy services are provided at your facilities, what would that change or those changes be?

Question #9 - Current Rate

Pricing is not typically considered proprietary when public dollars are utilized for payments of pharmacy services and should be readily available without the need for a public records request.

- If your current pricing model is based on acquisition cost plus a dispensing fee, what is the current dispensing fee per prescription? **\$2.50**
- What is your total dollar amount spent on pharmacy for the past 12 months? **\$455,800**

Question #10

Who is the 340B covered entity that your current medical or pharmacy vendor has negotiated with on behalf of Butler County to obtain cost savings on HIV and other costly medications? **Inmates meeting all necessary requirements are enrolled in an Ohio Department of Health Ryan White HIV medications fulfillment program.**

Question #11 - Inspections

- How often does your current pharmacy vendor provide, or coordinate, inspections of the medication areas at your facility? **Consultations maybe necessary on some inmates, but monthly/quarterly consultation/inspections are not necessary.**

Question #12 - Electronic Reconciliation

Many correctional institutions within the industry are using electronic check-in and return programs for inventory management. Manual daily order check-in and return processing time can be decreased by up to 75%, medication diversion potential is virtually eliminated, and the County's facilities will have full

accountability of all medications received by, and returned from, your facility for accounting purposes.

- What is the name of your current barcode electronic order reconciliation (check-in) and medication return management system that is provided by your current pharmacy vendor? **E-link reconciliation scanner/program provided by currently contracted pharmacy supply company.**
- Would you find value in adding this requirement to your current solicitation for bidders to provide a free solution for electronic inventory management if a solution is not currently in place? **No**

Question #13 - Online Reporting Access

Many correctional institutions within the industry have fingertip access to meaningful and actionable electronic reporting. Analyzing prescriber ordering trends and expenditures to better manage facility operations is critical to your administrative team and dependent upon reliable and accurate reporting.

- What is the name of the current online reporting dashboard used by facility and county administrative staff to access meaningful and accurate reporting? **Correctek EMR**
- Would you find value in adding this requirement to your current solicitation for bidders to provide a no cost solution for online reporting so your facility-level staff and administrators can access online reports 24/7/365 if a solution is not currently in place? **N/A**

Question #14 - Intent to Award Notification

Companies submitting a proposal are not typically alerted to the scoring and evaluator notes until after a contract is approved and signed. This leaves no option to respondents to clarify items that may have been misinterpreted or overlooked during the evaluation process.

- Will the County provide an email response (or other notice) of your intent to award along with evaluator scoring and evaluator notes ahead of awarding a contract for bidders to review? **Per Ohio Revised Code, information related to the competitive bid/RFP process is not public record until after the bid/RFP award.**

Question #15 - Additional Questions

- Will there be an opportunity to ask more questions, for clarification purposes, in the event responses to submitted questions are unclear? **BCSO will receive questions until May 5, 2023.**



Westwood Pharmacy
5823 Patterson Avenue
Richmond, Virginia 23226

Invoice

Date	Invoice #
3/3/2023	35221

Bill To

Butler County Sheriff's Office
Attn: Medical Administrator
705 Hanover Street
Hamilton, Ohio 45011

P.O. No.	Terms	Due Date
230013666	Net 30	4/2/2023

Description	Amount
Prescriptions from 2/1/2023 to 2/28/2023	43,482.46
\$2.50 Processing Fee per Script (862 Scripts for February 2023)	2,155.00
Medical Supplies, Stock/OTCs	3,453.44
Return Credit	-20,475.96
Backup Charges	110.18
<div>Batch #: 3114 Date Submitted: 3/27/23 Entered By: CA</div>	
Total \$28,725.12	

Phone #	Fax #
(804) 288-3620	(804) 288-1508



Westwood Pharmacy
5823 Patterson Avenue
Richmond, Virginia 23226

Invoice

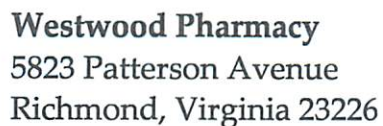
Date	Invoice #
4/4/2023	35637

Bill To
Butler County Sheriff's Office Attn: Medical Administrator 705 Hanover Street Hamilton, Ohio 45011

P.O. No.	Terms	Due Date
23001306	Net 30	5/4/2023

Description	Amount
Prescriptions from 3/1/2023 to 3/31/2023	31,730.08
\$2.50 Processing Fee per Script (825 Scripts for March 2023)	2,062.50
Medical Supplies, Stock/OTCs	2,549.55
Return Credit	-21,478.52
Insurance Credit	-581.21
Backup Charges	45.67
Batch #: 3368 Date Submitted: 4-10-23 Entered By: CA	
Total \$14,328.07	

Phone #	Fax #
(804) 288-3620	(804) 288-1508



Date	Invoice #
5/3/2023	36053

P.O. No.	Terms	Due Date
	Net 30	6/2/2023

Phone #	Fax #
(804) 288-3620	(804) 288-1508