

STATE OF LOUISIANA  
THE UNIVERSITY OF LOUISIANA MONROE  
MONROE, LOUISIANA  
A Member of the University of Louisiana System

May 29, 2020

Addendum No. 1  
Bid # 50006-055  
ULM Campus Student Health Clinic Services

**Due: June 23, 2020 @ 2 PM**

The purpose of this addendum is to respond to questions submitted by Proposers. The questions are in **bold** and are preceded by 'Q:'. ULM's responses are not bolded and are preceded by 'A:'.

**1. Q: Are all facilities to be provided free of charge for the administration of medical operations?**

A: Per Section 2.5: Project Requirements-Facilities and Equipment, ULM shall provide at no cost to the Contractor:

- Health service facility including office and clinic space.
- Utilities including electricity, tap water, and sewer
- University parking permits
- Routine building maintenance not due to misuse (Air conditioning system, landscaping, electrical, and plumbing services.)

The Contractor shall supply:

- 1. Medical equipment required to manage the necessary services provided under this RFP.
- 2. Maintenance for medical equipment.
- 3. Charting supplies and systems (electronic and non-electronic) including: scheduling software, computer equipment and maintenance.
- 4. Limited pharmaceuticals.
- 5. Standard telephone service and Internet access.
- 6. Custodial services.
- 7. Reception and scheduling services.
- 8. Security which shall work in coordination with the University Police Department
- 9. Removal of hazardous waste.

**2. Q: Is there a site map or building diagram?**

A: Yes, please refer to Exhibit A – Student Health Center Floor Plan and Square Footage attached to this Addendum No. 1.

**3. Q: Is there a list of assets or fixtures?**

A: Yes, please refer to Exhibit B – ULM Equipment and Asset Inventory attached to this Addendum No. 1.

**4. Q: Is ULM interested in having a company set everything up so they can eventually own and manage the clinic themselves?**

A: No, not at this time.

**5. Q: Is there an existing power generator for loss of power incidents? If there is not an existing generator, is there any objection to our company installing some medium to provide power in the event that there is a loss of power or unstable power grid?**

A: No, there is not an existing power generator. ULM does not object to a generator being used at the facility; however, the logistics of placement, planning and advisement, must be approved by and coordinated with Michael Davis, ULM Director of Facilities.

**6. Q: Can you share past amounts for awarded bids for this project?**

A: \$175,000/year.

**7. Q: What year of service is the incumbent currently in?**

A: The current incumbent has been providing services since January 2014, but the current contract expires October 3, 2020.

**8. Q: Does ULM own the practice and NPI for the facility?**

A: No.

**9. Q: Does Affinity Health Group currently bill and collect under their own group NPI?**

A: Yes.

**10. Q: Does the clinic currently offer X-Ray Services onsite? If not, is the building designed to accommodate the addition of X-Ray Equipment?**

A: X-Ray services are not currently offered on-site, and the building is not currently designed for X-Ray Services.

**11. Q: Is it possible to have a site visit of the current facility?**

A: Yes, site visits may be scheduled upon request the week of June 8 - June 12, 2020. The site visits must be scheduled in coordination with the existing tenant, and would require participants to wear masks and comply with social distancing measures due to the current COVID-19 restrictions. The facility address for site visits is 1140 University Avenue, Monroe, LA 71209. To schedule a visit, please email the RFP Coordinator, Cheri Perkins, at [perkins@ulm.edu](mailto:perkins@ulm.edu).

**Acknowledge receipt of this addendum by signature below and returning with your Proposal.**

\_\_\_\_\_  
Authorized Signature

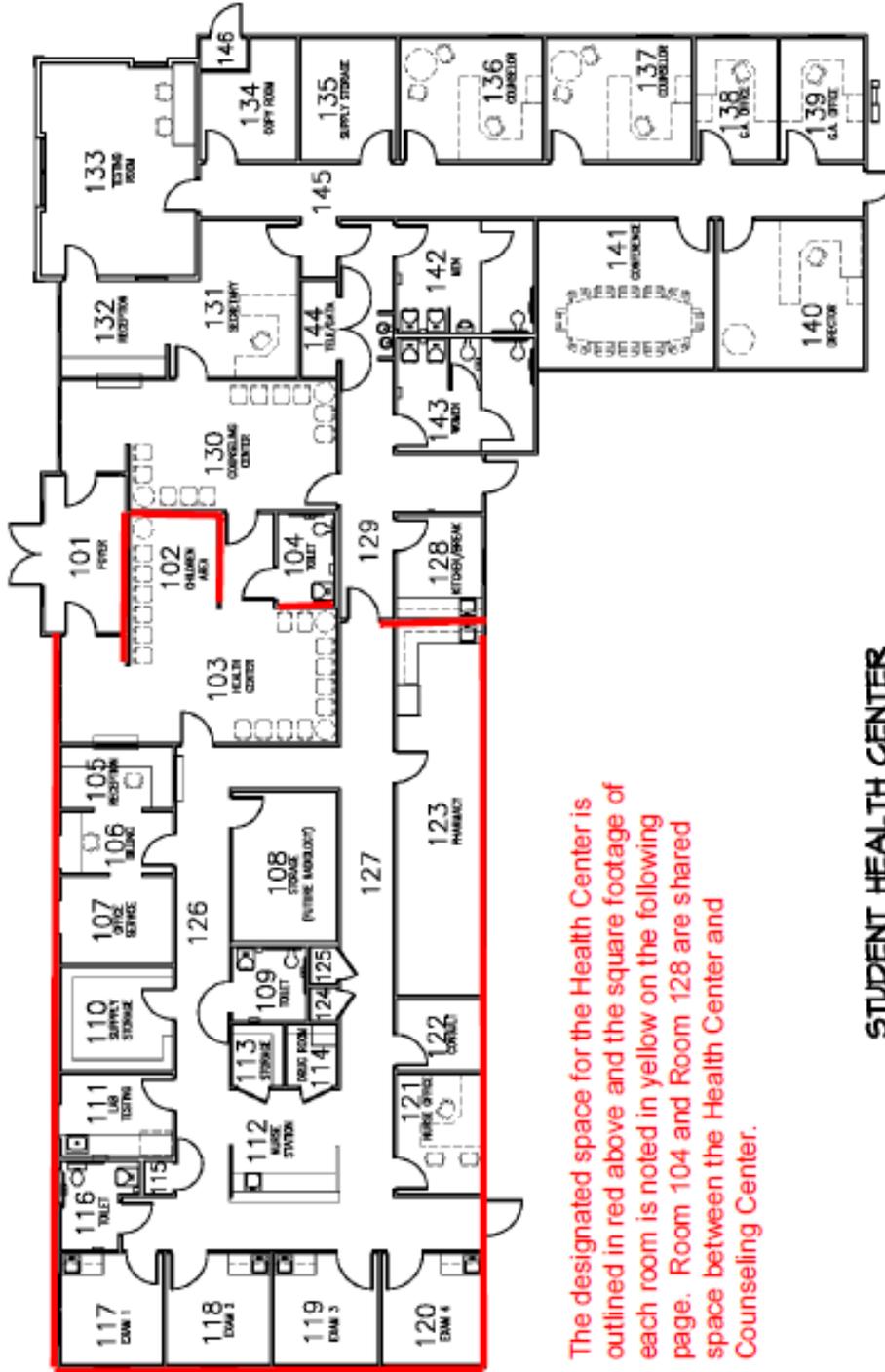
\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Date

Exhibit A – Addendum 1

Exhibit A - Addendum 1 - Student Health Center - Floor Plan A and Square Footage

Address:  
 Student Health Center  
 1140 University Avenue  
 Monroe, LA 71209



The designated space for the Health Center is outlined in red above and the square footage of each room is noted in yellow on the following page. Room 104 and Room 128 are shared space between the Health Center and Counseling Center.

**STUDENT HEALTH CENTER**  
**PLAN VIEW**

NO.	REVISION	DATE MADE	BY	REVISION	DATE	SCALE	STATE	DATE	TITLE	DWG. NO.	SHEET	REL.
			BERNARD		11/16/10	1/8" = 1'-0"	LA	11/16/10	STUDENT HEALTH CENTER PLAN VIEW BUILDING DIAGRAM	BD-204	1 of 2	

CHAMBERLAIN/2010/10-20

Exhibit A - Addendum 1 - Student Health Center - Floor Plan And Square Footage - (continued)

ROOM NUMBER AND SQUARE FOOT SCHEDULE					
ROOM No.	DESCRIPTION	SQ. FT.	ROOM No.	DESCRIPTION	SQ. FT.
101	FOYER	121	131	SECRETARY	143
102	CHILDREN'S AREA	126	132	RECEPTION	125
103	HEALTH CENTER	329	133	TESTING ROOM	306
104	TOILET	50	134	COPY ROOM	95
105	RECEPTION	65	135	SUPPLY STORAGE	110
106	BILLING OFFICE	65	136	COUNSELOR OFFICE	163
107	OFFICE SERVICE	94	137	COUNSELOR OFFICE	167
108	STORAGE	147	138	G.A. OFFICE	95
109	TOILET	52	139	G.A. OFFICE	95
110	SUPPLY STORAGE	108	140	DIRECTOR OFFICE	202
111	LAB TESTING	88	141	CONFERENCE	244
112	NURSE STATION	115	142	MEN RESTROOM	145
113	STORAGE	30	143	WOMEN RESTROOM	145
114	DRUG ROOM	30	144	TELE-DATA	33
115	CLOSET	9	145	CORRIDOR	352
116	TOILET	55	146	MECHANICAL	14
117	EXAM ROOM 1	106			
118	EXAM ROOM 2	109			
119	EXAM ROOM 3	109			
120	EXAM ROOM 4	106			
121	NURSE OFFICE	97			
122	CONSULTING	58			
123	PHARMACY	303			
124	MECHANICAL	9			
125	ELECTRICAL	9			
126	CORRIDOR	369			
127	CORRIDOR	355			
128	KITCHEN/BREAK RM	84			
129	CORRIDOR	176			
130	COUNSELING CENTER	309			
				TOTAL	6117

NO.	REVISION	DATE MADE	NO.	REVISION	DATE MADE
DESIGNED BY: <b>ALBERTAN</b>		DATE: <b>11/1/09</b>	TITLE: <b>STUDENT HEALTH CENTER ROOM NUMBERS &amp; SQUARE FOOT SCHEDULE</b>		
SCALE: <b>-</b>	REVISION: <b>-</b>	DATE: <b>-</b>	DWG. NO.:	SHEET:	REV:
			<b>BD-204</b>	<b>2 of 2</b>	

DATE PLOTTED: 11/1/09

**Exhibit B – Addendum 1**

**ULM Equipment and Asset Inventory**

<b>Room Name</b>	<b>Rm #</b>	<b>Inventory Description</b>
Foyer	-	-
Children's Area	102	6 chairs
Waiting Room	103	17 chairs, 2 tables, 2 lamps, 1 sofa
Restroom	104	
Reception	105	2 rolling chairs, 4 metal 3-drawer filing cabinets
Billing Office	16	1 rolling chair, 2 metal 3-drawer filing cabinets
Office Service	107	7 tall side filing cabinets
Storage	108	1 desk, 1 roll chair, 1 straight leg wooden chair, 1 metal locker, 1 wooden locker, 1 bed, 1 floor lamp, 1 plastic cart.
Restroom	109	
Supply Storage	110	1 3-tier roll cart, 1 metal stool, 1 Utility safe
Lab Testing	111	1 microscope, 1 Clintex multi-stick urine analysis testing station, lap blood testing chair, 1 metal biohazard bin, Frigidaire refrigerator
Nurse Station	112	2 rolling chairs
Storage	113	
Drug room	114	1 defibrillator, 1 overhead instructional projector
Closet	115	
Restroom	116	
Exam Rm#1	117	1 mayo table, 1 flex light, 1 exam bed, 1 mobile table, 1 roll stool, 1 stack chair, 1 vital sign wall mount, 1 speculum light
Exam Rm#2	118	1 mayo table, 1 flex light, 1 exam bed, 1 roll chair, 1 stack chair, 1 bio hazard bin
Exam Rm#3	119	1 mayo table, 1 exam bed, 1 roll chair, 1 vital sign wall mount, 1 bio hazard bin
Exam rm#4	120	1 mayo table, 1 exam bed, 1 stack chair, 1 mobile table, 1 roll stool, 1 large bio hazard bin, 1 speculum light
Nurse Office	121	2 small desks, 1 vital sign wall mount, 1 wooden straight leg chair, 1 bookcase
Consultation Rm	122	1 desk, 1 roll chair, 1 wood straight leg chair
Pharmacy	123	1 desk , 1 wooden bookcase, 4 roll chairs, 1 round table, 1 Frigidaire refrigerator, 5 stacking chairs
Mechanical Closet	124	
Electrical Closet	125	
Corridor	126	Scale
Corridor	127	
Kitchen/ Break Rm	128	
Corridor	129	

\*The above inventory is the property of the state of Louisiana and is only available for use by the successful Proposer. The Proposer assumes all risk and liability of use and shall be responsible for maintenance, repair and replacement as needed.