

COUNTY OF MONTGOMERY

PURCHASING DEPARTMENT
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Jeff Groseclose CPPB, VCA, VCO, Procurement Manager

REQUEST FOR PROPOSAL, RFP # 25-10 issued March 21, 2025 ADDENDUM NUMBER 1

DATE: April 14, 2025
TITLE: Employee Wellness Clinic Program

Amendments:

1. **DUE DATE:** Sealed Proposals will be received until **April 24, 2025** up to and including **3:00PM**. Failure to submit proposals to the correct location by the designated date and hour will result in disqualification.
2. The County reserves the right to answer no further questions after the issuance of this addendum.

Clarification:

1. **Question:** What is Montgomery County's reason for going out to bid for health center services?

Montgomery County Response: The current contract expires soon.

2. **Question:** What is the anticipated timeline for launching new services?

Montgomery County Response: The intent is to award a new contract prior to July 1, 2025, with services beginning on July 1.

3. **Question:** Is there a broker involved in the RFP process? If so, who is the broker?

Montgomery County Response: No.

4. **Question:** What are the current successes of the health center?

Montgomery County Response: The County is satisfied with the current contract; however, offerors should use their expertise to propose competitive and innovative solutions based on the Statement of Need to benefit both the County and its employees. Offerors are encouraged to include information not requested by the RFP, that the County may find beneficial.

5. **Question:** What are the primary challenges or barriers to success?

Montgomery County Response: The County is satisfied with the current contract; however, offerors should use their expertise to propose competitive and innovative solutions based on the Statement of Need

to benefit both the County and its employees. Offerors are encouraged to include information not requested by the RFP, that the County may find beneficial.

6. **Question:** What is the current budget for health center operations?

Montgomery County Response: The County will use the RFP process to determine the budget going forward.

7. **Question:** Does Montgomery County wish to retain the current staff?

Montgomery County Response: The current staff is employed by the current contractor. Offerors should propose how they intend to staff the clinic.

8. **Question:** Does the current provider have non-compete agreements in place for staff?

Montgomery County Response: The current staff is employed by the current contractor so the County does not have access to this information.

9. **Question:** Could you provide the most recent reporting (annual, quarterly, monthly) for the health center(s)

Montgomery County Response: Below is summary of the annual end of year report for 2024.

- Eligibility – 505 employees (240 males, 265 females)
- Total of 1,371 appointments (participation rate 98.8%)
- Office Visits (865), Virtual Visits (410), HRA/Biometric (58), Physical (10), All Other (26)

10. **Question:** How many patients is the provider seeing per day?

Montgomery County Response: Approximately 14 to 20 per day

11. **Question:** Who owns the health center equipment?

Montgomery County Response: The County owns the exam table, refrigerator, and some of the office equipment.

12. **Question:** Does Montgomery County currently offer a wellness program?

Montgomery County Response: Yes.

13. **Question:** If so, who manages the wellness program (e.g., internal team, health center, or an external vendor)?

Montgomery County Response: Both an internal team and the health center offer wellness programs.

14. **Question:** Is the intention for the new vendor to take over wellness program management?

Montgomery County Response: The internal team will continue to offer the wellness programs they currently manage. The County is open to suggestions from offerors.

15. **Question:** Could you provide details on program requirements, incentives, and the eligible participant pool (e.g., employees only or employees + spouses)?

Montgomery County Response: Only Montgomery County employees are eligible, not spouses or other family members. County employees are offered health insurance incentives if they choose to participate in the annual health risk assessment.

16. **Question:** Is Montgomery County interested in a wellness portal or cultural engagement platform that includes challenges, activities, and other engagement tools to enhance the wellness program?

Montgomery County Response: We are open to looking at different wellness portals, platforms, and programs. Proposals should include a separate cost for any optional items. Acceptance of such items would depend on cost and County needs.

17. **Question:** Is Montgomery County interested in expanding health center services to include offerings they are not currently receiving (e.g., physical therapy, behavioral health, wellness programming, care coordination, etc.)?

Montgomery County Response: Offerors may choose to include these items, but they should be clearly priced within the proposal. Acceptance of such items would depend on cost and County needs.

18. **Question:** Is Montgomery County open to other staffing models? For example, a medical doctor model versus a nurse practitioner?

Montgomery County Response: The current nurse practitioner model works well for the County and the County has no plans to change; however, Offerors may choose, to make recommendations to the County for consideration.

19. **Question:** Would the County be open to a fixed fee structure where there is a single fee for services that does not fluctuate month to month?

Montgomery County Response: The County is open to alternative pricing methods. Pricing structure should be clear and proposed in a way that is most beneficial to the County. Proposals should state very clearly how the health clinic is priced versus the annual health risk assessments.

ACKNOWLEDGMENT PAGE

ACKNOWLEDGE RECEIPT OF ADDENDUM # 1:

COMPANY/FIRM NAME AND ADDRESS:

_____ Zip Code _____

SUBMITTED BY:

NAME: _____
(print)

SIGNATURE: _____

TITLE: _____

DATE: _____

Telephone Number: () _____ Email: _____